

## RN-BSN Nursing Program

- ◆ Contact the Admissions Department via telephone, walk in, or email for an appointment.
- ◆ Complete a Hope College Admissions Application and return it by the published deadline.
- ◆ Submit two letters of recommendation.
- ◆ All applicants must provide:
  - Proof of graduation from a state board of nursing-approved program.
  - Proof of an active and unencumbered RN license, which requires 2.5 cumulative GPA from an accredited ASN or Diploma Nurse program. A grade of C or above is required for all general education and B- for transferred-related nursing coursework.
  - A government issued driver's license or photo identification card ("ID").
  - Proof of United States' citizenship or residency status. Acceptable forms of identification are as follows:
    - ◆ If an applicant is a United States citizen, he or she or they must provide proof of:
      1. Original or certified copy of the student's birth certificate,
      2. A valid, unexpired US passport,
      3. Certificate of Naturalization issued by the DHSMV,
      4. Voter's registration card.
    - ◆ If an applicant is not a U.S. citizen, he or she or they must provide one document (original or certified copy) to establish identity. Examples are as follows:
      1. A valid, unexpired Permanent Resident Card (I-551),
      2. A valid passport for non-immigrants,
      3. Department of Homeland Security ("DHS") document (showing proof of lawful presence).
    - ◆ All applicants enrolling in nursing programs are required to complete a Florida Department of Law Enforcement (FDLE) Level II background check as required by the Florida Legislature. For further information, individuals may consult Florida Statute sections 456.013 (3)(a), 456.039(1), 456.072(2), 464.018, and other laws that govern the health care profession in which an individual is enrolled.
    - ◆ Students are also verbally notified and in writing regarding disqualifying factors, such as certain felony convictions, that might make the student ineligible to sit for the credentialing exam.

## **Section 1.3.0 Transfer of Credit Policies**

### Acceptance of Credits

The acceptance of any credits earned at another institution is at the discretion of Hope College. Science courses are generally not transferable. It is the student's responsibility to confirm whether or not another institution of the student's choice will accept credits. Applicants requesting transfer credit consideration from previous courses taken outside of Hope College of Arts and Sciences must initially provide an unofficial transcript to be reviewed and develop their plan of study based on applicable transfer credits. Their official transcript from the awarding institution must be received and processed by the end of the semester of admission or their transfer credits will not be awarded. Transfer credit from other institutions will be counted toward the program completion rate but will not be factored into the grade

point average. One copy of the evaluation is sent to the student; a second copy is kept in the student's file. Only courses listed in the curriculum plan may be transferred to **ALL** prelicensure programs.

*Table 1.4: List of Transferable Courses*

| <b>Table 1.1 List of Transferable Courses</b>  |  |                    |    |
|--|--|--------------------|----|
| <b>Courses Transferable to Nursing - ASN Program</b>   |  |                    |    |
| SLS 1001   | Introduction to College Learning               | 0 semester credit  | CR |
| CIS 1001   | Computer Basics                                | 0 semester credit  | CR |
| ENC 1100   | English Composition I                          | 3 semester credits | CR |
| PSY 1106   | Psychology                                     | 3 semester credits | CR |
| MATH 1118  | College Algebra                                | 3 semester credits | CR |
| NUR1080C   | Fundamentals of Nursing Clinical               | 4 semester credits | EC |
| NUR 2010C  | Medical Surgical I Nursing Clinical            | 4 semester credits | EC |
| <b>Special Consideration for the Nursing Courses</b>   |  |                    |    |
| NUR1150  | Math/Pharmacology                              | 3 semester credits | CR |
| NUR1080  | Fundamentals of Nursing                        | 6 semester credits | CR |
| NUR 2000   | Fundamental Transition to Professional Nursing | 6 semester credits | CR |
| NUR 2050   | Mental Health Nursing                          | 3 semester credits | CR |
| NUR 2060   | Maternal Child Nursing                         | 4 semester credits | CR |
| <b>Special Considerations for Transfer of Credits – Nursing Courses</b>  |  |                    |    |
| Applicants seeking to transfer nursing credits as advanced placement for the above classes must prove competency by achieving a minimum score of 80% in the comprehensive course-specific content examinations, which can be attempted once only.  |  |                    |    |
| <b>Courses Transferable to RN to BSN Program</b>   |  |                    |    |
| <b>Any of the courses from the RN-BSN program</b>  |  |                    |    |
| <p><b>Those courses that are accepted as transfer credit are displayed on the students Hope College transcript with a “CR” and are not calculated into the student’s GPA. At a minimum all transfer credits must meet the same content, rubric and credit criteria as the corresponding Hope College course and come from an institution accredited by an agency recognized by either the Council for Higher Education Accreditation (“CHEA”) or the United States Department of Education (“USDE”). The information recorded on the transfer credit evaluation becomes part of the student’s permanent record. If a student applies to an academic program that has special admission requirements, or if a student is attempting to register for a class in which the transfer</b></p> |  |                    |    |

course would be considered a prerequisite, then official transcripts must be on hand and evaluated before the student may register for the class and/or program at Hope College.

Hope College Transfer Credit Policy (Transfer of Credits to Hope College from Other Institution) Hope College’s Transfer Credit Policy recognizes both traditional college credit and nontraditional learning. When evaluating and determining if transfer credit should be awarded, Hope College considers the following criteria:

- Accreditation of the institution where the credits were originally earned; Comparability of the scope, depth, and breadth of the course to be transferred;
- Applicability of the course to be transferred to the student’s desired program. This includes the grade and age of the previously earned credit(s), and if the learning was obtained outside a formal academic setting; and
- Professional judgment and recommendations for credit issues by the American Council on Education (“ACE”).

*Credits will only be considered for transfer through evaluation of an official transcript sent by the original institution where the credit was earned.* The official transcript from the awarding institution must be received and processed by the end of the semester of admission or their transfer credits will not be awarded.

Transcripts from Foreign Schools

Transcripts from foreign schools must be reviewed by a National Association of Credential Evaluation Services (“NACES”) or Association of International Credential Evaluators, Inc. (“AICE”) approved evaluating agency. Prospective students may visit <https://www.naces.org/members> for a list of approved NACES members. The official transcript evaluation must be submitted directly to the Office of the Registrar of Hope College.

Residency Requirements

At least 52% of credit hours for the Associate Degree programs must be earned at Hope College, including didactic and clinical education. All clock hours for the PN program must be earned at the College.

At least 25% of credit hours for the Bachelor of Science program must be earned at Hope College.

Maximum Transfer Credits Accepted

The maximum number of transferred credits allowable for the degree programs at Hope College is listed below unless otherwise approved by administration of Hope College.

*Table 1.5: Maximum transfer credits accepted*

| Program | Degree/Diploma | Program Options | Maximum Transfer Clock/Credit hour and/or Experiential Credits Accepted |
|---------|----------------|-----------------|---|
|---------|----------------|-----------------|---|

|         |                                 |         |    |             |
|---------|---------------------------------|---------|----|-------------|
| Nursing | Practical Nursing Diploma       | N/A     | 0  | Clock Hour  |
| Nursing | Associate of Science in Nursing | ASN     | 37 | Credit Hour |
| Nursing | Associate of Science in Nursing | LPN-ASN | 37 | Credit Hour |
| Nursing | RN-BSN                          | N/A     | 54 | Credit Hour |

\* Special Considerations for Transfer of Credits must be approved by the Dean of Nursing of Hope College

### Special Considerations for Transfer of Credits – Nursing Courses

If a student has completed core nursing courses at another accredited school of nursing and would like to receive transfer credits, a comprehensive course-specific content examination may be attempted once. Each course-specific content examination is assessed for a fee of \$175. Transfer credit will be awarded if the student achieves a minimum benchmark of 80%.

The student should request to take the exam through the Admissions Department of Hope College. The Admissions representative there will meet with the Registrar to verify if the prospect/student is a candidate to have these credits transferred. **The policy regarding maximum transfer credits accepted will still be in effect.** The Registrar will notify the Chief Academic Officer to set up the test(s) that are approved.

*Table 1.6: Nursing courses for which the student may request to test*

|                                   |           |
|-----------------------------------|-----------|
| Math and Pharmacology (Lecture)   | 3 Credits |
| Fundamentals of Nursing (Lecture) | 5 Credits |
| Maternal Child Nursing (Lecture)  | 4 Credits |
| Mental Health Nursing (Lecture)   | 3 Credits |

### Transfer to Other Institutions

If a student is interested in, or wishes to, transfer to another college separate and apart from Hope College, then that student should check with the college that the student wishes to, or is interested in, transferring into from Hope College. Decisions to accept credits from another educational institution rest entirely with each receiving institution. Prospective students at Hope College should consider this fact if they plan to continue their educational studies and desire to obtain credit for course work completed at Hope College. Students are responsible to confirm whether or not credits earned and awarded from Hope College will be accepted by another institution of their choice.

### **Section 1.3.1 Rejection Policy**

An applicant rejected by Hope College will be refunded any prepaid tuition. Hope College will return all fees excluding fees for completed testing, completed background checks, and completed transcripts reviews.

**Hope College reserves the right to:**

- ◆ Deny admission to an otherwise qualified applicant,

- ◆ **Deny or revoke admission based on an adverse background, positive drug screen results, failure to follow conduct requirements or if the student is no longer able to meet academic requirements of the program (refunds will be issued based on the Refund Policy),**
- ◆ **Defer qualified applicants to future start dates.**

### **Section 1.3.2 Readmission Policy**

A former student may apply for readmission by submitting the “Request for Readmission” form to the campus Registrar/Student Services. Applying for readmission does not guarantee reentry. Students must be able to demonstrate that the previous reason(s) for dismissal or withdrawal have been resolved and that they possess the ability to succeed in their program of choice. Re-admission after dismissal will not be considered for any reason other than academic dismissal. In addition to meeting general and program specific admission requirements, students seeking reentry must additionally meet the following reentry requirements:

1. Complete and submit a reentry application. Along with this reentry application, the student must submit a detailed letter explaining why they withdrew and/or why they feel they have the ability succeed if readmitted. Included with this letter, where applicable, should be verifiable supporting documentation of the student’s claim and/or demonstrating how the previous circumstances have been resolved. In addition, the student will need to submit a reasonable, realistic, and specific plan for meeting the academic requirements of the program for which they are seeking reentry. Students are encouraged to meet with student services should they need assistance in developing such a plan.
2. Arrange for a meeting or communication with the bursar’s office for payment of all applicable fees and tuition associated with reentry.
3. Students seeking reentry will need to meet general entry requirements; as such students may be required to complete reentry testing, background checks, vaccination, and physical results, etc. associated with general entry requirements. Students are encouraged to speak with their admission representative for further information regarding general entry requirements specific to them.
4. A student may be re-admitted to, Hope College only one time following academic dismissal or a “withdrew failing” recorded on the Hope College transcript. If a student is not able to complete the program in 36 months from the date of initial admission, then the student will be re-evaluated on an individual basis.
5. It is recommended that no more than six months elapse between dismissal from, and re-admission to Hope College. To be considered for re-admission to Hope College, the applicant must timely perform all the following activities: (1) submit an application for re-admission prior to the date course begins at Hope College; (2) complete payment of the re-admission’s registration fee of \$75.00 with application form; and (3) sign a new enrollment agreement.
6. If the student returns within two (2) academic semesters of their dismissal or withdrawal from the College, they will receive academic credit for all course previously and successfully completed at the College.

A student must pay all outstanding tuition due to the College at the time of his or her dismissal or withdrawal from the College.