

NORTHWESTERN STATE UNIVERSITY

College of Nursing

Associate of Science in Nursing (ASN)

Bachelor of Science in Nursing (BSN)

APDG POLICIES

ACCREDITATION

The Associate of Science in Nursing and the Bachelor of Science in Nursing Programs at NSU are approved by the Louisiana State Board of Nursing, 17373 Perkins Road, Baton Rouge, LA 70810. 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, 655 K. Street NW, Suite 750, Washington, DC, 20001, (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, 8th 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 from the transferring nursing program stating the student is 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 **must** receive approval from the Louisiana State Board of Nursing (LSBN) before being accepted into either program. Failure to disclose or to correctly answer the questions constitutes falsification of documents and may result in delay or denial of admittance. The Louisiana State Board of Nursing will conduct a criminal background check (CBC) on all applicants. For further information, students may refer to the "*Guidelines for Denial or Delay of Licensure, Reinstatement, or the Right to practice Nursing as a Nursing Student,*" article 3324 and 3331 located on the LSBN website: <http://www.lsbn.state.la.us/Education/RNStudents.aspx>. Students are encouraged to review the LSBN website, but be advised, the student is not to personally contact the LSBN without direct guidance from a faculty member.

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, English, mathematics, and nursing courses. Students must have completed anatomy and physiology courses within ten (10) years of application to the program.
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 3rd 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.

- c. NURA 1050 (History, Issues, and Trends in Nursing) and NURB 3030 (Nursing as a Profession), and NURB 3050 (Concepts of Altered Health States) must be completed within four (4) years of application to the program.
- 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 all required immunizations and other health information.
- 7. 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) per academic year (including fall, spring, and summer semesters).
 - b. Failure to earn the minimum required score within four attempts will result in the student being denied admission into clinical nursing courses in both the ASN and BSN programs for three calendar years from the date of the last attempt.
 - c. After three calendar years, 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 are 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.
 - d. Additional information may be found on the College of Nursing website.
- 8. Completion of an Application to Enroll in Clinical Nursing Courses form including:
 - a. Completion of the **online** Clinical Application must be completed by the required deadlines.
 - b. Providing a copy of scores on required entrance examinations for nursing.
 - c. Verification of licensure as a health care provider (if applicable).
 - d. Response to any Request for Waiver of Policy (if applicable).
 - e. Final order of the Louisiana State Board of Nursing (if applicable).
 - f. Completion of required criteria b-e must be submitted to the ASN/BSN Program Director by **CERTIFIED MAIL or hand delivered no later than** the following deadlines:

- i **Fall enrollment –April 15th**
 - ii **Spring enrollment – August 15th**
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 criteria:

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 a 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, English, 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 completed 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. Reenrolling 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 2nd, 3rd, 4th and 5th (5th level for BSN Program, only) will be accepted based on space available.

8. Must maintain current BLS and remain current with health form requirements and immunizations.
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 examinations.
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. Improper or abusive use of social media.
11. 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, English, mathematics, and nursing courses.
4. Completion of all standardized examinations and/or NCLEX reviews as prescribed in each course.
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

Revised: October 2015; December 2016; December 10, 2018, January 2020

Effective: Spring 2020

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 online or 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

NATCHITOCHEES CAMPUS

Northwestern State University
College of Nursing and Allied Health
118 Fournet Hall
Natchitoches, LA 71497
Phone: 318.357.6877 (NURSE)

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

LEESVILLE/FT. POLK CAMPUS

Northwestern State University
College of Nursing and Allied Health
3329 University Parkway
Leesville, LA 71446
Phone: 337.392.3100

(Second CENLA location)
Northwestern State University - CENLA
1410 Neel Kearby Boulevard
Alexandria, LA 71303
Phone: 318.484.2184 (ext. NSU)

2. For information on Grade Appeals or University Suspension Appeals, refer to the University Academic Regulations and Policies in the General Catalog. The student may also access this and other information online at the Office of the Registrar.
3. For students who select the other available Nursing degree options, please refer to the appropriate APDG policy:
 - LPN to ASN, see the LPN to ASN APDG Policy.
 - Military Medic/Paramedic to RN APDG Policy
 - LPN to BSN, see the LPN to BSN APDG Policy.
 - BS to BSN Option, see the BS to BSN APDG Policy.
- RN to BSN Option, see the RN to BSN APDG Policy.