

# **NORTHWESTERN STATE UNIVERSITY**

## **College of Nursing**

### **Associate of Science in Nursing (ASN)**

### **Bachelor of Science in Nursing (BSN)**

#### **ACCREDITATION**

The Associate of Science in Nursing, the Bachelor of Science in Nursing and the Masters of Science in Nursing Programs at NSU are approved by the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, LA 70810, telephone number (225) 755-7500. The Associate of Science in Nursing is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326. The baccalaureate degree in nursing at Northwestern State University is accredited by the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC, 20036, (202) 887-6791.

Comparative information regarding tuition, fees, and length of nursing programs in this geographical area is available from the National League for Nursing, The Watergate, 2600 Virginia Ave, NW, 8<sup>th</sup> floor, Washington, D.C. 20037, telephone 800-669-1656.

#### **SPECIAL ADMISSION, PROGRESSION, DISMISSAL AND GRADUATION POLICIES**

**Students who select the Bachelor of Science in Nursing or the Associate of Science in Nursing as a major must meet University admission requirements and comply with academic regulations and policies. Students who have been dismissed from the ASN or BSN program at Northwestern are not eligible for readmission in either the ASN or BSN program for a minimum of 3 years. Students transferring to Northwestern from another nursing program must provide a letter stating they are in good standing and eligible for readmission to, or continuation in, that program in order to be considered for admission to clinical nursing courses in the ASN or BSN program at NSU.**

A student who has:

- (1) been issued a citation or summons for, or has/have warrant(s) been issued against, related to, or been arrested, charged with, arraigned, indicted, convicted of, pled guilty “no contest”/nolo contendere/“best interest of” or any similar plea to; or been sentenced for any criminal offense, including all misdemeanors and felonies in any state or other jurisdiction,
- (2) had a license to practice nursing or as another health care provider denied, revoked, suspended, sanctioned, or otherwise restricted or limited, including voluntary surrender of license—including restrictions associated with participation in confidential alternatives to disciplinary programs,
- (3) been discharged from the military on ground(s) other than an honorable discharge,
- (4) been diagnosed with or has had a medical, physical, mental, emotional, or psychiatric condition that might affect your ability to safely practice as a registered nurse,
- (5) had a problem with, been diagnosed as dependent upon, or been treated for mood altering substances, drugs or alcohol, or
- (6) been diagnosed as dependent upon/addicted to, or been treated for, dependence upon medication

**must** receive approval from the Louisiana State Board of Nursing (telephone: 225-755-7500) before being accepted into this program. Failure to disclose or to correctly answer these questions constitutes falsification of documents and may result in delay or denial of admittance. The Louisiana State Board of Nursing will conduct a criminal records check on all applicants.

If a student is admitted to the clinical sequence of the program, any subsequent disciplinary action, arrest, criminal charge or conviction, addiction, or impairment etc. shall also be reported **IMMEDIATELY** to the appropriate Program Director and to the Louisiana State Board of Nursing (LSBN). All required documents shall be forwarded to the LSBN for evaluation in determining the student's eligibility to continue in the clinical sequence of the program.

The following statements relating to admission, progression, and dismissal are consistent with the policies of the University.

### SPECIAL ADMISSION REQUIREMENTS FOR THE UNIVERSITY

1. An Application for Admission to the University with appropriate fee.
2. Official transcripts from all universities attended to the Office of Admissions, 175 Sam Sibley Street, Northwestern State University, Natchitoches, LA 71497-0002 and to the College of Nursing and School of Allied Health, 1800 Line Avenue, Shreveport, LA 71101-4653.
3. All freshman and transfer applicants with fewer than three credits in English composition and three credits in college mathematics beyond the developmental level must submit scores from the ACT assessment.

### ENROLLMENT IN CLINICAL NURSING COURSES

Admission to the University does not guarantee enrollment in clinical nursing courses. Selection for enrollment in nursing courses is on a competitive basis for available spaces. Students must meet the following minimum criteria to be considered for selection for enrollment in clinical nursing courses:

1. Admission to the University and submission of all official transcripts to the Office of Admissions on the Natchitoches campus.
2. A cumulative grade point average of 2.0 or above.
3. A minimum grade of "C" in all required biology, chemistry, mathematics, and nursing courses.
4. Completion of pre-requisite general academic courses toward the degree.
  - a. ASN Program – first semester of curriculum pattern.
  - b. BSN Program – first three semesters of curriculum pattern (may be in the process of completing during the semester prior to applying for clinical nursing courses).

**NOTE: In order to be eligible for enrollment in NURB 3030 (Nursing as a Profession) and/or 3050 (Pathophysiology), students must have completed the courses in the first two semesters of the curriculum pattern AND either be enrolled or have already taken the general education courses in the 3<sup>rd</sup> semester of the curriculum pattern. Additionally, a minimum GPA of 2.7 in courses required for the BSN degree is required in order to be enrolled in NURB 3030 (Nursing as a Profession) and NURB 3050 (Pathophysiology) and the student must achieve the minimum (or higher) score on the entrance exam.**
5. Minimum grade point average of 2.7 in all courses completed that are required for the degree excluding electives. The ASN and BSN program calculates GPA for **clinical ranking** using grades earned in required

courses completed at the time of the application. Courses students are enrolled in at the time of the application are not used for ranking unless the course grade is available prior to the ranking process.

6. Completion of required entrance exams for nursing, achieving at least the minimum required score on the exam.
  - A. Completion of required entrance exam for nursing.
    1. May have only one attempt per semester.
    2. Achieve at least the minimum required score on the exam.
    3. Maximum of two attempts allowed regardless of program (ASN/BSN)
  - B. Failure to earn the minimum required score within two attempts will result in the student being denied admission into clinical nursing courses in both the ASN and BSN programs for one calendar year from the date of the second attempt.
  - C. After one calendar year, the student may repeat the required entrance exam procedure as outlined above.
    1. If student achieves the minimum required score, they may then apply for admission, as long as all other criteria is met.
    2. Failure to earn the minimum required score at this time will result in the student being denied admission into clinical nursing courses in both the ASN and BSN programs for three calendar years.
  - D. Additional information may be found on the College of Nursing website.
7. Completion of an Application to Enroll in Clinical Nursing Courses form including:
  - a. Copy of scores on required entrance examinations for nursing.
  - b. Verification of licensure as a health care provider (if applicable).
  - c. Response to any Request for Waiver of Policy (if applicable).
  - d. Final order of the Louisiana State Board of Nursing (if applicable).
  - e. Completion of required criteria and submission of completed Application to Enroll in Clinical Nursing Courses in the Office of the Director of Undergraduate Studies in Nursing by **CERTIFIED MAIL** no later than the following deadlines:
8. Completion of required criteria and submission of completed Application to Enroll in Clinical Nursing Courses in the office of the ASN or BSN Program Director by **CERTIFIED MAIL**, no later than the following deadlines:
  - Fall enrollment –May 15<sup>th</sup>
  - Spring enrollment - August 15<sup>th</sup>
9. An application to enroll in clinical nursing courses is valid for one semester only.
10. No application to enroll in clinical nursing courses will be accepted after the designated deadlines.

## SELECTION FOR ENROLLMENT IN NURSING COURSES

Admission to the University does not guarantee enrollment in nursing courses. Applicants who submit a completed Application to Enroll in Clinical Courses will be selected for admission on a competitive basis according to the following variables:

1. Grade point average in all courses completed that are required for the degree excluding elective hours.
2. Pattern of repeated pre-requisite general academic courses required for the degree.
3. Entrance examination scores.
4. Number of general academic credit hours required for degree completed at Northwestern.
5. Completion of a baccalaureate or higher degree and/or licensure in the health care system.

Students admitted to the first clinical nursing course must submit all documents required by the Louisiana State Board of Nursing by the stated deadline. Applicants who fail to do so will NOT be accepted into first level clinical courses. Applicants must, also, complete an Undergraduate Studies in Nursing Health Form within four weeks following registration. These forms will be mailed to applicants with notification of acceptance for enrollment in nursing courses. The physical examination and laboratory tests can be conducted no earlier than six weeks prior to registration.

### CRITERIA FOR PROGRESSION IN UNDERGRADUATE STUDIES IN NURSING

1. Complete pre- and co-requisites for courses outlined in the curriculum pattern.
2. Earn at least a 2.0 GPA on courses outlined in the curriculum pattern.
3. Earn a minimum grade of "C" in all required biology, chemistry, and mathematics courses.
4. Earn a minimum grade of "C" in all required nursing courses before progressing to the next required nursing course(s).
5. Standardized examinations are utilized in all course levels and are included as part of the course grade.
6. A nursing course may be repeated one time only. A maximum of two different nursing courses may be repeated, including those dropped with a W or W+ grade.
7. A student repeating a nursing course must concurrently enroll in the co-requisite nursing course. Re-enrolling in a co-requisite course in which the student had previously received a passing grade will not be counted as repeated nursing hours for the dismissal policy. The most current grade earned will be the grade for the course. Students repeating first level must submit an "Application to Enroll in Clinical Nursing Courses". All grades earned in courses required in the curriculum (including the failing grades in first level nursing courses) will be utilized to calculate the GPA which will be utilized to rank the student. Students approved to repeat-re-enroll- re-enter 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> (5<sup>th</sup> level for BSN Program, only) will be accepted based on space available.
8. Must maintain current BLS and remain current with health form requirements.
9. A student must have his/her primary major declared for the program from which he/she plans to graduate.

### CRITERIA FOR DISMISSAL FROM UNDERGRADUATE STUDIES IN NURSING

A student is subject to dismissal from Undergraduate Studies in Nursing for the following reasons:

1. Failure to earn the minimum required score on the entrance examination as noted in Criterion 6 of Enrollment in Clinical Nursing Courses.
2. Failure to earn a minimum grade of "C" in more than 2 required nursing courses.

3. Student will be dismissed if the student has been unsuccessful after two enrollments in the same required nursing course (including "W or W+).
4. Participation in academic cheating and/or unauthorized possession of an examination.
5. Plagiarism.
6. Falsification of patient and/or agency records.
7. The unlawful and/or unauthorized use, abuse, possession, distribution, transportation, manufacture, concealment, consumption, promotion or sale of alcohol, illegal drugs, legal drugs obtained illegally, controlled substances, or designer drugs.
8. Illegal possession of weapons.
9. Theft.
10. Lack of professional compatibility or unsafe clinical practice as identified by the faculty in either of the Undergraduate Nursing programs.

## CRITERIA FOR GRADUATION

Criteria for graduation from the BSN or ASN programs are:

1. Complete the University requirements for graduation.
2. Complete the approved curriculum within a four-year period after enrollment in the first clinical nursing course.
3. A minimum grade of "C" in all required biology, chemistry, mathematics, and nursing courses.
4. **ASN students** must pass the comprehensive standardized exam given in 4<sup>th</sup> level. Students who fail to earn a passing score on the examination (1<sup>st</sup> attempt) will remediate missed content and may repeat the examination one time. Failure to earn a passing score on repeat examination (i.e., the 2<sup>nd</sup> attempt) will result in a grade of "Incomplete" in the course and the policy for "incomplete" (as per University catalogue) will be followed. The student(s) will, again, remediate and may repeat the exam (i.e., the 3<sup>rd</sup> and final attempt). Success on the 3<sup>rd</sup> attempt will result in reversal of the "incomplete" and the appropriate course grade will replace the "incomplete". Failure to pass the standardized exam on the 3<sup>rd</sup> attempt will result in a failing grade in the course, and the student will have to repeat the course, if eligible to do so.

**BSN students** MUST pass the comprehensive standardized examination in order to graduate from the BSN Program. The examination is given the first time in 4<sup>th</sup> level. The comprehensive standardized examination will be given a second, and if necessary, a third time in 5<sup>th</sup> level. Failure to pass the standardized exam on the 3<sup>rd</sup> and final attempt will result in a failing grade in the course, and the student will have to repeat the course, if eligible to do so.

5. Students must have their correct major on file with the registrar in order to graduate.

## REQUESTS FOR WAIVER OF POLICIES

1. Forms for Waiver of the Admission, Progression, Dismissal, and Graduation Policies should be submitted to:
  - Northwestern State University
  - College of Nursing and Allied Health
  - Appropriate Program Director (ASN or BSN)

1800 Line Avenue  
Shreveport, Louisiana 71101-4653

A committee will review the request for waiver and make recommendation to the appropriate Program Director. The student will receive written notification regarding the decision.

Forms pertaining to admission, progression, dismissal, and graduation policies can be obtained from any of the following College of Nursing offices:

**SHREVEPORT CAMPUS**

Northwestern State University  
College of Nursing and Allied Health  
1800 Line Avenue  
Shreveport, LA 71101-4653

Phone: 318.677.3015

**ALEXANDRIA/CENLA CAMPUS**

Northwestern State University  
College of Nursing and Allied Health  
Rapides Medical Center  
211 Fourth Street  
Alexandria, LA 71301

Phone: 318.769.7991

(Second CENLA location)

Northwestern State University  
College of Nursing and Allied Health  
Learning Center for Rapides Parish  
1410 Neel Kearby Boulevard  
Alexandria, LA 71303

Phone: 318.484.2184 (ext. NSU)

**NATCHITOCHE CAMPUS**

Northwestern State University  
College of Nursing and Allied Health  
118 Fournet Hall  
Natchitoches, LA 71497

Phone: 318.357.6877 (NURSE)

**LEESVILLE/FT. POLK CAMPUS**

Northwestern State University  
College of Nursing and Allied Health  
3329 University Parkway  
Leesville, LA 71446

Phone: 337.392.3100

2. For information on Grade Appeals or University Suspension Appeals, refer to the University Academic Regulations and Policies in the [General Catalog](#).
3. For students who select the LPN to ASN or LPN to BSN, see the LPN to ASN or LPN to BSN APDG policy.

Revised: October 2015; December 2016

Effective: Spring 2017