MARION TECHNICAL COLLEGE
NURSING EDUCATION

NURSING EDUCATION POLICY AND PROCEDURE

SUBJECT: BSN Admission: Nursing Program

PURPOSES/OBJECTIVES: To provide guidelines and procedures for admitting students to the Marion Technical College BSN Nursing Program.

POLICY: The BSN nursing program will follow a consistent process for admission of students. The Nursing admission policy shall conform to the Marion Technical College (the "College") general admission policy and the standards and accreditation entities that have jurisdiction over admission policy.

The principal responsibility for the effective administration of the Nursing admission function as stated in this policy rests with the nursing program administrator as advised by the Nursing Admission Committee.

PROCEDURE:

    (A) A student must fulfill all general admission requirements for admission to the College. The following are additional requirements for application to the Nursing Program:

        (1) Apply to MTC as a general student (this is not acceptance to the BSN program but acceptance to MTC as a general student).
            a. If a student is a returning MTC student, a returning student and change of PDC form must be completed.
        (2) Submit all official transcripts to MTC: High School, and all College and Vocational School transcripts.
        (3) Validation of current RN License
    Students must hold an Active RN License or be a graduate of an RN program eligible for the NCLEX- RN.
        (4) A transfer student must qualify for admission in accordance with current BSN Nursing Education Department policy and procedure.

    (B Entrance Criteria:

        (1) A cumulative grade point average (GPA) of 2.5 or higher is required for application and entrance into the first nursing technical "NUR" course.
        (2) Students must have completed 30 general education credits or have 30 transfer credits in from previous degree to apply for the BSN program.

Adopted: 1/23/2022

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Revised:

(3) Students may be required to complete placement testing in the Student Resource Center, unless math, science and English courses are transferred from another college. Some of the ACT scores may be used in lieu of placement testing. Current placement procedures are arranged through the Marion Technical College Student Resource Center. Marion Technical College uses multiple measures to determine student's placement into math, English, and reading.

(4) Students are required to attend a mandatory information session prior to and within one year of the start of the first nursing technical course this will be offered in person or online.

(5) All technical courses and general education courses will be required to have a grade of "C" or higher.

(6) Students must submit a program advising checklist and application online or in person.

(7) It is the student's responsibility to provide all documentation to the College prior to applying to the Nursing Program.

(C) Applications are accepted from:
   a. January 1st until March 1st for the class entering in the Summer term.
   b. March 1st to June 1st for the class entering in the Fall term.
   c. June 1st to October 1st for the class entering in the Spring Term.
   d. Applications from qualified Nursing Programs will be accepted provided all the other requirements have been met and an official, interim college transcript is on file in the Office of Student Records.
   e. Students that are graduates of an RN program eligible for the NCLEX- RN can take NUR 3000 level courses while awaiting NCLEX results. Students must have passed and show validation of an RN license to enter NUR 4000 level courses.
   f. Formal notice of acceptance, that specifies the term and year for which the applicant is accepted, will be sent to applicants. A waiting list will be established as indicated. The applications on the waiting list will be admitted according to the most recent overall grade point average, required paperwork submitted, and previous nursing degree coursework. If the class is not full, additional qualified applicants may be admitted from the waiting list, based on this waiting list ranking system.

(D) Students must complete the Nursing Program within five years of successful completion of the first BSN nursing technical course "NUR".

(E) The following documentation must be on file in the Nursing Department for registration of classes, or students may be dropped.

   (1) Official transcripts: High school, and all colleges or vocational schools.
   (2) Validation of RN License
   (3) If applicable, Application Number for students awaiting to take NCLEX- RN.

(F) Students will be accepted into successive terms based on the following priority:

      (1) Returning MTC Students with an RN license
      (2) Transfer Students from accredited colleges with an RN license
      (3) Diploma and Non Accredited Transfer Students with an RN license
      (4) Students waiting boards with an application number for NCLEX- RN.

(G) A waiting list will be established when admitted student class limit is reached. Students will be accepted from the waiting list based on:

      (1) Cumulative grade point average from most recent school.
      (2) Course work completed in the nursing curriculum.
      (3) Number of general education credit hours completed.

(H) A returning student who failed to complete the Nursing Program must submit a "BSN Student Petition for Readmission into Nursing" form to the nursing program administrator, to be considered for readmission. Reacceptance into the program is dependent upon available openings in the class, past course performance, current cumulative GPA, and completion of the BSN readmission process. Returning students are admitted into the curriculum that is in place at the time of the readmission.

(I) For graduation, all students are required to meet current college BSN residency hours and prevailing graduation requirements. Students will apply for graduation the term before completion of NUR 4800 by deadline submitted by MTC each term.

(J) The nursing program administrator will notify the applicant regarding the applicant's admission status after the admission process is completed.

Stacie Campbell

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Director of Nursing

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Revised: