



NURSING

RN-TO-BSN PROGRAM

Application for Program Readmission

Students who wish to return to the RN-to-BSN program after a break in enrollment of more than one (1) non-summer semester must complete the application for readmission provided on the following page. Applicants seeking program readmission are subject to the policies and procedures of the Department in place at the time of the student's return to the program. Consequently, it is the responsibility of the student to be aware of changes in requirements or policies for both the University and the Department of Nursing during his/her absence. Program readmission is not guaranteed, and applicants are accepted as space permits.

Additionally, the academic program reserves the right to place specific conditions and contingencies on any offer of readmission to be determined on a case-by-case basis. Students who have been granted this type of conditional acceptance must satisfactorily complete their individualized remediation before progression through the baccalaureate program is possible. Failure to comply with or satisfactorily complete any portion of this remediation program will prevent the student from progressing any further within the baccalaureate nursing program at ASU.

Applicants seeking readmission to the Department of Nursing's RN-to-BSN Program must **FIRST apply for readmission into Albany State University and be admitted in good standing** with the University. It is recommended that students apply to the University at least **1 month prior to the application deadline**, as admission processes may take up to 4 weeks to complete (including articulation of transfer evaluations).

Following readmission into the University, applicants must then complete this application for program readmission and attach a \$20.00 application fee payable **ONLY** in the form of a money order made out to Albany State University (this payment is non-refundable). Applications and money orders must be received by the Department of Nursing by the following deadlines:

Spring Semester Applications: November 1

Summer Semester Applications: April 1

Fall Semester Applications: June 1

Applications may be mailed or hand-delivered to the following address:

**Albany State University, West Campus
Department of Nursing
2400 Gillionville Road
Albany, Georgia 31707**

*If you wish to receive confirmation that your application has been received, please include a self-addressed, stamped envelope for your receipt; verification of receipt will **not** be given by telephone or via email.*

NO APPLICATIONS WILL BE ACCEPTED AFTER THE DEADLINE

ADMISSION TO THE RN-TO-BSN PROGRAM:

The RN-to-BSN nursing program has a competitive admission. Students will be granted admission according to their qualifications and the completeness of their application packet.

Applicants must:

1. **FIRST**, submit an application for admission/readmission to Albany State University and **be admitted** in good standing.
2. **AFTER being accepted/readmitted as a student** at Albany State University, submit the completed application and the \$20.00 application fee money order by the application deadline.
3. Be a graduate of an **accredited** associate nursing degree program.
4. Have a current, unrestricted U.S. Registered Nurse license. The new pre-licensed graduate associate degree nurse may register for the first semester of the RN-to-BSN program. These are the only nursing courses the pre-licensed associate degree graduate nurse may take in the nursing major prior to licensure. **Please attach a copy of your professional license WITH the admission application.**
 - a. After successful completion of 8 semester hours of the RN-to-BSN program, 33 semester hours of equivalent credit for previous nursing courses will be awarded.
5. Core curriculum requirements:
 - a. For completion of the RN-to-BSN program in 2 consecutive semesters of full-time matriculation after acceptance into the program, a student must have no more than 0 to 12 hours of core to complete.
 - b. For completion of the RN-to-BSN program in 4 consecutive semesters of part-time matriculation after acceptance into the program, a student must have no more than 0 to 24 hours of core to complete.
 - c. Have completed MATH 2411 (Introduction to Statistics) and a sequence of one of the following Area D science classes:
 - BIOL 1111K/1112K or 2107K/2108K
 - CHEM 1151K/1152K or 1211K/1212K
6. Have a minimum 2.8 (based on a 4.0 scale) overall GPA on all coursework attempted at all institutions attended. Admission is based on a competitive application process.
7. Applicant must not have been excluded/dismissed from any other nursing program for any reason, including (but not limited to) academic misconduct, disruptive/unprofessional behavior, or program failure.
8. Following acceptance into the nursing program, students must submit the following documentation prior to the last date to add courses for the semester ("Schedule Adjustment Days"). Students who do not meet this requirement will be dropped from the clinical nursing course.
 - a. **Certificate of immunization:** Must be on file in Student Health Services indicating that all immunizations are current based on his/her age. Immunizations include Hepatitis B (or waiver), MMR, tetanus, varicella, flu, tuberculosis, and any other immunization(s) deemed necessary by the University and/or the clinical site.
 - b. **BLS card:** A current CPR (cardiopulmonary resuscitation) basic life support (BLS) card. All students must be certified by the American Heart Association (AHA) in child and adult BLS for health care providers. This certification must be maintained throughout the program (renewed every 2 years). An outdated CPR certification will prohibit the student from attending clinical practice experiences.
9. Following admission to the nursing program, students must submit the following documentation prior to the course's established pre-clinical deadline: malpractice insurance, proof of active health insurance (or enrollment into the student health insurance plan), a complete criminal background check, and a drug test at the expense of the student. The criminal background check will be completed utilizing PreCheck.com.
 - a. Students are subjected to compulsory background checks per clinical agency requirements and may also be required to submit to random tests for illegal use of controlled substance as a provided by the law or regulations of the contracting agency. If the site refuses to allow a student to attend clinical experiences, the nursing program is not obligated to find another clinical site. The student may not be able to complete the nursing program at ASU. Therefore, it is important to conduct personal record checks prior to admission to the nursing program.

NOTE: A student who has failed (D, F, or WF) two (2) nursing courses, whether at a 2-year or 4-year institution (including ASU) will not be eligible for admission or continuation in the nursing program at ASU. Students with no more than two (2) nursing failures may be considered for entry (or reentry) into the nursing program on a case-by-case basis only after a 5-year period has passed from the most recently-earned failure. Only one (1) nursing failure may be forgiven.



NURSING

APPLICATION FOR READMISSION RN-to-BSN Program

I have applied to and have been readmitted as a student in good standing to Albany State University.

YES (if so, please continue with this application)

NO (if so, please **STOP** and apply to ASU first)

PLEASE PRINT CLEARLY:

1. Last semester and year enrolled in the RN-to-BSN program: _____

2. Semester and year for which you are reapplying: _____

3. Name: _____

Last

First

MI

Maiden

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

Student ID#: _____ (**applications are not accepted without Student ID**)

Personal Email: _____

4. Are you currently working as a RN? Yes No

If "Yes," please provide a copy of your state(s) RN license.

5. Has any state board of nursing ever imposed disciplinary action against you? Yes No

If yes, please attach a notarized letter explaining the details of the situation.

6. Describe your projected plan for completion of any outstanding core courses prior to graduation.

I have read and understand the "Readmission/Progression after Absence from Program" policies detailed within the *Bachelor of Science in Nursing Student Handbook*, especially those regarding program readmission and potential remediation requirements. Further, I understand that completion and submission of this application packet does not guarantee readmission to the nursing program, and another application will be required if I am not selected for the requested semester.

Signature

Date