

**MARION TECHNICAL COLLEGE
NURSING EDUCATION
NURSING EDUCATION POLICY AND PROCEDURE**

SUBJECT: Admission: Nursing Program

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

POLICY: The 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 guidelines of the Ohio Board of Nursing, and other regulatory 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) American College Test (ACT) scores or Scholastic Aptitude Test (SAT) scores
 - (2) Affirmative responses on the Nursing Program Application
 - (3) High school diploma or equivalent
 - (4) The student must be at least 18 years of age prior to the initiation of program clinical experiences and prior to providing signatures on any legal document associated with clinical experiences.
 - (5) Current STNA Certification or have had an STNA course or similar nurse aide training course within the past 5 years. The nursing program administrator will review the course content for non-STNA courses to determine relevancy to the required skills. Patient Care Assistant orientation programs in hospitals typically do not contain all of the required skills for STNA. A credit-by-exam is also available for the NUR 1003 (Nurse Assistant Certification Preparation) course at Marion Technical College. Students are responsible for the fee for the credit-by-exam, which may be taken once.
- (B) Entrance Criteria:
- (1) The student must have achieved a composite score of at least 19 on the ACT or SAT equivalent.
 - (2) A cumulative grade point average (GPA) of 2.5 or higher from the most recent educational institution is required for admission consideration and entrance into the first nursing

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technical course. Beginning Fall 2020, a minimum GPA of 2.5 is required for degree completion.

- (3) The student must have completed and received a grade of “C” or better in high school biology and chemistry or MTC Principles of Biology and Chemistry (SCI 1050) and high school algebra (Algebra I or II). Students may be required to complete math and/or English placement testing determine appropriate placement into MTC math and English courses. If MTH 0910 (Mathematical Literacy) or ENG 0970 (Reading Enrichment II) are required based on placement testing, these courses must be successfully completed prior to submission of the application to the Nursing Program. Comparable coursework at other colleges is also acceptable but these requirements must be met prior to submitting the nursing application.
 - (4) Candidates for the program must have successfully completed high school, the standard equivalency test, or achieved certification by an organization recognized by the U.S. Department of Education. Acceptance into the program is contingent upon receipt of official final high school transcript with posted graduation date or high school completion documentation.
 - (5) It is the student’s responsibility to provide all documentation to the College prior to applying to the Nursing Program.
 - (6) Students are required to attend a mandatory information session prior to and within one year of the start of the first nursing technical course.
- (C) Applications are accepted from January 1 until March 1 for the class entering in the fall, and from June 1 to August 1 for the class entering in the spring. Applications from qualified high school students will be accepted provided all the other requirements have been met and an official, interim high school transcript is on file in the Office of Student Records. Formal notice of acceptance, that specifies the term and year for which the applicant is accepted, will be sent to applicants by April 1 for fall admissions and by September 1 for spring admissions. . A waiting list will be established as indicated. The applications on the waiting list will be admitted according to the most recent grade point average, ACT or SAT equivalent composite score, and previous nursing degree coursework. If the class is not full as of May 1 or October 1, 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 nursing technical course (NUR 1011) or its equivalent, such as through an LPN Transition or other advanced standing program.
- (E) The following documentation must be on file in the Nursing Department by July 1 for the class entering in the fall:
- (1) Healthcare Provider CPR or equivalent
 - (2) Medical and Physical requirements
 - (3) Criminal Background check facilitated by MTC
 - (4) Drug screen authorized by MTC

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- (5) If applicable, final high school transcript for students who were admitted based upon an interim high school transcript.
- (F) A criminal record check will be conducted prior to entering the first nursing course and prior to graduation pursuant to the Ohio Revised Code (ORC 109.572) will be followed, which may deny students admission. (NOTE: The Ohio Board of Nursing may deny admission to the NCLEX-RN examination if an individual has disqualifying convictions on record).
- (G) Students will be accepted into successive terms based on the following priority:
- (1) Continuing
 - (2) Transition LPNs
 - (3) Returning
 - (4) Transfer students from other nursing programs
- (H) A waiting list will be established when an 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) ACT or SAT equivalent score
 - (3) Course work completed in the nursing curriculum
- (I) A credit by examination is available to Advanced Standing Students for NUR 1011 and NUR 1021, a minimum score of Level 1 on these tests is required by MTC. REMOVE: LPNs who pass all tests will not be required to take the ACT or SAT test. LPNs may complete ATI testing a maximum of three times.
- (J) A student with a bachelor's degree from a regionally accredited college will not be required to submit an ACT or SAT score. These students will be ranked on the waiting list with a score of 21 on the standard test requirement. The student may elect to submit an ACT or SAT equivalent score if the composite is higher than 21.
- (K) A returning student who failed to complete the Nursing Program must submit a "Student Petition for Readmission into Nursing" form to the nursing program administrator, to be considered for readmission. Reacceptance into the program dependent upon available openings in the class, past clinical performance, and current cumulative GPA.
- (L) A transfer student must qualify for admission in accordance with current Nursing Education Department policy and procedure (advanced standing students). For graduation, all students are required to meet current college residency and prevailing graduation requirements.

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

(N) A student in the Nursing Program is required to earn at least a grade of "C" in all required courses.

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Director of Nursing

Adopted: 9/15/16

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