COLUMBIA GORGE
COMMUNITY COLLEGE

Associate of Applied Science
Degree in Nursing

2018-19 PROGRAM ADMISSIONS PACKET

Mark your calendar for the following important dates:

Application Deadline:
Thursday, February 15, 2018 at 3:00pm

Admissions Process Dates:
Proctored Essays & HSRT Exam: April 12-13, 2018

After Program Acceptance/Wait List:
Mandatory Meeting: June 18, 2018 <u>or</u>
June 22, 2018, 10am-12noon

2018-19 Nursing Admissions Packet

Thank you for your interest in the Columbia Gorge Community College (CGCC) nursing program.

CGCC's Nursing program has joined with other community college programs and all campuses of Oregon Health and Science University (OHSU) in a unified approach to nursing education. This collation of statewide nursing educators and programs is known as the Oregon Consortium for Nursing Education (OCNE). OCNE schools have comparable prerequisites and application processes for students. Acceptance to the program allows for co-admission to CGCC and OHSU nursing programs. The program is designed to provide students the option of completing an Associate's degree from CGCC and/or a bachelor's degree in nursing from OHSU. As such, the course work is outlined in a "four-year" framework:

Year One: Prerequisite coursework
Year Two: First year OCNE curriculum- CGCC
Year Three: Second year OCNE curriculum- CGCC students may earn an AAS degree and be eligible to take the NCLEX RN licensure test.
Year Four: Upper division nursing coursework through OHSU with upper division arts, letters and sciences from an
(optional)   accredited university. At the end of this year, students will earn a Bachelor of Science in Nursing degree.

Students who have successfully completed NRS 110 and subsequently fail or withdraw from a course later in the program are not eligible to apply for admission to NRS 110 as that course has already been completed. These students must submit a Nursing Program Re-Entry application.

Admission Requirements

Applicants to the Nursing program must meet the following requirements:

- Completion of prerequisite and pre-program coursework. Students must complete 30 credits of the minimum 45-credit pre-program (prerequisite courses with a letter grade of "C" of better and a prerequisite cumulative GPA of 3.00). These credits must be completed prior to the application deadline and must include Intermediate Algebra and Human Anatomy & Physiology I.

- Submission of official (unopened) college transcripts for all courses to be considered in the awarding of points demonstrating a cumulative GPA of 3.00 or greater. A transcript for all classes taken at CGCC will be produced by Student Services and placed in your application packet; however, you must indicate CGCC on the application form as one of the colleges attended. If you are a CGCC student and have taken classes at Portland Community College (PCC) since fall 2013, you must request an official transcript from PCC.

- Completion of all required forms, including an online CGCC Admissions form. A checklist of required documents is provided as part of the application packet.

Note: It is very important to meet with an advisor in planning for application to the program to ensure all requirements are completed by the application deadline. Schedule an advising appointment by calling Student Services in The Dalles at 541-506-6011 or Hood River at 541-308-8211.

Required Prerequisites

All program prerequisites must be completed with a letter grade of "C" or better. The required prerequisites must be completed within the seven years prior to the application deadline, and no later than the end of fall term 2017. For repeated courses, the most recent grade will be used.

- **BI 231 Anatomy and Physiology, 4 credits (BI 231 prerequisite: BI 112 or BI 211)** – BI 231 must be completed with a grade of "C" or better within the seven years prior to the application deadline and no later than fall term 2017. The entire sequence of anatomy and physiology is required for the nursing program.

- **MTH 95 Intermediate Algebra, 4 credits** – Completion of MTH 95 or a higher level math course for which MTH 95 is a prerequisite with a grade of "C" or better within the seven years prior to the application deadline and no later than fall term 2017. If the math prerequisite course was taken prior to winter 2011, the applicant must place into MTH 111 on a placement test. Placement test results must be submitted with the application packet and must not be older than 2 years (fall term 2015). CGCC accepts COMPASS, ASSET and ACUPLACER placement results. Mth98 & MTH105 will not meet the prerequisite.

Pre-program Requirements

All pre-program requirements must be completed with a letter grade of "C" or better and taken no later than spring 2018. At least 30 of the pre-program credits must be completed (including above prerequisites) by application deadline. Points are only calculated for credits completed at time of application deadline. BI232, 233, 234 must be completed within seven years of application deadline in order to count for points. After that, they must be completed by the end of spring term 2018 in order to be considered. The following is a list of required preprogram course work:

- **Anatomy and Physiology Sequence** (BI231, 232, 233)
- **BI211, Principles of Biology,** 4-5 credits
- **BI234, Microbiology,** 4-5 credits
- **WR 121 English Composition,** 3-4 credits
- **WR122 English Composition II,** 3-4 credits
- **FN225, Nutrition,** 3-4 credits
- **PSY201A, General Psychology,** 3-4 credits
- **PSY215, Human Development Psychology,** 3-4 credits
- **MTH 95 or higher (MTH98 or MTH105 does not count)** 4 credits

Pre-program Coursework (optional for point totals or required to complete degree)

The following coursework may be completed for points and/or required for the degree but are optional pre-program requirements.
- **WR227 Technical Writing,** 3-4 credits (This course is a degree requirement.)
- **MP111, Medical Terminology,** 4 credits, grade of "B" or better
- **Additional general education requirements as needed to complete the 45-credit minimum.**

Basic Computer Literacy

The CGCC Nursing program does not require a computer science prerequisite, however, success in a nursing program requires that students be computer literate, including at least word processing, use of spreadsheets and web searches. Students with no computer experience should discuss with an advisor, ways to remediate this competency prior to entering the nursing program.

Application and Admission Process

- Applicants will submit a complete application packet including official transcripts through fall 2017, all required forms and a $50.00 non-refundable Nursing application-processing fee to the Student Services Office by the **application deadline of 3:00 p.m., February 15, 2018.**
  Official transcripts with prerequisites and pre-program coursework taken fall term 2017 must be received at CGCC by application deadline to count towards the 30-credit requirement. Official transcripts recording winter and/or spring 2018 grades to meet the 45-credit requirement and pre-requisite completion requirement must be received by July 6, 2018.

- After the application deadline, admissions staff will evaluate each application for completeness and eligibility.

- All applicants will be assigned a secured CGCC email account. A letter will be sent to your physical address providing you with directions to access this account for future correspondence.

- Applications will be evaluated according to the point system below.

- The top 48 scoring applicants will be invited to schedule a proctored essay and take an HSRT exam.

- Up to twenty-four (24) students will be accepted. A maximum of twenty-four (24) alternates will also be chosen. In case of a tie when scoring is completed, preference will first be given to veterans or spouse of a veteran. If there is still a tie, CGCC district residents will receive preference, followed by residents of Klickitat County, Washington, prerequisite GPA, and lottery.

- Three points for residency will be awarded to the following:
  1. Applicants who reside in Gilliam, Hood River, Sherman, Wasco or Wheeler counties in Oregon and Klickitat or Skamania counties in Washington.
  2. Out of district residents who have completed 30 credits or more at CGCC including prerequisite courses and other supporting coursework.
  NOTE: Applicants must reside in the above-mentioned counties for ninety (90) days PRIOR TO APPLICATION as verified by the required Declaration of Residency and supporting documentation (see page 9).

- Support services for students with disabilities are available at CGCC. Students requesting assistance related to a disability should contact the Disability Resources Advisor at 541-506-6046 or sdahl@cgcc.edu for information.

Admissions Point System

The following are awarded points in the application process to the Nursing program. It is strongly advised that students preparing for application complete as many of the supporting courses as possible. This will benefit applicants in two ways: it allows students to receive points in the application process for the completed courses and reduces the amount of credits taken each term while in the program. For repeated courses, the most recent grade will be used.
Eligible applicants will be assessed according to the following point system:

Type of Points	Maximum Points
Prerequisite GPA GPA is calculated based on the grades earned among the credits of prerequisites (minimum of 30 credits); (GPA x 24) – 56 = Points	40 points
Completion of A & P series (I, II, III) • 3 points= two quarters of the sequence by end of fall term • 5 points- complete the full sequence by end of fall term.	5 points
Prior degree (2-year degree or higher)	1 point
Completion of all prerequisite credits: 5 points = complete all prereq/pre-program credits (minimum of 45) by end of fall term 3 points = complete 37 but less than all credits by the end of fall term	5 points
Completion of MP 111	3 points
Completion of WR227	3 points
Residency within service district	3 points
Veteran of US military services with honorable discharge DD214 Member 4 Copy required	2 points
CNA or LPN or EMT unencumbered license (Submission of copy of license or printout from State licensing agency showing that license is unencumbered)	3 points
Proctored Essay	30 points
Proctored HSRT Exam ($25 fee)	5 points
Total Points	100

Upon Acceptance

Notification of final admissions status will be mailed to each applicant no later than May 10, 2018. Upon notification of admission or waitlist, students must indicate in writing by the stated deadline their intention to enroll, or their position will be given to the next person on the waitlist. Students accepted into the CGCC Nursing Program for fall 2018 will be required to pay a **$100 non-refundable deposit**, submit proof of payment along with their acceptance form and proof of having had, at a minimum, the first Hepatitis B immunization of the series (at any time in the past) by Thursday, May 31, 2018 to hold their place in the program. This deposit will be applied toward fall 2018 tuition.

Following is a list of key things that will be required by the Nursing Department after acceptance into the program:

- All forms, requirements (including immunizations*) and further information will be provided during a mandatory meeting, June 18, 2018 OR June 22, 2018 for all accepted students and waitlisted students.

Nursing Program Curriculum

Prerequisites/Required Preparatory Courses

BI211 General Biology I with lab	4 credits
(Or department chair acceptance of transfer biology with genetics)	
BI231 Anatomy and Physiology I with lab	4 credits
BI232 Anatomy and Physiology II with lab	4 credits
BI233 Anatomy and Physiology II with lab	4 credits
BI234 Microbiology	4 credits
MTH95 Intermediate Algebra or higher	4 credits
FN225 Nutrition	4 credits
PSY201a General Psychology	4 credits
PSY215 Human Development	4 credits
WR121 English Composition I	4 credits
WR122 English Composition II	4 credits
Any college-level (100-200) transferable non-studio humanities, social science or science electives) needed to meet 45-credit min.	0-4 credits

Year One
Fall Term

NRS 110/210: Foundations of Nursing: Health Promotion	9 credits
MTH 95 or higher (no MTH98 or MTH107)	4 credits
General Education Electives	4 credits
	17 credits

Winter Term

NRS 111/211: Foundation of Nursing in Chronic Illness I	6 credits
NRS230: Clinical Pharmacology	3 credits
NRS232: Pathophysiological Processes I	3 credits
General Education Elective	4 credits
	16 credits

Spring Term

NRS112/212: Foundations of Nursing in Acute Care I	6 credits
NRS231: Clinical Pharmacology	3 credits
NRS233: Pathophysiological Processes II	3 credits
WR 227: Technical and Professional Writing	4 credits
	16 credits

Year Two
Fall Term

NRS 221/321: Nursing in Chronic Illness II & End of Life	9 credits
Nursing Program Electives – any Gen Ed course	3 credits
General Education Elective	4 credits
	16 credits

Winter Term

NRS 222/322: Nursing in Acute Care II & End of Life	9 credits
Nursing Program Electives – any Gen Ed course	3 credits
General Education Elective	4 credits
	16 credits

Spring Term

NRS 224/424: Integrative Practicum	9 credits
Nursing Program Electives – any Gen Ed course	4 credits
	13 credits

*There are costs related to required immunizations.

**General Education Electives: Students must earn a minimum of 16 credits of approved General Education. The 16 credits must include at least one course with a minimum of 3 credits from each of the following three discipline areas: Arts & Letters, Social Sciences, Natural Science.

NOTICE: The above sequence of courses may be adjusted. Students accepted into the Nursing Program will be notified of any changes to course sequencing in the CGCC 2018-19 catalog.

NOTICE: Clinicals may be held in the following sites or locations: The Dalles, Hood River, Goldendale, White Salmon and CGCC Rural Clinical Simulation Center. Students are responsible for transportation.

Estimated Cost of Nursing Program

<u>Year One</u>

Tuition and service fee for NRS 110, 111, 112, 230, 231, 232, 233 (33 credits)	$ 3,894
Tuition and service fee for 16 additional required credits[1]	$ 1,888
Textbooks	$ 1,822
Program Fees	$ 2,925
Background Check & Drug Screen (required prior to fall term start)	$ 101
Stethoscope ($55, $79, $99 or $150) & student supplies	$ 150
Uniform (2 sets of Pants & Top and 1 Lab Coat)	$ 180
TOTAL FIRST YEAR COSTS	**$10,960**

<u>Year Two</u>

Tuition and service fee for NRS 221, 222, 224 (27 credits)	$ 3,186
Tuition and service fee for 18 additional required credits[1]	$ 2,124
Textbooks	$ 394
Program Fees	$ 2,925
TOTAL SECOND YEAR COSTS	**$ 8,629**

COMBINED FIRST AND SECOND YEAR COSTS	**$19,589**

[1]See previous page for requirements.

Miscellaneous costs: Watch with ability to count seconds, shoes (no open heels or exposed toes), immunization status verification, etc. Detailed information to be provided at mandatory meeting prior to NUR 60.

Financial Aid and Scholarship Information

Financial aid assistance is available by contacting the Financial Aid office, at 541-506-6021 or financialaid@cgcc.edu. Tuition Scholarships specifically for nursing students are offered by the Columbia Gorge Community College Foundation. Applications are available online at http://www.cgcc.edu/financial-aid/scholarships or by contacting the Student Services Office at 541-506-6011 or 541-308-8211.

CGCC reserves the right to modify/change elements of the admission selection process on an annual basis.

Accreditation Statement
Columbia Gorge Community College is accredited by the Northwest Commission on Colleges and Universities. Accreditation of an institution of higher education by the Northwest Commission on Colleges and Universities indicates that it meets or exceeds criteria for the assessment of institutional quality evaluated through a peer review process. An accredited college or university is one which has available the necessary resources to achieve its stated purposes through appropriate educational programs, is substantially doing so, and gives reasonable evidence that it will continue to do so in the foreseeable future. Institutional integrity is also addressed through accreditation. Accreditation by the Northwest Commission on Colleges and Universities is not partial but applies to the institution as a while. As such, it is not a guarantee of every course or program offered, or the competence of individual graduates. Rather, it provides reasonable assurance about the quality of opportunities available to students who attend the institution.

Inquiries regarding an institution's accredited status by the Northwest Commission on Colleges and Universities should be directed to the administrative staff of the institution. Individuals may also contact Northwest Commission on Colleges and Universities, 8060 165th Avenue N.E., Suite 100, Redmond, WA 98052. Phone: 425-558-4224 Email: www.nwccu.org

Equal Opportunity
It is the policy of Columbia Gorge Community College and its Board of Education that there will be no unlawful discrimination or harassment on the grounds of race, color, sex, marital status, national origin, religion, age, disability, veteran status, sexual orientation, and any other status protected by applicable local, state, or federal law in any educational programs, activities, or employment. Persons having questions about equal opportunity and nondiscrimination should contact the following:

Civil Rights; Student Programs, Activities, and Services: Dr. Eric Studebaker, Chief Student Services Officer, Office 3.223, Phone: 541-506-6010
Educational Program; Title II Coordinator: Lori Ufford, Chief Academic Officer, Office 2.108, Phone: 541-506-6031
Employment: Courtney Judah, Human Resources Coordinator, Office 2.422, Phone: 541-506-6151
Section 504 Coordinator: Shayna Dahl, Disability Resources Advisor, Office 3.227 Phone: 541-506-6046
Title IX Coordinator: Michael Taphouse, Director of Advising and Career Services, Office 3.224, Phone: 541-506-6026

Nursing Program Prerequisite and Required Preparatory Course Planning Sheet

PREREQUISITE/PRE-PROGRAM COURSES	Courses Completed			
Sciences	Courses	Term/Year	Grade	Credits
BI 231 Anatomy & Physiology I (within 7 years)		/		
BI 232 Anatomy & Physiology II(within 7 years)		/		
BI 233 Anatomy & Physiology III (within 7 years)		/		
BI 234 Microbiology (within 7 years)		/		
BI211, Principles of Biology				
Note: BI211 is a prerequisite for BI231 & BI234 at CGCC and contains required genetic component for OHSU program				
INTERMEDIATE ALBEBRA: 0-5 credits	Courses	Term/Year	Grade	Credits
MTH95 or MTH111 or higher (within 7 years)		/		
OR		/		
Placement test scores into MTH111 or higher (within 2 years)	Placement:			
ENGLISH COMPOSITION: 9-12 credits	Courses	Term/Year	Grade	Credits
WR121 English Composition I		/		
WR122 English Composition II		/		
WR227 Technical Writing*				
NUTRITION: 4 credits				
FN 225 Nutrition				
PSYCHOLOGY: 6-8 credits				
PSY201A General Psychology				
PSY215 Human Development Psychology				
MEDICAL TERMINOLOGY: 3-4 credits				
MP111, Medical Terminology**				
PREREQUISITE GENERAL EDUCATION: HUMANITIES, SOCIAL SCIENCE OR NATURAL SCIENCE: 13 or more electives				
Additional credits may be needed to complete the 45 prerequisite credits. General education prerequisite electives must include at least 6 credits of social science.				
	Course	Term/Year	Grade	Credits
Social Science elective				
Social Science elective (if needed to meet the 6 cr required)				
Other electives: (Electives from arts, humanities, social sciences, math, natural sciences, etc. if needed to meet minimum 45 credits. *(see list of recommended courses at cgcc.edu/nursing)*				
Other prerequisite GE elective, if needed to complete 45 credits				
Other prerequisite GE elective, if needed to complete 45 credits				
A minimum of 30 of the 45 credits must be completed, including BI231 & MTH95 (both within 7 years), by the end of fall term prior to the application deadline. For best point consideration, students should complete all 45 prerequisites by the end of fall term prior to the application deadline. Please see the Point Distribution Sheet on page 4 of this guide for more details.	Total prerequisite credits completed:		/	

 *Nursing program course   **coursework for points only*

Nursing Program
Application Checklist

Applications must be turned in no later than 3:00 p.m. on February 15, 2018. **Partially completed packets will not be accepted by the CGCC Student Services Office.**

Each year is a new process. All required documents must be submitted with the exception of official transcripts already on file.

A complete Nursing Application Packet consists of the following **required** items:

☐   CGCC Admissions Form for **NEW** CGCC students. Must be completed online at www.cgcc.edu/admissions.

☐   Nursing Program Application and application checklist

☐   Declaration of Residency and supporting evidence

☐ $50.00 non-refundable application fee. Attach receipt or check to application packet.

☐   One-year Prerequisite and Pre-Program Course Planning Sheet

☐   **Official** unopened transcripts from all accredited colleges or universities that contain courses required by the nursing program must be on file at CGCC by the application deadline. A transcript for all classes taken at CGCC will be produced by Student Services and placed in your application packet; however, you must indicate CGCC on the application form as one of the colleges attended. If you are a CGCC student and have taken classes at Portland Community College (PCC) since fall 2013, you must request an official transcript from PCC.

The following required prerequisite classes must have been completed with a "C" grade or higher within the seven years prior to the application deadline and no later than fall term 2017:

     ☐ **BI 231**   ☐ **MTH 95 or higher***

*NOTE: If your Math 95 was taken prior to winter 2011, you must take the Accuplacer placement test and place into **Math 111**. Test scores must be submitted with your application.

☐   Accuplacer Test: Submit test results if Math 95 was taken prior to winter 2011.

Use this check sheet to indicate you have completed all the requirements for consideration into the nursing program. REMEMBER THAT IT IS YOUR RESPONSIBILITY TO MAKE SURE THAT YOUR APPLICATION PACKET IS COMPLETE.

I certify that I have read and fully understand the 2018-19 CGCC Nursing Program Admissions Packet.

Printed Name	**Signature**	**Date**

➡   **THIS FORM MUST BE INCLUDED IN APPLICATION PACKET**

2018-19 Nursing Program Application

Name: _____ CGCC ID# _____
        Last   *First*   *MI*

Previous names: _____

Address: _____

City/State/Zip: _____

How long at current address: _____ year(s) Email: _____

Phone number(s): _____
                  Day   *Evening*

Are you a veteran or spouse of a veteran?
☐ Yes (Please submit proof of veteran status with application) ☐ No

High School Attended: _____
            High School Name   *City, State*   *Year Graduated*

Colleges or Universities Attended:

Name of school	City, State	Years Attended	Enrolled Winter 2018	Credits	Degree
			☐Yes ☐No		
			☐Yes ☐No		
			☐Yes ☐No		
			☐Yes ☐No		
			☐Yes ☐No		

A $50.00 non-refundable fee must accompany application.

Nursing Program Application
Declaration of Residency

For permanent residents of Oregon and Washington

In order to establish residency preference, nursing program applicants must have maintained permanent residence in Oregon or Washington. A resident is defined as someone who lived in Oregon or Washington for **90 continuous days** immediately prior to the application date. Permanent residence is defined as the home a person intends to return to after any absence, and in which one's dependents reside for an unlimited period of time.

Complete the residency information below and provide documents from **Category 1 AND Category 2** to prove your residency status.

ALL documents must be dated and must contain your name and permanent address establishing your permanent residence for three consecutive months prior to submission of the Nursing application. The address on these documents must agree with the permanent address on your application form or the previous addresses you have listed below.

CATEGORY 1 • **Pick one document type from the list below**. • Provide 3 copies of that document - one for each of the 3 months prior to the date you apply. Example: If you apply in February, you must provide copies of the document for November, December & January.	CATEGORY 2 • **One copy of any of the documents listed below for a total of one document for this category.**
Rent or Mortgage receipts with your resident address and dates of occupancy (rental agreements are not acceptable).	Oregon or Washington Driver's License
Utility statements (water, power, home phone, cell phone) showing resident address.	Oregon or Washington Vehicle Registration with your resident address.
Local bank account statements showing resident address	Oregon or Washington State Income Tax return (for previous year) with resident address
Credit card statements showing resident address	Oregon or Washington Voter Registration.
Documents proving you own Oregon or Washington property and that this property is your primary residence	Valid Oregon or Washington Hunting/Fishing license.

Name _____   Phone _____

Please list all addresses you have lived at for the time period involved.

_____
Street   City   State   Zip

_____
Street   City   State   Zip

List the type of document you are submitting for each category to verify your permanent address.

Category 1 _____
                1 copy for each month ☐ Month 1 ☐ Month 2 ☐ Month 3

Category 2 _____
                1 copy

I certify by my signature that the above information is a true and accurate statement of my residency.

Signature _____   Date _____

Nursing Program
Prerequisite Time-Frame Waiver Request

Submit this form to request a time-frame waiver if is it has been longer than seven years since the following program prerequisites were taken:

- **BI 231 Anatomy and Physiology I, BI232 Anatomy and Physiology II, BI233 Anatomy and Physiology III or BI234 Microbiology**: requires a Bachelor's degree or higher in a biological science.

The following documents must be submitted with this form:

- **Official transcript indicating course completion and/or degree or CLEP test scores showing current competency.**

- **Letter stating why a time-frame extension request would be appropriate including information on how the principles of these classes have been applied in recent work experience.**

All time-frame extension requests will be evaluated by the Nursing Admissions Committee on an individual basis. You will be notified by mail within 30 days from receipt of request form and documentation. Extensions are only valid for the school year in which submitted.
We strongly encourage you to submit this request as early as possible prior to the program admission deadline.

Name: _____   Date: _____

Address: _____

Phone: _____

Requesting time-frame extension for:

	College/University where taken	Date Taken	Quarter credits	Semester Credits	Grade
BI 231					
BI232					
BI233					
BI234					

FOR OFFICE USE ONLY

Date Request Received _____   Meeting Date_____

☐ Request Approved

☐ Request Denied (reason) _____