



HOPE COLLEGE
OF ARTS & SCIENCES

Academic Catalog

2023-2024

VOLUME XIV.I

www.hcas.edu

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Hope College of Arts and Sciences



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MESSAGE FROM THE PRESIDENT

On behalf of the Hope College of Arts and Sciences family, welcome! We are pleased that you have chosen Hope College of Arts and Sciences (“Hope College”), a Christ-Centered Institution, to attain your educational and professional goals. Please “COME AND JOIN THE HOPE OF TOMORROW” and see God’s hands “TRANSFORM THE WORLD BY THE UNCHANGEABLE WORD.” At Hope College, we offer all of the following:

- Day and evening classes to incorporate into your busy life since we understand that your family and job obligations do not end when you attend college.
- Like-minded students who share your focus and drive to succeed in your chosen field of study and create an active learning environment.
- A curriculum consisting of necessary coursework for obtaining employment and performing career-related duties.
- A faculty of educators who have worked in the field and can therefore provide both academic and professional instruction and guidance.
- An administrative staff providing essential student services to you from orientation and beyond.

At Hope College, you will find that we are focused on you, the student. We provide students with tutoring, career advisement, and job placement assistance from the beginning through completion of the program. And we wish you success in achieving the ultimate goal you have set for yourself. We are excited to have you at Hope College!

Sincerely,



Chantal Desir, Ed.D., RN, MSN, MBA
 President and Chief Executive Officer
 Hope College of Arts and Sciences

DEFINITION

For this Academic Catalog 2023-2024 ("Catalog"), Hope College of Arts and Sciences shall be referred to as Hope College. Any and all references to Hope College in this Catalog shall mean Hope College of Arts and Sciences.

ABOUT HOPE COLLEGE OF ARTS AND SCIENCES

Statement of Faith

Hope College of Arts & Sciences desires its community to serve and grow together in Hope and Faith and to live out their Hope in the College's academia, their individuality, and their daily lives in ways that honor and please God. The College's purpose is that the effort of our constituents is created by faith, their work inspired by love, and their perseverance motivated by hope in our Lord Jesus Christ (1 Thessalonians 1:3). Hope cures maladies and makes the world safer. Thus, the following fundamental principles are the bases that drive Christian principles at Hope College of Arts & Sciences:

- We believe that the Bible is God's divine word, and trustworthy in all its teachings. We believe in the full historicity and perspicuity of the biblical record of primeval history, including the literal existence of Adam and Eve as the progenitors of all people, the literal fall and resultant divine curse on the creation, the worldwide cataclysmic deluge, and the origin of nations and languages at the tower of Babel.
- We believe in the one true, living, eternal, transcendent, omnipotent, and personal God, who exists as the Trinity, possessing three eternal, personal distinctions: God the Father, God the Son, and God the Holy Spirit.
- We believe in the redemptive grace of God through the substitutionary work of Jesus Christ who paid the full price for the sins of the world, through His physical death, burial, and resurrection.
- We believe that the Church is the body of Christ and that the people of God are called to community, worship, discipleship, mission, and education.
- We believe in the future, personal, bodily return of Jesus Christ to the earth to judge and purge sin, to establish His eternal Kingdom which will consummate and fulfill His purposes in the works of creation and redemption with eternal rewards and punishments.
- We believe in the special creation of the existing space-time universe and all its basic systems and kinds of organisms in the six literal days of the creation week.
- We believe in the existence of a personal, malevolent being called Satan who acts as tempter and accuser, for whom the place of eternal punishment was prepared, where all who die outside of Christ shall be confined in conscious torment for eternity.
- We believe that it is our purpose as faithful Christians to imitate Christ, to serve others with love and compassion, to concern ourselves with the well-being of our fellowmen, and to love and honor God.

Statement of Legal Control

Hope College is currently held as CSBD Nursing LLC doing business as Hope College of Arts and Sciences. Hope College is currently a private for-profit limited liability company with a Board of Trustees.

Hope College maintains institutional integrity.

Board of Trustees

The Board of Trustees ("Board") oversees Hope College. The Board is responsible for ensuring that the College is meeting the needs of its constituents, students, and the community. The Board also ensures that Hope College maintains institutional integrity.

College Administration

The Board has delegated the management of the day-to-day operations of Hope College to the Chief Executive Officer and President, Dr. Chantal Desir. In that capacity, Dr. Desir is responsible for managing the general operations of Hope College and ensuring compliance with all state and federal laws as well as accreditation requirements. To support Dr. Desir and Hope College, the executive leadership team includes the following positions and responsibilities:

- Chief Academic Officer manages the Academic Department of Hope College.
- Chief Financial Officer manages the financial and budgetary affairs of Hope College.
- Director Information Technology and Distance Education manages technological functions and distance education.
- Financial Aid Director provides guidance on all aspects of student's financial aid.
- Director of Library directs the programs and services of the library.
- Chief Compliance Officer ensures compliance with outside regulations and legal requirements.

Non-Discrimination Policy and Alternate Formats

Hope College is operated in a manner which is free from discrimination on the basis of national and ethnic origin, ancestry, color, race, sex, pregnancy, marital status, medical condition, sexual orientation, age, disability, creed, religion, or veteran status as to all of Hope College's administration of its educational policies, admissions policies, scholarships, loan programs, and any other institutional program operations, including, but not limited to, the admission of students to the courses of study at or affiliated with Hope College.

Hope College is also committed to the philosophy of equal opportunity and equal access in all its employment, educational programs, and services. Thus, Hope College is firmly committed to a policy of nondiscrimination on the basis of race, color, national and ethnic origin, ancestry, religion, creed, sex, age, handicap, disability, marital status, pregnancy, medical condition, sexual orientation, or veteran status in its employment or educational programs and activities.

Hope College does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs and activities. Requests for alternate formats of this catalog can be made by contacting Hope College at compliance@dp.hcas.edu.

Discrimination, Harassment, Retaliation and Sexual Misconduct Policy

Hope College is committed to providing an environment that is free from all forms of discrimination and sexual misconduct. The safety of all students, staff, and visitors is a priority. For additional information, please contact Hope College at compliance@dp.hcas.edu.

It is the policy of Hope College to provide an educational, employment, and business environment free of discrimination, harassment, retaliation, and sexual misconduct, including unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct or communications constituting sexual harassment, as defined and otherwise prohibited by state and federal statutes. It shall be a violation of this policy for anyone who is authorized to recommend or take personnel or academic actions affecting an employee or student, or who is otherwise authorized to transact business or perform other acts or services on behalf of Hope College, to engage in sexual harassment.

Discrimination, Harassment, Retaliation and Sexual Misconduct Policy

Within the educational environment, discrimination, harassment, sexual harassment, and retaliation are prohibited between students, between employees and students, and between non-students and students. Within the work environment, discrimination, harassment, sexual harassment, and retaliation is prohibited between supervisors and employees, between employees, and between nonemployees and employees.

Copies of the Hope College Policy and Procedures Manual may be obtained from Hope College at the following: compliance@dp.hcas.edu.

Facility, Location and Equipment

The campus of Hope College is located in a stand-alone building of nearly 14,200 square feet space located at 1200 SW 3rd Street, Pompano Beach, Florida 33069.

The facilities of Hope College include the entire two-story building with no outside tenants. Hope College has five classrooms, a fully dedicated simulation laboratory for independent practice, a separate simulation laboratory for formal laboratory classes, a computer laboratory, a library and learning resource center, two lounges, faculty and administrative offices where students receive counseling and student services, a two-story atrium for relaxation between classes, and a fully-dedicated parking lot with complimentary parking.

The campus can be easily accessed from either Interstate 95 or Florida's Turnpike and public transit. Broward County Transit has a stop directly in front of the Hope College campus.



Approvals, Licensure, and Accreditation

Table 0.1: Approvals, Licensure, and Accreditation

	<p>College is licensed by the Commission for Independent Education, Florida Department of Education with license number 4548. Information about Hope College may be obtained by contacting the Commission for Independent Education at: 325 West Gaines Street, Suite 1414 Tallahassee, Florida 32399-0400 Toll Free Phone Number: 1-888-224-6684 Facsimile: (850) 245-3233 E-mail: Joey.Smith@fldoe.org Website: https://www.fldoe.org/policy/cie/contact-us.stml</p>
	<p>The Nursing Programs (RN-BSN, ASN & PN) at Hope College are approved by the Board of Nursing, Florida Department of Health. Additional information as to the nursing programs at Hope College may be obtained by contacting the Florida Board of Nursing at: Department of Health BWof Nursing 4052 Bald Cypress Way, Bin C-02 Tallahassee, Florida 32399 Phone Number: (850) 488-0595 Facsimile: (850) 617-6460 Website: https://floridasnursing.gov/contact/</p>
	<p>Hope College of Arts and Sciences is a member of the Transnational Association of Christian Colleges and Schools (TRACS) [15935 Forest Road, Forest, VA 24551; Telephone: (434) 525-9539; e-mail: info@tracs.org], having been awarded Accredited Status as a Category II institution by the TRACS Accreditation Commission on October 24, 2023. This status is effective as of July 1, 2023, and is good for a period of five years - through June 30, 2028. TRACS is recognized by the United States Department of Education (ED), the Council for Higher Education Accreditation (CHEA), and the International Network for Quality Assurance Agencies in Higher Education (INQAAHE).</p>

History

In 2011, Hope College was established in Pompano Beach, Florida to help satisfy a growing global need for healthcare professionals. Hope College has always operated as a Christian-centered institution and has decided from 2020 to focus on ensuring Christian principles, goals and objectives, are maintained throughout Hope College. The nursing programs are designed to prepare individuals seeking a career in nursing with quality and evidenced-based education to practice safely as an entry-level nurse. The candidate who has successfully completed the program will have satisfied the prerequisite for obtaining a Practical Nursing diploma, and the Associate of Science in Nursing ("ASN") and be prepared to sit for the applicable National Council Licensure Examination ("NCLEX"). In the future, Hope College plans on adding a Biblical-based education program to prepare individuals for ministry while maintain a close relationship with a local church. This goal is to educate and positively impact the community.

Philosophy

Hope College operates according to a belief that each person is unique, with the ability to think and do. Hope College provides a Christian-centered atmosphere that promotes mutual respect, student support, a learning environment, and faculty and staff to assist and encourage students to develop to their maximum potential - intellectually, socially, physically, and spiritually. While emphasizing academic achievement and professional competence, Hope College prepares students to commit to lifelong learning and selfless service. The philosophy serves as the foundation for development of all program curricula, including program outcomes, learning objectives, teaching and learning activities, student assessment, faculty professional development, and selection of learning resources. Student-centered learning forms the foundation of this philosophy.

Vision Statement

The vision of Hope College is to be recognized as Christian leaders in the community, transforming the lives of all students through Christian principles, quality education, and established partnerships with members of the Southeast Florida healthcare community. This vision is for students of Hope College to excel professionally in the competitive healthcare field through the impact of research, educational programs, and professional partnerships.

Mission Statement

Hope College of Arts and Sciences, in a Christ-centered environment, prepares qualified entry-level and professional nurses to work in diverse healthcare settings. The College provides the highest quality education in an inter-professional learning environment that nurtures academic activity, including basic translational and educational research, critical thinking, evidence-based practice, leadership, and professionalism while sustaining the importance of ethical behavior, human diversity, fairness and inclusion, cutting-edge technology, and a team approach health care.

Institutional Objectives

It is the objective of the institution to provide an education in an environment that supports the development of the whole person: academically, spiritually, psychologically, ethically, and physically. Students are instructed of the need to be respectable stewards of their milieu and serve individuals that are less fortunate.

Academically

- Adopt a culture that encourages the yearning for lifelong learning and growth by providing a diversity of educational experiences in a caring environment.
- Attain academic excellence by providing appropriate general education core courses to all students.
- Provide an environment in which students can learn critical thinking skills.
- Offer experiences that encourage research and experiences that encourage students to develop effective methods of oral, written, and technological communication.

Spiritually

- Provide an atmosphere favorable to spiritual growth that inspires students, faculty, and staff to develop and maintain a personal relationship with the Lord and participate in religious activities.
- Encourage active ministry involvement.

Psychologically

- Attract a diverse student population.
- Make professional and career training opportunities available to minorities, international students, and adult learners.
- Provide an environment of mutual respect for people of diverse ethnic, religious, economic, and social backgrounds practiced by welcoming and valuing all without regard to race, color, or gender.

Ethically

- Encourage a learning environment that promotes Christian character established through academic integrity and responsible stewardship of resources.
- Encourage students to develop moral and ethical values, as well as skills that allow students to learn to function on principles of integrity, fairness, transparency, and respect for humankind.

Physically

- Create an academic atmosphere that advocates safety for students, staff, and faculty to develop and maintain habits that promote wellness of body, mind, and spirit.

All programs are delivered in English to prepare our students for employment in the United States.

Academic Calendar 2023 – 2024

Table 0.2: Academic Calendar 2023 – 2024 development of the whole person: academically, spiritually, psychologically, ethically, and physically. Students are instructed of the need to be respectable stewards of their milieu and serve individuals that are less fortunate.

FALL 2023	
August 14, 2023	Term Begins
August 20, 2023	Last Day to Add/Drop Classes without consequences
September 4, 2023	Labor Day (No Classes)
October 15, 2023	Last Day to Drop a course or withdraw without receiving an "F" in each course. Student will receive a "W" as a final grade (50% mark of semester) *
November 23, 2023	Thanksgiving Day (No Classes)
December 4-15, 2023	Final Exams/Classes
December 17, 2023	Semester Ends
December 18-20, 2023	Spring 2023 Mandatory Orientation
December 18, 2023- January 01 2023	Campus Closed for the Holidays
SPRING 2024	
January 2, 2024	Term Begins
January 7, 2024	Last Day to Add/Drop Classes without consequences
March 3, 2024	Last Day to Drop a course or withdraw without receiving an "F" in each course. Student will receive a "W" as a final grade (50% mark of semester) *
January 15, 2024	Martin Luther King Holiday (No Classes)
April 22-24, 2024	Summer 2022 Mandatory Orientation
April 22-May 3, 2024	Final Exams/Classes
May 5, 2024	Semester Ends
SUMMER 2024	
May 6, 2024	Term Begins
May 12, 2024	Last Day to Add/Drop Classes
May 27, 2024	Memorial Day (No Classes)
June 23, 2024	Last Day to Drop a course or withdraw without receiving an "F" in each course. Student will receive a "W" as a final grade (50% mark of semester) *
July 4, 2024	Independence Day (No Classes)
July 22-24, 2024	Fall 2022 Mandatory Orientation
July 29- August 2 2024	Final Exams/Classes
August 4, 2024	Semester Ends

Classes that are missed due to the federal observed holidays will be made up.

The Academic Calendar dates are subject to change.

*****Students will be notified of any other days the campus may be closed*****

U.S. Constitution Day and Citizenship Day is observed on September 17th of each year.

See: <https://www2.ed.gov/policy/fund/guid/constitutionday.html>

Administrative Operations

Time Zone Designation

For this Academic Catalog, all hours listed below are in Eastern Standard Time ("EST").

Business Office Hours

Business Office of Hope College are from 8:30 a.m. EST to 5:30 p.m. EST, Monday through Friday. The Business Office is not open on weekends.

Clinical Department Hours

The office hours for the Clinical Department of Hope College are from 9:00 a.m. EST to 5:00 p.m. EST, Monday through Friday. The Clinical Department is open on weekends as needed.

Student Services Department Hours

The office hours for the Student Services Department of Hope College are from 9:00 a.m. EST to 7:00 p.m. EST, Monday through Friday.

Building Access

For the security of students, faculty, and staff, access to the facilities of Hope College will be limited to regular operating hours. The regular operating hours are posted on the bulletin board in the student lounge at Hope College. Access to all facilities, including the building at Hope College, is at all times limited to faculty, staff, and students. After regular operating hours, the facilities of Hope College will be locked, and access is limited to authorized personnel only.

Appointments

If you require a meeting with Hope College staff, an appointment is recommended. To make an appointment, please call the Hope College Admissions Office at this phone number: (954) 532-9614.

Students' Point of Contact

Table 0.3: Students' Point of Contact

Inquiry Type	Point of Contact
Administrative Policies	Student Services Department
Academic Programs (e.g., scheduling, withdrawal, transcripts)	Registrar Department
Financial Billing	Finance Department
FAFSA/Title IV	Financial Aid Department
Job Placement Assistance	Career Services
Books and Supplies	Admissions Department
Academic Counseling	Student Services Department
Emergency and Disaster Plan	Compliance Department

Distance/Online Education

Hope College of Arts and Sciences has been approved to offer its programs via distance education. However, the College is teaching the Practical Nursing Diploma Program (PN Program) residentially. Hope College is authorized to provide distance education courses and degrees to students across the nation following the state guidelines (See Section 9.0). As required by Florida Administrative Code section 6E-2.0041(11), student records and transcripts for credit awarded through accredited traditional, online, distance, or directed individual instruction are recorded and maintained at the institution and made available upon request to the Commission for Independent Education ("Commission") within the Florida Department of Education.

Cancellation of Classes

Hope College's classes arise in the daytime, afternoon, evenings, weekends, and hybrid. Hope College reserves the right to cancel classes or reschedule any classes for which there is insufficient enrollment. Hope College will refund in full any monies, including registration, when it cancels classes.

Administration and Faculty

In order to provide quality education to meet the needs of the community, high standards are used in selecting Hope College's administrative staff and faculty. All Hope College staff members bring with them work experience that enables them to relate their classroom instruction to job demands in today's work setting. Appropriate instructor-to student ratios are maintained to meet student needs and program objectives. A listing of Hope College administrative staff and faculty can be found in sections 8.1 and 8.2 of this Catalog.

Communication with Staff and Faculty

There is an expanding reliance on electronic communication among students, faculty, staff, and administrators at Hope College. This is motivated by the convenience, speed, cost effectiveness, and environmental advantages of using electronic communications rather than printed communication. Communications from the administration or faculty will be conducted primarily through email provided by Hope College. Students can find their instructors' email addresses in their course syllabi. Students are asked to provide Hope College with the student's personal email account that may be used for communicating with Hope College. Any communication each student sends to Hope College may become part of that particular student's education record, including conversations, phone calls, voicemail, emails and other forms of written communication.

Expectations about Students' Use of Email

Students are expected to check their email daily to stay current with communications from or related to Hope College. The failure to check for or receive messages due to full mailboxes or auto forwarded email is not an acceptable excuse for missing official Hope College communications. Hope College, at its discretion, may additionally communicate with students via phone calls and other forms of written or electronic communications.



HOPE COLLEGE
OF ARTS & SCIENCES

SECTION 1.

ADMISSIONS REQUIREMENTS

Section 1.1 Admissions and General Licensure

Information

Hope College seeks to admit students who possess the appropriate credentials and have demonstrated capacity or potential that indicates a reasonable probability of success in completing the educational programs offered by Hope College. Applicants seeking admission into Hope College as students are strongly encouraged to visit Hope College prior to enrollment to obtain a clear understanding of Hope College, view the facilities and equipment of Hope College and meet with staff and instructors at Hope College.

Hope College carefully evaluates all students and makes admissions decisions on an individual basis following the admissions requirements and policies set forth in this Catalog. Students are encouraged to apply for admission into Hope College as soon as possible for a specific program and start date. Applicants' families are encouraged to participate in the enrollment process so that they may have an opportunity to ask questions. Students must complete the entire admissions process on or before the first day of class for all programs. Students who fail to complete the admissions process prior to the first day of class may be required to reschedule to another start date at Hope College.

Section 1.1.1 Programs in English

Hope College's Programs are taught in English only. As such, all applicants and potential students for any of our programs must be able to read, write, and communicate in English not only as a requirement for class, but for most of the employment opportunities available.

Section 1.1.2 General Education Disclosure

All General Education courses must be completed in order to complete the Nursing Programs at Hope College.

Section 1.1.3 Hope College's Programs

Hope College offers the following programs:

- Practical Nursing (Residential)
- Nursing (Associate of Science in Nursing (Hybrid/Residential))
- RN-BSN (Bachelor of Science in Nursing) (Hybrid)

Section 1.1.4 Hope College's Pre-Licensure Programs

The Practical Nursing and Nursing Associate of Science are pre-licensure programs. When the student graduates from Hope College's nursing programs, the student is eligible to apply for the NCLEX-PN or NCLEX-RN licensure examination. The student must pass the exam to qualify for employment as a licensed practical or registered nurse. For additional information and requirements from the Florida Board of Nursing, please visit this website: <http://floridasnursing.gov/>.

Section 1.1.5 Florida Licensure

When students graduate from Hope College, they are eligible to apply for the NCLEX-PN or NCLEX- RN licensure examination. The graduate must pass the exam to qualify for employment as a licensed practical or registered nurse.

To be eligible for licensure by examination in the state of Florida, the graduate must:

- ✓ Complete an application online or submit on forms provided by the Department of Health, Florida Board of Nursing, with the following evidence that the graduate meets qualifications of the Nurse Practice Act:
- ✓ A notice of graduation or of completion of requirements for graduation from an approved PN or ASN program in Florida. Upon successful graduation or completion of requirements for graduation, this will be provided by Hope College.
- ✓ Proof of the graduate's ability to communicate in the English language. This proof is provided by virtue of the student's graduation from Hope College, which is an approved PN and ASN program.
- ✓ Offense-related submissions, if applicable. If an individual has been convicted of any offense other than minor traffic violation, then he or she or they must submit arrest and court records stating the nature of the offense and final disposition of the case so that a determination can be made by the Florida Board of Nursing whether the offense is related to the practice of nursing or the ability to practice nursing. Any convicted felons must submit proof of restoration of civil rights, or they are ineligible for licensure.
- ✓ Change-related information. An individual must inform the Florida Board of Nursing, in writing, of any change in the information provided on the individual's license application if a change occurs prior to licensure.

An individual may practice as a "graduate practical nurse" or "graduate nurse" if he or she or they have:

- ✓ Submitted the required application and fee to the Department of Health, Florida Board of Nursing, for the licensing examination.
- ✓ Provided evidence from the Department of Health, Florida Board of Nursing to her or his or their employer that the individual is eligible to write, or have written, the examination and that they are eligible to practice nursing as a "graduate practical nurse" or "graduate nurse."
- ✓ As a "graduate practical nurse" or "graduate nurse," the individual may only practice under the direct supervision of a registered professional nurse.
- ✓ If the individual fails the first or any subsequent examination, he or she or they will be unable to practice as a "graduate practical nurse" or "graduate nurse" again until the individual passes the licensing examination.
- ✓ In the event that the individual successfully repeats and graduates from a second course of study in an approved nursing program, then that individual may be granted "graduate practical nursing" or "graduate nurse" status when reapplying to take the licensure examination.
- ✓ The individual will be taking the National Council Licensure Examination for practical nurses or registered nurses as applicable. That exam is a computer adaptive test that is scored on a pass/fail basis.
- ✓ In the event an individual does not pass that examination, then he or she may retake the examination. The individual will need to reapply and pay the reexamination fee.
- ✓ If an individual fails the examination, he or she or they may request review by payment of the applicable fee to the National Council of State Boards of Nursing, Inc.
- ✓ The individual may also have his or her or their examination hand-scored by the testing service for purposes of verification, upon written request, and can make payment of the required fee to the National Council of State Boards of Nursing, Inc. Hope College's Nursing Department will provide information and assistance to the student regarding the application process as the time approaches for her or him or them to apply.

Section 1.1.6 NCLEX Examination

Hope College's Nursing Programs are approved by the Board of Nursing in the State of Florida. Students wishing to take the NCLEX-PN or NCLEX-RN must contact the state they intend to take the examination in before enrollment. The State of Florida is now a Multi-License State. Registered Nurses and Licensed Practical Nurses who qualify for Licensure in Florida may apply for Nurse Licensure Compact "Multi-State license" which means a license issued by the Florida Department of Health to practice as a registered nurse ("RN") or a licensed practical nurse ("LPN") in all Nurse Licensure Compact states under a multi-state licensure privilege.

Florida is a member of the enhanced Nurse Licensure Compact ("eNLC"). The eNLC allows a registered nurse or licensed practical nurse licensed in a Compact state to practice across state lines in another Compact state without having to obtain a license in the other state. It is important to remember that the eNLC requires nurses to adhere to the nursing practice laws and rules of the state in which he/she practices under his/her Compact license. If a nurse moves from one state to another and establishes residency, the nurse must apply for licensure in that state. Please visit the National Council of State Boards of Nursing ("NCSBN") website, which is www.ncsbn.org, for a list of states that have implemented the Compact. If a party state issues a temporary permit or temporary license to an endorsee, that permit, or license shall confer the same rights and privileges of nursing practice as does the permanent license among party states. Each individual and her or his or their employer must verify licensure directly from the state issuing the temporary permit/license. For more information provided by the National Council of State Boards of Nursing about the eNLC, please visit this website: <https://www.ncsbn.org/94.htm>.

eNLC States:

*eNLC states include the following states: Alabama, Arizona, Arkansas, Colorado, Delaware, Florida, Georgia, Guam, Idaho, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Mississippi, Missouri, Montana, Nebraska, New Hampshire, New Jersey, New Mexico, North Carolina, North Dakota, Ohio, Oklahoma, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Virgin Islands, Washington, West Virginia, Wisconsin, and Wyoming.

Please see a list of Compact States at this webpage link:

<https://www.ncsbn.org/memberstates080918.pdf><https://www.ncsbn.org/nlcmemberstates.pdf>
(last visited on September 21, 2023).

Section 1.1.7 Background and Licensing Information

Some state professional standards prohibit the issuing of a nursing license to a convicted felon. In addition, healthcare facilities routinely refuse to allow convicted felons into the clinical setting to obtain a clinical experience. As a result, Hope College requires applicants who have been convicted of a felony, misdemeanor, or any criminal act to disclose this information as a mandatory step in the application process. Hope College reserves the right to deny admission to any applicant who has a criminal record and may revoke acceptance of a student who does not fully disclose the nature or extent of any felonies, misdemeanors, or criminal convictions. In addition, conviction of a felony, misdemeanor, or other criminal act while enrolled with Hope College may prevent the student from being able to complete their program.

Section 1.1.8 Important NCLEX Disclosure Statement

Upon the completion of the Associate of Science in Nursing (“ASN”) and Practical Nursing (“PN”) programs, students are required to pass the NCLEX to become a Registered Nurse or Licensed Practical Nurse.

Hope College does not offer the NCLEX examination.

The NCLEX examinations are administered by the Florida Board of Nursing using Pearson VUE testing Centers. Clearance to sit for the NCLEX examination will take additional time and is conducted by the Florida Board of Nursing.

The Florida Department of Health and Florida Board of Nursing shall refuse to renew a license, issue a license, and shall refuse to admit a candidate for examination if the applicant:

1. Has been convicted, plead guilty, or no contest, regardless of adjudication, to a felony violation of fraud, including, but not limited to, the following types of fraud: (a) Medicaid or Medicare fraud (state or federal); (b) Welfare fraud; (c) Government or social economic assistance program fraud; (d) False pretenses or other fraud.
2. Has committed any of the following:
 - Drug abuse prevention or control (state or federal) unless the sentence and any probation or pleas ended more than 15 years prior to application;
 - Terminated for cause from Florida Medi-Cal Program (unless the applicant has been in good standing for the most recent 5 years); or
 - Terminated for cause by any other State Medicaid Program or the Medicare Program (unless the termination was at least 20 years prior to the date of the application and the applicant has been in good standing with the program for the most recent 5 years).

Section 1.2 General Admissions Requirements

To be considered for admissions into a program of study, an applicant must do the following:

1. Complete the Application online,
2. As part of the admission process, students are required to present proof of the state in which they reside by presenting a state driver’s license or equivalent state ID.
3. Provide proof of high school completion or equivalent; See page 27-29 for details.
4. Interview with an Admissions Representative,
5. Provide proof of age (applicant must be seventeen or older to start the program);
6. Demonstrate ability to meet program-specific requirements,
7. Pass a background check; and
8. Complete the necessary entrance test for the program of study (if applicable). See page 26-27 for details.

The Office of the Registrar will evaluate home-schooled applicants to determine if the high school education for the applicant meets our proof of graduation requirement. Please contact the Office of Admissions for information about the required documentation. Once the Office of the Registrar evaluates home-schooled student documentation, the applicant will be notified whether he or she or they may proceed with the admissions process. Applicants may also proceed with the admissions process by earning a GED diploma.

Section 1.2.1 Recruitment Practices

Hope College ensures that its recruitment practices are consistent with acceptable industry recruiting practices. Hope College does not apply pressure tactics to encourage students to enroll nor does Hope College engage in or allow its staff to engage in other banned recruiting practices. Consistent with the requirements of the Gainful Employment regulations under Title IV, Hope College does not provide incentive compensation to recruitment personnel. Recruiters are paid a fixed amount determined annually and student outcomes are considered in evaluating recruitment personnel.

Section 1.2.2 Legal Issues

Some state professional standards prohibit the issuing of a nursing license to a convicted felon. In addition, healthcare facilities routinely refuse to allow convicted felons into the clinical setting to obtain a clinical experience. As a result, Hope College requires applicants who have been convicted of a felony, misdemeanor, or any criminal act to disclose this information as a mandatory step in the application process.

Section 1.2.3 Criminal Background Screening Policy

Hope College believes that the enrollment of qualified students contributes to the overall success of the education process. Background screens and reference checks serve as important parts of the enrollment process at Hope College. These types of information are collected as a means of obtaining additional applicant-related information that helps determine their overall qualifications, ensuring the protection of the current people, property, and information of Hope College.

Hope College conducts background screens and reference checks on every student applicant. Hope College reserves the right to deny admission to any applicant who has a criminal record and may revoke acceptance of a student who does not fully disclose the nature or extent of any felonies, misdemeanors, or criminal convictions. This background checks process is conducted to verify the accuracy of the information provided by the applicant.

The following verifications may be conducted:

1. Social Security Number Verification,
2. Criminal Convictions (applicable state and/or county records),
3. Sexual Offender and Predator Registry,
4. Applicable State Medicaid Exclusion List,
5. GSA List of Parties Excluded from Federal Programs,
6. OIG List of Excluded Individuals.

Applicants who have been convicted of committing or attempting to commit one or more of the following offenses will not be eligible for enrollment at Hope College. The applicant will not be admitted to Hope College if the criminal history report indicates a conviction of either a felony classification or misdemeanor within the past seven years unless there are mitigating circumstances.

1. Murder, homicide, manslaughter, or concealment of a homicidal death,
2. Kidnapping, child abduction, criminal child enticement, or contributing to the delinquency of a minor,
3. Unlawful restraint or forcible detention,
4. Felonious or aggravated assault, menacing, battery or infliction of great bodily harm,
5. Sexual assault/battery, sexual abuse or unlawful sexual behavior,
6. Abuse, abandonment, criminal neglect or financial exploitation of or indecency with a child, elderly or disabled person,
7. Theft, robbery or burglary,
8. Aiding suicide,
9. Criminal trespass,
10. Arson,
11. Misappropriation of fiduciary property or property of a financial institution,
12. Securing execution of a document by deception,
13. Unlawful possession or use of weapons or aggravated discharge of a firearm,
14. Felony conviction for manufacture, delivery, possession or trafficking possession of controlled substance(s),
15. A conviction under the laws of another state, federal law, or the Uniform Code of Military

Justice (“UCMJ”) for an offense containing elements that are substantially similar to the elements of an offense listed above.

All background screens and reference checks are conducted in compliance with all federal and state statutes, such as the Fair Credit Reporting Act (“FCRA”), as applicable. Students who experience any break in service, or who begin a new program of study, will be subject to an additional background screening, at the student’s expense, upon reentry to Hope College.

Section 1.2.4 Required Entrance Examinations

All applicants enrolling in the Associate of Science in Nursing (“ASN”) and Practical Nursing (“PN”) program must take and pass the college standardized entrance pre-admission exam (“PAX”). Questions in it are designed to test the basic academic skills a nursing student will need to perform in class in the following areas: reading, Math, Science, and English and Language Usage. Students are only allowed to take the examination for a maximum of two attempts. If the student fails the two attempts for that examination, the student will need to wait for 90 days before they can retake the examination. In the case of a student that drops from a program and subsequently returns to the same or different program within five years, the re-entering student may be required to retest in order to meet the current minimum testing requirements.

Table 1.1 Entrance Exam Composite Score Requirements for the PAX Test

Entrance Exam Minimum Composite Score Rates for the PAX Test		
Program	Credential	Composite Score
Practical Nursing	Diploma	70-100/200
Nursing	Associates of Science	70-100/200
Nursing	RN-BSN	N/A

Table 1.2: Entrance Exam Examination Content

Math	Reading	Science	English and Language Usage
Numbers, Algebra Fractions, Square Roots, Measurement, Data, Commas, Estimation Sequences, and Division	Key ideas, details, craft, structure, and integration of knowledge and ideas	Human anatomy and physiology, Life and physical sciences, and Scientific reasoning	Conventions of standard English, Knowledge of language, and Vocabulary acquisition

Section 1.2.5 Testing Requirements

The Nursing Entrance is the official entrance examination for the Practical Nursing (“PN”) and Associate of Science in Nursing (“ASN”) programs at HopeCollege. Applicants may be granted acceptance into Hope College as determined by Hope College based upon entrance test scores on Pax examinations delivered by another institution. PAX-PN/RN admission test scores must have been earned within the last 6 months.

Applicants seeking to transfer nursing credits as advanced placement must prove competency by achieving a minimum score of 80% in the comprehensive course-specific content examinations, which can be attempted once only. Applicants entering the RN to BSN program must have an Associate of Science in Nursing with a 2.5 GPA or higher and a valid Registered Nursing License to qualify. Any individual wishing to retake the nursing entrance examination may take it up to two times within a 12-month period.

Table 1.3: Testing Requirements

Requirements	Practical (RESIDENTIAL)	Nursing (Associate of Science in Nursing Nursing/HYBRID (RESIDENTIAL)	Nursing (Associate of Science in Nursing (HYBRID)	RN BSN (Bachelor's in Nursing) DISTANCE EDUCATION HYBRID
PAX-Entrance Exam	100/200	100/200	100/200	N/A
Earned Degree/Diploma/Certificate		GPA of 2.0 or better on a 4.0 scale and a "C" or better to transfer.	An earned associate degree or diploma in nursing from an accredited registered nursing ("RN") program or institution.	
GPA		2.0 or better on a 4.0 scale.	2.0 or better on a 4.0 scale from a Diploma or Associate of Science in Nursing	

Section 1.2.6 Other Requirements

Applicants who have a misdemeanor conviction should be aware that they may not meet applicable licensure or certification requirements and may not be able to secure employment in the field. Certain misdemeanor convictions may prevent a student from successfully completing the desired program due to the inability to place students on externship or clinical sites; therefore, in these instances, Hope College reserves the right to deny admission.

1. A criminal record will jeopardize a student's ability to complete the program requirements, achieve required licensure, and eligibility for employment. Thus, Hope College does not accept applicants who have been convicted of a felony.
2. All applicants must possess a high school diploma or a recognized equivalent (such as a GED) prior to his/her start date or possess a degree.
3. A physical copy of a high school diploma or a recognized equivalent must be verified and on file with Hope College prior to the applicant's scheduled start date, as documented on the enrollment agreement. Evidence of high school graduation or its equivalent must include the applicant's name and graduation date as well as the name and location of the high school attended including, city, state and graduation year. Where necessary, Hope College will evaluate the validity of a high school diploma and verify that the high school or program was approved by the applicable governing or state authority, if approval is required by applicable law.
4. An applicant who graduated from high school outside of the United States must submit a certified copy of his/her secondary school transcript and/or diploma. It must be translated into English and determined to be equivalent to a U.S. high school diploma upon evaluation by an agency approved by the National Association of Credential Evaluation Services, Inc. ("NACES") or Association of International Credential Evaluators, Inc. ("AICE"). Please note that some agencies have more specific requirements and accept only original documentation sent directly from the educational institution.

5. An applicant who graduated from high school in a home school setting must provide documentation signed by the applicant's parent or guardian that lists the secondary school courses completed by the applicant and that certifies the successful completion of secondary school education in a home school setting. Such documentation must include all information that Hope College requires on a high school diploma, in addition to the parent or guardian's signed attestation that the home school was approved by the applicable governing or state authority, if approval is required by applicable law. If the state where the homeschooled applicant requires by law that homeschooled students obtain a secondary school completion credential (other than a high school diploma or its recognized equivalent), the applicant must submit a copy of that credential. Hope College does not accept applicants who are beyond the age of compulsory and are non-high school graduates (ability-to-benefit students).

Section 1.2.7 Evaluation Process: Eligibility for Federal Title IV Funds

All Hope College students are required to provide proof of High School education or equivalent. Students must provide verifiable proof of education prior to the student scheduled start date. All documents will be reviewed, verified, and approved by the Office of the Registrar to ensure the education and documents provided meet equivalency requirements in accordance with the applicable accreditation agency.

Definition of Equivalency

Equivalency shall be defined as a verifiable proof of state-issued GED or another state-issued equivalency test.

Acceptable Proof of Education will include the following documents

- High School transcript displaying school name, student name, school location, and student's date of graduation.
- Copy of student's original high school diploma displaying school name, student name, school location, and student's date of graduation.
- State-issued GED record displaying the student's name and date of completion. Other state issued equivalency record.

Acceptable Proof of Home School Documentation

- Documentation signed by the applicant's parent or guardian that lists the secondary school courses completed by the applicant and that certifies the successful completion of secondary school education in a home school setting.
- Must include:
 - All information that Hope College requires on a high school diploma.
 - Parent or guardian's signed attestation that the home school was approved by the applicable governing or state authority, if approval is required by applicable law; and
 - If the state where the applicant was home schooled requires by law that home schooled students obtain a secondary school completion credential (other than a high school diploma or its recognized equivalent), the applicant must submit a copy of that credential.

Identifying State Approved Schools

The registrar has the responsibility of verifying a student's education. To identify that the student meets the requirements, the Registrar will be able to reference Patterson's American Education Guide. This publication is released annually and contains a list of all graded state approved public secondary schools and all graded, regionally accredited private secondary schools. Any non-graded, non-state approved, special education and other non-traditional secondary schools are not listed in this publication. A new edition of the Patterson's American Education Guide publication should be purchased annually by the campus. Previous editions of the Patterson's American Education Guide will be kept at the Office of the Registrar for reference. The Registrar may also contact the state directly to determine a school's validity. Should there be any question or concern regarding education verification the campus can contact the Director of Compliance at Hope College for further assistance.

Because home school requirements vary by state, home school graduates will be evaluated based on the individual requirements of the state in which the student completed home schooling.

Foreign Transcripts

All foreign transcripts must be evaluated by a member of the National Association of Credential Evaluation Services ("NACES") (<http://naces.org/members>) or the Association of International Credential Evaluators, Inc. ("AICE") (<https://aice-eval.org/>). The agency must attest to the equivalency of the foreign education. If the education is not found to be equivalent to a U.S. high school diploma, then it will not be accepted.

Should the Registrar be unable to verify a student's education or unable to determine that the student's education does not meet the requirements, then the student's enrollment will be cancelled. (See cancel/active policy).

Additional Requirements

Applicants enrolling in nursing programs must submit two letters of recommendation. Hope College encourages all individuals to further their educational interest. Hope College is committed to a policy of equal opportunity in student admissions, student financial assistance, and student policies and procedures. Thus, Hope College is committed to a policy of nondiscrimination on the basis of age, race, sex, color, religious belief, religion, creed, national and ethnic origin, ancestry, sexual orientation, medical condition, pregnancy, marital status, veteran status, handicap, or disability in the employment or educational programs or activities of Hope College. The Admissions Department accepts applications based on requirements set forth by the Board of Education and the Florida Board of Nursing.

Section 1.2.8 Application Process

Practical Nursing and Associate of Science Programs

- Contact the Admissions Department via telephone, walk in, or email for an appointment.
- Complete a Hope College Admissions Application.
- Submit two letters of recommendation.
- All applicants must provide one of the following:

» Standard high school diploma

- ◆ To ensure education is equivalent to the U.S.

1. Student applicants need to use a credential evaluation service of an agency that has National Association of Credential Evaluation Services ("NACES") published standards for membership, affiliations to U.S.-based international higher education associations, and is frequently linked to and used by federal agencies, state agencies, educational institutions, and employers (e.g., NACES, and AICE). <http://www.naces.org/members.html> (Note: language from www.ed.gov/international/unsei/edlite-index.html).
2. Evaluation and translation of the transcript will be at the expense of the applicant.

» General Education Diploma (GED)

» A home school education graduate who completed the requirement in accordance with Florida and other states' statutes.

- ◆ Students with prior college experience will be required to submit an official transcript for each college attended to receive transfer credits.
- ◆ All applicants must provide a government issued driver's license or photo identification card ("ID").
- ◆ All applicants must provide proof of United States' citizenship or residency status. Acceptable forms of identification are as follows:

» If a United States citizen, proof as follows:

- ◆ Original or certified copy of the student's birth certificate;
- ◆ A valid, unexpired US passport;
- ◆ Certificate of Naturalization issued by the Department of Highway Safety and Motor Vehicles ("DHSMV"); and
- ◆ Voter's registration card.

» Non-US citizens must provide one document (original or certified copy) to establish identity.

Examples are as follows:

- ◆ A valid, unexpired Permanent Resident Card ("I-551");
- ◆ A valid passport for non-immigrants;
- ◆ Department of Homeland Security ("DHS") document (showing proof of lawful presence)
 1. 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 Statutes sections 456.013(3)(a), 456.039(1), 456.072(2), 464.018, and other laws that govern the health care profession in which you are enrolled.
 2. Students are 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.
 3. Entrance Exam Minimum Score Requirement: PAX 100/200, Assessment exam at another institution
 4. within the past 6 months of enrolment, applicants may submit proof of documentation to the Admission Representative attended to receive transfer credits.

Identifying State Approved Schools

- ◆ 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

Table 1.1 List of Transferable Courses			
Courses Transferable to Nursing - ASN Program			
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 credit	CR
PSY 1106	Psychology	3 semester credit	CR
MATH 1118	College Algebra	3 semester credit	CR
NUR1080C	Fundamentals of Nursing Clinical	4 semester credit	EC
NUR 2010C	Medical Surgical I Nursing Clinical	4 semester credit	EC
Special Consideration for the Nursing Courses			
NUR1150	Math/Pharmacology	3 semester credit	CR
NUR1080	Fundamentals of Nursing	6 semester credit	CR
NUR 2000	Fundamental Transition to Professional Nursing	6 semester credit	CR
NUR 2050	Mental Health Nursing	3 semester credit	CR
NUR 2060	Maternal Child Nursing	4 semester credit	CR
Special Considerations for Transfer of Credits – Nursing Courses 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.			
Courses Transferable to RN to BSN Program			
Any of the courses from the RN-BSN program			
Those courses that are accepted as transfer credit are displayed on the student's 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 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	Clock Hour
Nursing	Associate of Science in Nursing	LPN-ASN	37	Clock Hour
Nursing	RN-BSN	N/A	54	Clock 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.

Students must reapply for Financial Aid, if applicable.

A student returning from a withdrawal status after two (2) academic semesters must reapply for admission and, upon acceptance, and must restart the program from the beginning with all appropriate fees.

The completed forms and supporting documentation will be reviewed by the Admissions/Faculty Committee of Hope College who will make a recommendation to the Hope College administrator. The Hope College administrator's decision will be final. The student will be notified of the Hope College administrator's decision in writing within ten business days of the Hope College Admissions/Faculty Committee's meeting. For more information, please refer to the Satisfactory Academic Progress ("SAP") section of the Catalog.



HOPE COLLEGE
OF ARTS & SCIENCES

SECTION 2.

TUITION INFORMATION

Section 2.1.0 Finance Department

Finance Department

Upon submission of an official transcript, applicants are provided with a plan of study, which is a review of their transcript for the courses that are approved and accepted for transfer into the program. An estimated financial breakdown of program costs, including the credited amount of each course, may be provided. For courses credited, the credited amount is deducted from the total cost of the program based on the current tuition cost of the course. Upon completion of this review, and once all deductions have been applied, the student's financial contract will be generated by a finance representative. The contract will include the following details: the total amount of the program minus credited deductions for General Education and Experiential Credits, the amount of down payment that is required, and the semester payment amount and due date.

- The tuition program cost for Nursing (Associate of Science in Nursing), for all core nursing courses, is \$355 per credit hour.
- Associate Degree program, pre-nursing courses are an additional cost per credit hour of \$355 and may be transferred from an accredited school.
- The tuition program cost for RN-BSN program (Bachelor of Science in Nursing), for all core nursing courses, is \$400 per credit hour.
- Tuition is \$10 per clock hour for the Practical Nursing Diploma Program.
- Laboratory costs and books costs are subject to change and are listed in the fee schedule section of the Catalog.
- Uniform costs and other additional fees are listed in the program outlines section of the Catalog.

Section 2.1.1 Schedule of Tuition and Fees

The following is the schedule of the maximum tuition and fees to be incurred for completion of a program, assuming the student does not fail required courses.

Table 2.1:PRACTICAL NURSING (PN) TUITION & FEES

TUITION & FEE SCHEDULE	
Tuition	\$16,200.00
Digital Resources of Nursing Contents (included in tuition)	\$1,775.00
Total Tuition Cost	\$17,975.00
FEES, ENTRANCE EXAMS, AND UNIFORMS (not included in tuition)	
NLN PAX Entrance Exam	\$100.00
College Registration Fee (non-refundable)	\$150.00
FDLE Level II Criminal Background Check (required, payable by the student to vendor)	\$95.00
Uniform - two sets provided (required, payable by the student to the college)	\$79.18
Technology and Student Portal Fee (required, used for: utilities, wi-fi service, software, etc., payable by the student to the college)	\$800.00
Total	\$1211.34
Total Program Cost (total tuition, plus required fees)	\$19,186.34

ADDITIONAL COSTS ASSOCIATED WITH THE PROGRAM

Additional Uniform (optional, priced per-set, purchased through the college, payable by student to the college)	\$39.59
Ten-Panel Urinalysis for Drug Screening (required, varies based on vendor, payable by student to the vendor)	\$45.00
Exit Exam (Per exam/retakes, payable to the college)	\$100.00
Graduation Fee (optional, payable by the student to the college for participation in commencement activities)	\$450.00
Travel Cost (student specific, price varies, payable by student to vendor) up to	\$2,500.00
Florida Board of Nursing Application Fee (required for licensure, payable by student to vendor)	\$110.00
Pearson Vue Testing Center Fee (required for licensure, payable by student to vendor)	\$200.00
Kaplan Live Review	\$450.00
Re-take Exit Exam Fees	\$100.00
Estimated textbooks if student wants Hardcopy	\$ 2500.00
Total Proctoring Fees across courses (on Demand Fees included)	\$1710.00
Immunization and Vaccines (required, price varies, payable by student to vendor)	\$500.00
Nursing Starter Kit (required, price varies, payable by student to vendor)	\$125.00
ACEMAPP Clinical Resource (applies only to clinical participants that requires ACEMAPP)	\$100.00
Total	\$8,913.17
*Additional fee may apply for students not testing at the institution for proctoring – (Fees may vary)	
*Estimated costs may vary based on program. No transfer credits Please refer to your admission packet for additional information.	\$26,888.17

Late Fees, Course Re-take fees, and other fees

Financing Contract	\$0.00 contract fee for students utilizing the campus's in-house payment plan
Clinical Make up Fee	Make up clinical fees (students who miss clinical shift must pay fees to make the clinical hours) \$10 per hour
Course Retake Fees	Students will be charged tuition by credit/clock hour per course, as expressed on their enrollment agreement, for course retakes. \$12/hour
Tuition Late Fee	Students on a payment plan who do not pay on schedule (within 3 days of date scheduled) will be charged a late fee of \$50.00
Transcript Fee	Official transcript request - \$32.10 (within 3 weeks)

Table 2.2: ASSOCIATE OF SCIENCE IN NURSING TUITION & FEES

TUITION & FEE SCHEDULE	
Tuition	\$34,650.00
Digital Resources of Nursing Contents (included in tuition)	\$2,800.00
Total Tuition Cost	\$37,450.00
FEES, ENTRANCE EXAMS, AND UNIFORMS (not included in tuition)	
NLN PAX Entrance Exam	\$100.00
College Registration Fee (non-refundable)	\$150.00
FDLE Level II Criminal Background Check (required, payable by the student to vendor)	\$95.00
Uniform - two sets provided (required, payable by the student to the college)	\$79.18
Technology and Student Portal Fee (required, used for: utilities, wi-fi service, software, etc., payable by the student to the college)	\$800.00
Total	\$1211.34
Total Program Cost (total tuition, plus required fees)	\$38,661.34
ADDITIONAL COSTS ASSOCIATED WITH THE PROGRAM	
Additional Uniform (optional, priced per-set, purchased through the college, payable by student to the college)	\$39.59
Ten-Panel Urinalysis for Drug Screening (required, varies based on vendor, payable by student to the vendor)	\$45.00
Exit Exam (Per exam/retakes, payable to the college)	\$100.00
Test Out Exam fee/per exam	\$250.00
Graduation Fee (optional, payable by the student to the college for participation in commencement activities)	\$450.00
Florida Board of Nursing Application Fee (required for licensure, payable by student to vendor)	\$110.00
Pearson Vue Testing Center Fee (required for licensure, payable by student to vendor)	\$200.00
Textbooks General Education (required, varies based on vendor)	\$500.00
Estimated textbooks if student wants Hardcopy	\$4200.00
Kaplan Live Review	\$450.00
Total Proctoring Fees across courses (on Demand Fees included)	\$1710.00
Travel Expenses (student specific, price varies, payable by student to vendor) up to	\$2500.00
Immunization and Vaccines (required, price varies, payable by student to vendor)	\$500.00
Nursing Starter Kit (required, price varies, payable by student to vendor)	\$125.00
ACEMAPP Clinical Resource (applies only to clinical participants that requires ACEMAPP)	\$100.00

Total	\$11,263.17
*Additional fee may apply for students not testing at the institution for proctoring – (Fees may vary)	
*Estimated costs may vary based on program. No transfer credits Please refer to your admission packet for additional information. \$49,924.51	
Late Fees, Course Re-take fees, and other fees	
Financing Contract	\$0.00 contract fee for students utilizing the campus's in-house payment plan
Clinical Make up Fee	Make up clinical fees (students who miss clinical shift must pay fees to make the clinical hours) \$10 per hour
Course Retake Fees	Students will be charged tuition by credit/clock hour per course, as expressed on their enrollment agreement, for course retakes. \$450/credit
Tuition Late Fee	Students on a payment plan who do not pay on schedule (within 3 days of date scheduled) will be charged a late fee of \$50.00
Transcript Fee	Official transcript request - \$32.10 (within 3 weeks)

Table 2.2: ASSOCIATE OF SCIENCE IN NURSING TUITION & FEES

TUITION & FEE SCHEDULE	
Tuition	\$36,300.00
Digital Resources of Nursing Contents (included in tuition)	\$1,500.00
Total Tuition Cost	\$37,800.00
FEES, ENTRANCE EXAMS, AND UNIFORMS (not included in tuition)	
College Registration Fee (non-refundable)	\$150.00
FDLE Level II Criminal Background Check (required, payable by the student to vendor)	\$95.00
Uniform - two sets provided (required, payable by the student to the college)	\$79.18
Technology and Student Portal Fee (required, used for: utilities, wi-fi service, software, etc., payable by the student to the college)	\$800.00
Total	\$1111.34
Total Program Cost (total tuition, plus required fees)	\$38,991.34
ADDITIONAL COSTS ASSOCIATED WITH THE PROGRAM	
Additional Uniform (optional, priced per-set, purchased through the college, payable by student to the college)	\$39.59
Ten-Panel Urinalysis for Drug Screening (required, varies based on vendor, payable by student to the vendor)	\$45.00
Graduation Fee (optional, payable by the student to the college for participation in commencement activities)	\$450.00
Travel Expenses (student specific, price varies, payable by student to vendor) up to	\$2500.00