NORTHWEST FLORIDA STATE COLLEGE

FALL

ASSOCIATE DEGREE NURSING PROGRAM

LPN to RN APPLICATION PACKET

NORTHWEST FLORIDA STATE COLLEGE
ASSOCIATE IN SCIENCE DEGREE – NURSING
FALL APPLICATION CHECKLIST – LPN to RN TRACK OF THE ASN PROGRAM

TO BE ELIGIBLE FOR ADMISSION TO THE FALL NWFSC LPN TO RN TRACK OF THE ASN PROGRAM, YOU MUST:

☐ Apply to NWF State College if you are a new student or reapply if you have not taken classes within the last year. Select AA Associates of Arts -General as your Academic Plan. **(NOTE: Do NOT select BSN!)** If you already have an AA or bachelor's degree, you can select Non-Degree Seeking.

☐ Watch the current online NWF State College Nursing Program Information Session and submit post-test by March 1. (**NOTE: You will not be eligible to apply if you do not complete the information session.)**

☐ Submit Nursing Program Application Form by March 1. Application packets that include the application form are available on the college website: "Selective Program Admissions" page, "Nursing A.S.". **(NOTE: Applications will be accepted February 1 – March 1. Please do NOT submit application materials before February 1.)**

☐ If you are applying for the LPN to RN transition track, you must have an active, unencumbered Florida PN license to be eligible. Applicants who are currently enrolled in a Practical Nursing program may apply, and if accepted, be granted provisional admission provided they obtain licensure no later than the first day of Spring classes.

☐ Have a cumulative college Grade Point Average (GPA) of 2.50 or higher on a 4.00 scale
*The GPA is cumulative and include ALL lower division (100/1000 and 200/2000) level college credit courses from NWFSC AND any previously attended institution. For students who have not earned graded non-developmental college hours at a regionally accredited institution, the high school GPA at the time of graduation or GED scores will be considered.

☐ Score 75% or higher on the HESI RN Fundamentals Exam by March 1. **(NOTE: You may take the HESI RN Fundamentals Exam up to two times between July 2 and March 1. Scores from exams taken prior to July 2 will NOT be considered.)**

☐ Obtain PERT scores (or SAT/ACT scores) and complete all required college prep courses (if needed) by March 1. **IF YOU HAVE NOT COMPLETED COLLEGE LEVEL MATH AND ENGLISH COURSES, PERT SCORES ARE REQUIRED (unless you are exempt based on graduation from a FL high school in 2007 or later)**. Check with a Student Success Navigator if you are unsure.

☐ Submit *official high school* transcript or GED diploma or score report to NWFSC admissions office **by March 1**. If you are currently taking classes at NWFSC, your transcripts will already be on file. If you are currently in high school, you must be 18 or older and have your diploma before the first day of Spring classes.

☐ Submit *official* transcripts from all other postsecondary institutions attended including CLEP, AP, IB transcripts to NWFSC admissions office **by March 1**. If you are currently taking classes at NWFSC, your transcripts will already be on file. Submit LPN program transcripts for later use.

Tanya Beauregard, Director of Nursing
Niceville Campus, Nursing Department
Building 420, Room 333
Email:
beauregt@nwfsc.edu
850-729-6400

Karin McKnight, Instructional Support Specialist
Niceville Campus, Nursing Department
Building 420, Room 333
Email: mcknighk@nwfsc.edu
850-729-6400

See a Student Success Navigator for advising or guidance on the application process:
Call 850-678-5111
We strongly recommend that you do NOT self-advise!

Pool of Eligible Applicants

1. Admitted to NWF State College
2. Completed Nursing Application (see posted application period)
3. Completed current online NWFSC Nursing Program Information Session & submitted Post-Test/Confirmation form
4. Score 75% (conversion score) on the HESI RN Fundamentals Exam
   - May take this exam twice during the current application cycle
5. Must have an active, unencumbered Florida PN license or be eligible for Florida PN licensure. License must be submitted to the program before the first day of classes the semester you begin nursing courses.
6. Cumulative college Grade Point Average (GPA) of 2.50 or higher on a 4.00 scale*
7. All final paperwork must be received by the application deadline:
   - Program application, Information Session Post-Test/Confirmation form, and a copy of FL LPN licensure (if available)
   - College placement testing scores and all required prep courses completed (if needed)
   - ALL transcripts (high school, other college/university, LPN program)

All eligible applicants accepted unless the number exceeds the available slots, in which case the following Point System will be used to select students.

Selection Point System

Item		Points
a.	**Successfully completed general education courses (grade of C or higher) taken at NWF State College** *(points based on number of credits completed for a maximum of 5 points)* **20 or more credits: 10 points** **15-19 credits: 8 points** **10-14 credits: 6 points** **5-9 credits: 4 points** **1-4 credits: 2 point**	**/ 10**
b.	**Cumulative college GPA* points: 3.00-3.49 = 5 points; 3.50 or above = 10 points**	**/ 10**
c.	**Current Okaloosa or Walton County Residency** *(subject to additional documentation upon request)*	**/ 5**
d.	**Anatomy & Physiology (BSC1085C and BSC1086C or equivalent) course grades:** **Grade of B or higher = 5 points for each course**	**/ 10**
e.	**Viewed NWFSC Nursing Program Information Session and submitted post-test** *(1 point awarded for each correct answer on quiz).*	**/ 10**
f.	**LPN to RN applicants must successfully complete the HESI RN Fundamentals Exam.** A minimum conversion score of 75% on the exam is required for eligibility. Points for scores above 75% are awarded using the highest points earned (version 1 or version 2) Conversion score of 80% - 84.99% = 10 points Conversion score of 85% - 89.99% = 20 points Conversion score of 90% - 94.99% = 30 points Conversion score of 95% - 100% = 40 points	**/ 40**
g.	**Military Service with honorable discharge: Proof of military service via DD Form 22, 22a, 256, 214 or 215**	**/ 5**
TOTAL POINTS	**Highest possible score 90 points**	**/ 90**

The applicants with the highest point totals are admitted first. If there is a tie among point totals prior to reaching program capacity, the following formula will be used to determine selection:
(Conversion score on HESI RN Fundamentals Exam) + (GPA X 25) = points

* The GPA is cumulative using lower-division coursework only. For students who have not earned graded non-developmental college hours at a regionally accredited institution, the high school GPA at the time of graduation or GED scores will be considered. GPA and acceptance of transfer work is determined based on policies published in the current NWFSC Catalog and as determined by the Executive Director of Academic Records & Enrollment. College prep, developmental, and upper division courses will not be included in determining GPA.

Northwest Florida State College
Associate Degree Nursing Program
Fall Semester Application
(PLEASE DO NOT SUBMIT BEFORE MARCH 1)

PERSONAL INFORMATION

NWFSC Student ID Number _____ Birthdate _____

Name _____
              Last   First   Middle

Other Legal/Maiden Name(s) Under Which Records May Be Found _____

Address _____
              Street   City   State   Zip

Phone _____ **College** E-Mail _____

High School Graduate/GED?   Yes ☐   If no, when do you expect to graduate? _____
                              No ☐

Note: You must be 18 years or older and have graduated from high school before Spring 2022 Nursing classes begin.

PLEASE CHECK THE PROGRAM TO WHICH YOU ARE APPLYING:

☐ **Associate Degree Nursing (RN)**

    ☐ **I earned a bachelor's degree (B.A., B.A.S, B.S) prior to the application deadline.**

    Indicate degree, institution, and year obtained   _____

                                                                   _____

☐ **LPN to RN Track**

    ☐ I have an active, unencumbered Florida Practical Nursing (PN) license (**submit a copy of your Florida PN license with this application**)

    ☐ I am eligible for a Florida PN license (hold a PN license in another state or am currently enrolled in a PN program). I understand that, if accepted, it will be provisional until a **copy of my FL PN license is submitted, which must happen no later than the first day of Spring 2022 classes.**

I certify that the information provided on this application is true and understand that reporting false information will result in my disqualification from the applicant pool and program. Effective communication and emotional intelligence are essential skills in nursing. **If disrespectful or aggressive communication occurs at any time during the application process, you may be removed from the applicant pool.**

_____   _____

Applicant Signature   Date

SUBMIT THE FORM ELECTRONICALLY BY MARCH 1 to asnursing@nwfsc.edu.

Applications received after the March 1 deadline will not be considered.

Step l: Provide your information below: (Please print neatly)

Name:_____Student ID#: _____

College Email:_____Date: _____

Step 2: Complete the Information Session Post-Test

1. An applicant earned a conversion score of 76% on the HESI RN Fundamentals Exam version 1, and a conversion score of 87% on version 2. How many points will the applicant receive for the Selection Point System?
   A. 5
   B. 30
   C. 20
   D. 10

2. What is the final date that official transcripts may arrive at the College to meet the Fall application deadline?
   A. March 1
   B. February 28
   C. July 2
   D. Sept 1

3. An applicant's GPA is calculated using all lower level (1000/2000) classes taken at NWFSC and any other college or university previously attended.
   A. True
   B. False

4. An applicant that has any questions regarding eligibility for licensure in nursing due to problems with past felony charges will need to contact the State of Florida Board of Nursing for answers to their questions.
   A. True
   B. False

5. An applicant who applied for the program for Spring met all the requirements but was not accepted. This same applicant wants to apply for Fall. The only action required of the applicant for this new application cycle will be to complete a new application to the program.
   A. True
   B. False

6. An applicant made an A in BSC 1085C and a C in BSC 1086C. How many points will the applicant receive for this on the Selection Point System?
    A. 10
    B. 0
    C. 2
    D. 5

7. An applicant has taken 5 courses at NWF State College totaling 16 credits and earned an A or B in each one. How many points will he receive for these on the Selective Admission Point System?
    A. 2
    B. 4
    C. 10
    D. 8

8. All general education and nursing courses required for an AS in Nursing degree must be passed with a grade of C or higher.
    A. True
    B. False

9. Will an applicant receive points for their medical certification if they do not send in proof of certification with their application?
    A. Yes
    B. No

10. How many points will an applicant receive for prior military service?
    A. 20
    B. 0
    C. 5
    D. 10

Step 3: Sign the confirmation:
By signing this form, you are stating that you watched the online information Session for the RN program and that you understand the application process (minimum eligibility requirements and timing) for the Northwest Florida State College Nursing Program.

Signature: _____

Step 4: Submit the form electronically to asnursing@nwfsc.edu.

HESI A2 Nursing Admission Exam Information

The HESI Admission Assessment (A2) exam is a computerized test that can include up to seven academic exam sections. The Northwest Florida State College Associate Degree Nursing Program (RN) requires applicants to take the following five sections:

Math
Reading Comprehension
Vocabulary & General Knowledge
Grammar
Anatomy

IMPORTANT: The HESI A2 exam may be taken twice during the current application cycle.

If you take the exam more than two times during the application cycle, only the scores from the first two exams will count towards your program application. No scores will be considered from previous cycles.

Selection Points

For minimum eligibility: you must score at least 75% on **EACH OF THE FIVE** content exams by the published deadline. You will receive one point for each percentage point above 75% as selection points, up to a total of 25 points for each content exam.

To Schedule the HESI Nursing Admission Exam at the Niceville or Fort Walton Beach Campus or the Sikes Center in Crestview

- You must schedule an appointment with the Testing Center to take your exam by using their Online Scheduling System:
  Register Blast
- The HESI exam is given at the Niceville Testing Center in Building 410 or the Sikes Center in Crestview
- You have four hours to complete the exam, so please allow yourself enough time to finish your test before closing. If you do not complete the exam before closing, you will not be allowed to return to finish the exam at a later date.
- Before arriving to take your exam, You **MUST** set up your Evolve account. (See information box below)
- The Testing Center will determine **which version of the exam** (version 1 or version 2) you need to take **based on the current application cycle.**
- You must present a government-issued photo ID or NWFSC ID Card when you arrive at the Testing Center to take your exam.
- The testing fee plus Testing Center registration convenience fee must be paid at the time of registration. You must pay this fee applies each time you take the exam.

Exam versions:

- Even if you took the Admission Assessment exam in the previous application cycle, you MUST take version 1 of the exam in the current cycle; you have the opportunity to take a second version within the current cycle.

- If you have taken the exam during the current application cycle in a different location (via Distance Testing or at another college other than NWF State College), be sure to communicate this with the Testing Center upon registration. Take version 2 of the exam here and contact Evolve to have your first exam scores sent to Tanya Beauregard at beauregt@nwfsc.edu.

If you have questions about how to register for the test, please contact the Testing Center:

Phone: (850) 729-6016
Email: testing@nwfsc.edu

Before Test Day

- **You MUST set up your Evolve account prior to arriving on test day.**
- To set up your Evolve account, click here
- After filling in your personal information you will be given your user name and password. Remember this in order to expedite your login on test day.

We cannot assist you in retrieving your user name and password at the time   of the exam.
If you cannot remember this information, you will not be permitted to   take the   exam.

Things to Bring on Test Day

- Photo ID (such as Driver's License or Student ID)
- Your username/password for your Evolve account (see above)

Test Results

- Your results should be available within 24 hours. You will receive an email with a link to your Evolve account to access your scores.
- This E-Mail will be sent to the address you provided when you created your Evolve account.
- If you take the HESI Exam at the Niceville Campus OR through using the NWFSC code if taken at a Prometrics Testing Center, your scores will be sent to the nursing department electronically.

Repeat Test

- You are only allowed two attempts to take the exam during the application cycle. If you take the exam more than two times during the application cycle, only the scores from the first two exams will count towards your program application.
- The highest score you earn on each individual component will be applied towards your points
- Only scores earned in the CURRENT application cycle will be considered

To Schedule a Test at Another Location (Distance Testing)

- If you live within the United States, you may take the exam at any Prometric Testing Center. The cost for the exam through Prometric is higher than on campus.

- First, you will follow the instructions on the next pages to create an account on Evolve.Elsevier.com and request to schedule a Distance Exam.

- Once you receive your Eligibility notification email from Elsevier, you will be directed to schedule and pay for you exam via the Prometric website.

- To find an exam center near you visit Prometric Elsevier.
  - Click on "Locate"
  - Click on the dropdown menu on "Select a Test"
  - Scroll down and select "HESI Fundamentals Assessment Version 1" or "HESI Fundamentals Assessment Version 2", depending on whether this is the first time or second time you are taking the exam during the *current* admission cycle.

- Go to the testing center of choice, on the scheduled date and time, with your Evolve username & password, along with a valid government issued photo ID.

NORTHWEST FLORIDA STATE COLLEGE DISTANCE TESTING Department ID: 199193

IMPORTANT INFORMATION:

1. Do not use the school's department ID as your student ID when creating your student Evolve account.

2. The first and last name on your Evolve account must be the same as it appears on your government issued photo ID with signature (i.e. Driver's License or Passport). You will not be admitted into the testing lab if there is any discrepancy between what is listed on your Evolve student account and what is presented on your ID.

3. Your government issued ID must include your signature and a photo that resembles your current appearance to gain admittance into the testing center (your middle name/initial is not required).

You will receive an email Confirmation Notice indicating that you may schedule your exam. Please carefully review the information contained in your Confirmation Notice. If name is not correct, or has been changed, please contact Prometric Elsevier. Failure to do so could result in forfeiture of your testing appointment and associated fees.
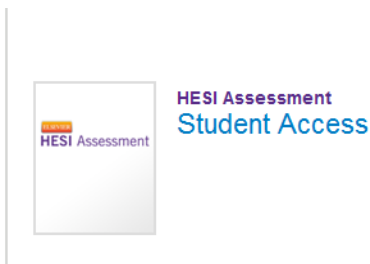
PLEASE NOTE:
You will receive your Eligibility ID within 1-3 business days from receipt of your eligibility request. If you do not see the notification, please check your spam/junk folder.
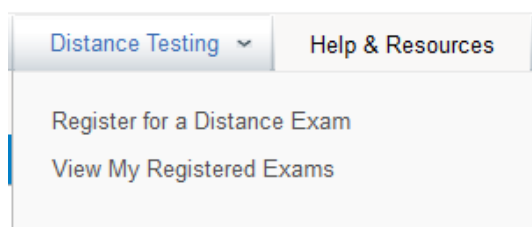
Distance Testing How to Guide

<u>Registration Steps:</u>

1. Create an Evolve Student Account at <u>evolve.elsevier.com</u>.
2. Log into your Evolve Student Account and click on the Student Access link.

3. Click the Distance Testing tab and select Register for a Distance Exam:

4. Enter your school's department ID and select your exam (Obtain the student informational document from your school, as it contains the school's department ID).
5. Confirm that your first and last name match your government-issued photo ID (driver's license or passport). Your ID must contain a photo and signature. Note: the testing center will not review your middle name or address when checking you into the center to take your exam.
6. You will receive an email within 1-3 business days with your eligibility ID and directions for scheduling and paying for your exam.
7. Please review all instructions on the Prometric website page titled Information Review:

Information Review

How to Become Eligible
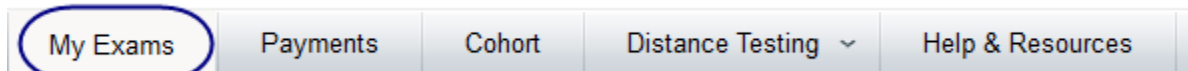Please contact your prospective school for eligibility instructions.

You will receive a Confirmation Notice indicating that you may schedule your exam. Please carefully review the information contained in your Confirmation Notice. If any of the information is incorrect or if the information has changed, please contact Elsevier Review and Testing in Houston at exameligibility@elsevier.com.
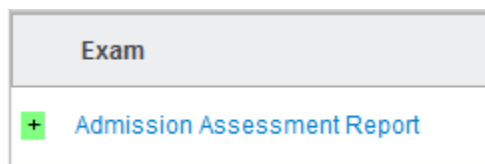
What to Bring to the Testing Center
You will be required to present one valid, government-issued photo ID (e.g., driver's license or passport). The identification document must be in Latin characters and contain your photograph. All other personal items must be locked in a locker for test security purposes, so please limit what you bring to the testing center.

Testing Day:

1. What to bring: Valid government-issued photo ID (driver's license or passport), Evolve username & password. The proctor will be confirming that your signature and first & last name match your ID before you are allowed to enter the testing center and take the exam.
2. Breaks:
   a. Candidates are free to take breaks as needed.
   b. Do NOT click the exit button on your computer screen, as this will end your testing session and you will have to pay for another session.
   c. Your break time will be part of your seat time.
   d. Should you experience technical difficulties when testing, it is imperative that you collect a ticket from the testing proctor and contact Elsevier (800-950-2728).
3. Results:
   a. You will be able to see your grades at the testing site, unless blocked by your institution.
   b. Some testing sites may let you print the results.
   c. You will have access to Admission Assessment results and online remediation within 72 hours of completing your exam by logging into your Evolve student account. All other exam types can take up to 21 business days.
   d. Click on the My Exams tab to access your results

   e. Your Critical Thinking results will be on a separate report and can be accessed by clicking the plus sign by the Admission Assessment Report to list all modules taken. You will then click on the Critical Thinking link to access the report.

NORTHWEST FLORIDA STATE COLLEGE

Associate in Science in Nursing (RN) Curriculum

Semester	Course ID	Course Name	Credit Hours
Before Staring Nursing courses.	BSC 1085C ENC 1101 (MAC 1105 , STA 2023, MAC 2311, MGF 1106, or MGF 1107)	Human Anatomy & Physiology I English Composition I College Level Math **TOTAL** **LPN COHORT MUST HAVE A&P 1 and 2 Completed To Start in Semester 2**	4 3 3 **10**
Semester 1	BSC 1086C HUN 2201 NUR 1021C NUR 1021L	Human Anatomy & Physiology II Nutrition Nursing Process I Nursing Process I Clinical Experience Pharmacologic Principles in Nursing I **TOTAL** **LPN Cohort must take Nutrition by the End of Semester 4**	4 3 6 4 1 **18**
Semester 2	DEP 2004 HUM____ NUR 1231C NUR 1750L NUR 1142	Human Growth & Development Humanities Elective+ Nursing Process II Nursing Process II Clinical Experience Pharmacologic Principles in Nursing II **TOTAL**	3 3 5 4 1 **16**
Semester 3	MCB 2010C NUR 2233C NUR 2233L	Microbiology Nursing Process III Nursing Process III Clinical Experience **TOTAL**	4 6 4 **14**
Semester 4	SYG 2000 or PSY2012 NUR 2241C NUR 2241L NUR 2811L	Sociology or Psychology Nursing Process IV Nursing Process IV Clinical Experience Nursing Clinical Practicum **TOTAL**	3 5 3 3 **14**
		TOTAL HOURS	**72**

+Be sure to take a "Core" Humanities course that incorporates the Oral Communication component which satisfies the program's "Speaking-Across-the-Curriculum" requirement. If you have a previous bachelor's degree, you have met this requirement.

Northwest Florida State College
LPN to RN Track Program Estimated Expenses
(including all general education courses)

NWFSC Nursing Program Expenses	Semester 1 14 Credit Hours	Semester 2 16 credit hours	Semester 3 17 credit hours	Semester 4 14 credit hours	Total
Florida Residents: 61 credit hours @ $104.12 credit hour***	$1,457.68	$1,665.92	$1,770.04	$1,457.68	$6,351.32
Non-Florida Residents: 61 credit hours @ $398.02 credit hour***	$5,572.28	$6,368.32	$6,766.34	$5,572.28	$24,279.22
Textbooks (Approximate per year)	**	$725.00	$150.00		$875.00
Computer Tablet Required for Class and Clinicals		$250.00			$250.00
eLearning tools (Nursing Central & SimChart)		$114.00	$114.00	$114.00	$342.00
Lab Skills Kit (Approximate per year, paid as part of registration fee)		$185.00	$160.00	$70.00	$415.00
Laboratory Fees (Approximate per year, paid as part of registration fees)		$107.00	$107.00	$92.00	$306.00
Standardized Testing Fees (Paid as part of registration fees)		$150.00	$150.00	$150.00	$450.00
Clinical Laboratory Attire		$350.00			$350.00
General college fees (Student ID, online/hybrid course fee)		$24.00	$15.00	$15.00	$54.00
Criminal Background and Drug Testing		$150.00			$150.00
Physical Examination & Immunizations (may vary due to student's personal health insurance carrier)		$350.00			$350.00
Adult, Infant, Child CPR and AED Training		$50.00			$50.00
Licensure Examination (NCLEX-RN), Licensure, & Fingerprinting Fees)				$410.00	$410.00
*Estimated Costs for Florida Resident	$1,457.68	$4,120.92	$2,466.04	$2,308.68	**$10,353.32**
*Estimated Costs for Non-Florida Residents#	$5,572.28	$8,823.32	$7,462.34	$6,423.28	**$28,281.22**

ALL FEES ARE ESTIMATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.

*Fees for classes reflect the tuition effective Fall 2019.

** Fees and textbook costs for general education classes are not included due to varying nature of the courses.

***Tuition costs include general education classes required for the ASN degree. Students may have completed some or all of the general education courses prior to acceptance into the program.

Present this chart to your financial aid adviser or donor for verification of estimated nursing program costs.

*#Alabama In-State Fees: Alabama residents qualify for in-state fees at NWFSC plus a $1.00 per credit hour border state fee.