



UNIVERSITY of HAWAII®
KAPĪ'OLANI
 COMMUNITY COLLEGE

Aloha, Nursing Program Applicant!

Thank you for considering the **Certificate of Achievement in Practical Nursing Program** at **Kapi'olani Community College** as you pursue a career in the nursing field and begin the journey towards completing your nursing education.

Pre-Application Advisory:

The attached nursing application packet contains the “**KCC Admissions Application/Checklist Form**” and **application instructions** for the **Practical Nursing (PRCN) Program** in the **Fall 2016 and Summer 2017**.

To ensure that your application is completed properly, thus enabling the KCC Nursing Department to consider your application, **please be sure to read and follow all of the instructions within the application packet.** If an error is made by you or if an item is left blank by you within your application, the KCC Nursing Department will not be responsible for correcting the error such that your application may be deemed incomplete or may not be reviewed accordingly.

If you are not currently enrolled within the University of Hawai'i (UH) System or if there is a semester break between your last semester of enrollment and your intended semester of enrollment for the nursing program, please be sure to also complete the on-line **UH System Application Form**. If you are currently enrolled within the UH System, you do not have to complete the UH System Application Form.

Starting in the Fall 2015 and every Fall semester thereafter, **students accepted into the Practical Nursing Program will complete their nursing program at the KCC Nursing Department's satellite site at Leeward Community College**. Students accepted into the Practical Nursing Program in the Summer term will complete their nursing program at the KCC Nursing Department's Diamond Head campus site.

Post-Application Advisory:

If you are applying to the nursing program in the Fall semester, the KCC Nursing Department will notify you of your application status by sending you a notification letter by late May. If you are applying to the nursing program in the Summer term, the KCC Nursing Department will notify you of your application status by sending you a notification letter by mid February.

Application Assistance:

If you need assistance with completing the nursing application, please visit with a Nursing Department Counselor/Advisor during the **walk-in advising period on Tuesdays at 9:00 a.m. to 12:00 p.m. and on Wednesdays at 1:00 p.m. to 4:00 p.m.** in the Kōpiko Building, Room 201.

Additional information on the KCC Certificate of Achievement in Practical Nursing Program is provided within the KCC website at **<http://www.kapiolani.hawaii.edu/academics/programs-of-study/practical-nursing-prcn-program/>**.



Aloha, Nursing Program Applicant!

Thank you for considering the **Certificate of Achievement in Practical Nursing Program** at **Kapi'olani Community College (KCC)** as you pursue a career in the nursing field and begin the journey towards completing your nursing education.

Academic Transcript Process:

If you've completed any of the PRCN prerequisite and co-requisite courses through coursework completed outside of the University of Hawai'i (UH) System, please be sure to complete the procedures below as part of your application to the PRCN program.

For college coursework completed outside of the UH System, please have official academic transcripts sent from your previous college (s) to the KCC Kekaulike Information and Service Center (KISC) by the application deadline. In addition, **please attach a student copy of all your college coursework (i.e., academic transcripts) to your PRCN application.** This will enable the KCC Nursing Department to expedite the review of your application.

ATI-TEAS Exam Process:

Please attach a student copy of your ATI-TEAS Version 5.0 Individual Performance Profile report to your nursing application regardless of whether or not you completed the ATI-TEAS exam at KCC or another institution/agency. This will enable the Nursing Department to expedite the review of your application.

If you did not complete the ATI-TEAS exam at Kapi'olani Community College, and for verification of your ATI-TEAS exam adjusted individual total score (or scaled score), please have an official ATI-TEAS Individual Performance Profile Report sent to the KCC Nursing Department by the application deadline.

MyPlan for the Nursing Program

On a separate sheet of paper, please describe how you will prepare for the nursing program by addressing each item below. At the top of the document, please use the title "MyPlan for the Nursing Program" and indicate your name. The MyPlan document should address how you will ensure the following:

- Approximately **25-30 hours of study time per week;**
- Financial resources** to pay for tuition/fees and books each semester;
- Reliable transportation** in preparation for your clinical practicum;
- Reliable child care** to adhere to program schedule;
- Reliable computer access** and proficient **computer skills;**
- Able to **take care of your health** to complete program requirements;
- Able to **balance commitments** to school, family and work.

Application Advisory: The MyPlan essay will not be scored or used to rank applicants, but will be used for informational purposes to determine the applicant's readiness for the rigors of the nursing program. There is no minimum or maximum words for the essay as each applicant may determine the length and quality of his/her essay. **Please attach your MyPlan essay to your application.**

Application Notification Requirement (via U.S. Postal Service): In order for your notification letter to be sent to you by mail, **you must attach a self-addressed, stamped envelope with your nursing program application.** The envelope (measuring 9 ½ inches by 4 inches) should have your current mailing address with the appropriate postage (e.g., USPS "Forever" stamp) on the envelope.

On the envelope, **the mailing address should be typed or handwritten with legible print.** The Nursing Department will not be responsible for notification letters that are delayed or not mailed accordingly by the U.S. Postal Service due to incorrect or illegible mailing addresses as printed on the envelope.

Application Assistance: Please be sure to complete the above application instructions. If the instructions are not completed, your application may be deemed incomplete or may not be reviewed accordingly. If you need assistance with completing the nursing application, please visit with a Nursing Department Counselor/Advisor during the **walk-in advising period on Tuesdays at 9:00 a.m. to 12:00 p.m. and on Wednesdays at 1:00 p.m. to 4:00 p.m.** in the Kōpiko Building, Room 201. For additional questions, please contact the Nursing Department at (808) 734-9305 or kapnurs@hawaii.edu.

Practical Nursing Program (CA-PRCN)
ADMISSIONS APPLICATION/CHECK LIST

Fall 2016 Application Period: February 1, 2016 – April 15, 2016
Summer 2017 Application Period: October 1, 2016 – December 15, 2016

Pick Up and Submit Applications at:

KCC Nursing Department
Kōpiko Building, Room 201
4303 Diamond Head Road
Honolulu, HI 96816

For More Information:

KCC Nursing Department
Tel: (808) 734-9305;
E-Mail: kapnurs@hawaii.edu

Application Advisory: Applications may be **hand-delivered or mailed in** to the KCC Nursing Dept. Application will not be accepted via fax or e-mail.

Directions: Please complete each item carefully and submit this Admissions Application/Check List (pages 1-2) and all required documents to the KCC Nursing Department by the application deadline. Additional information on the application and acceptance process is provided on the attached pages 3-8. **If pages 1-2 of the application are not completed in its entirety, the application will be deemed incomplete and will NOT be processed or considered by the Nursing Department.**

APPLICANT INFORMATION Indicate Application Term (and Year): Fall _____ Summer _____

Name: _____ **UH ID# or Username:** _____
(Last Name, First Name and M.I.)

Mailing Address: _____
(Street Address) (City) (State) (Zip Code)

Phone: Home: _____ Cell: _____ Work: _____

Email Address: _____

List other name(s) used on documents: _____
(Notify the KCC Kekaulike Information & Service Center regarding other names used on college documents.)

Current Home Institution Designation for Continuing Students: If you are currently attending an institution within the University of Hawai'i System, please indicate your current home institution. **(Choose Only One)**

- Kapi'olani CC Hawai'i CC Leeward CC Windward CC UH-West O'ahu
 Honolulu CC Kaua'i CC Maui CC UH-Hilo UH-Mānoa

New Home Institution Designation for All Applicants: (Choose Only One)

I request that my major and home institution be changed to Kapi'olani Community College ONLY if I am accepted to the Practical Nursing program.

I request that my home institution be changed to Kapi'olani Community College and my major be _____, if I am NOT accepted to the Practical Nursing program. *(All health sciences and nursing programs are selective admissions programs. If a health science or nursing program is listed above, your major will be unclassified.)*

APPLICANT CERTIFICATION: I certify that the answers and responses provided for all of the items on this Admissions Application/Check List (on pages 1 and 2) are true to the best of my knowledge and belief. I understand that providing incorrect or false information will subject me to the requirements and/or discipline measures as provided under the University's Student Conduct Code. I understand that if I am not accepted into the program of application, I must submit a new application and all required documents for any subsequent semester. I also allow KISC to change my major and home institution if I am not accepted into the Practical Nursing program. **I have read and agree to abide by the application policies within pages 3-6.**

Date: _____ **Signature:** _____

For Office Use Only (Application Attachments):

- ATI Profile Report STAR Report MyPlan SASE
 Academic transcripts: _____
 Nurse Aide work experience/training verification
 Medical terminology course verification
 Other: _____

Date Stamp Here

APPLICANT NAME: _____ **UH ID# or Username:** _____
 (Last Name, First Name and M.I.)

- 1. UH SYSTEM APPLICATION FORM for New, Returning & Transfer Student.** Completion Date: _____
- 2. ATI Test of Essential Academic Skills (ATI-TEAS) Version 5.0 Exam Score** (to be verified by the KCC Nursing Department)
Exam Date: _____ **Exam Adjusted Indiv. Total Score** (or equivalent scaled score): _____ **Exam Site:** _____
 (Note: Please attach a copy of your ATI-TEAS Individual Performance Profile form to verify your score.)
- 3. PREREQUISITE and CO-REQUISITE COURSES:** To affirm that you've completed the prerequisite and/or co-requisite courses, please complete the chart below indicating the courses that you completed within and/or outside of the UH System.

Time Limit	PREREQUISITE Courses	Course Credits	Course Grade	Equivalent Course (if applicable)	Where Completed (i.e., School Name)	When Completed		
						Term	Year	
none	ENG 100					O Fall	O Spring	O Summer
none	FAMR 230					O Fall	O Spring	O Summer
none	MATH 100 or higher					O Fall	O Spring	O Summer
5 yrs	ZOOL 141					O Fall	O Spring	O Summer

Time Limit	CO-REQUISITE Courses	Course Credits	Course Grade	Equivalent Course (if applicable)	Where Completed (i.e., School Name)	When Completed		
						Term	Year	
5 yrs	ZOOL 142					O Fall	O Spring	O Summer
5 yrs	PHRM 110 or higher					O Fall	O Spring	O Summer

- 4. ACADEMIC TRANSCRIPTS:** For applicants who have completed courses within the UH System, **please attach a copy of your STAR academic transcripts.** For applicants who have completed courses outside of the UH System, **please attach a copy of your transcripts to verify course completion.** After completing the chart above, **please highlight all courses listed above within your academic transcripts using a yellow highlighting pen.** (See page 3 for instructions.)
- 5. COLLEGE TRANSCRIPTS for courses completed outside of the University of Hawai'i System:** Official transcript(s) must be sent to the KCC Kekaulike Information and Service Center (KISC) by the application deadline. Using the space below, indicate prior institution(s) attended outside of the UH System and when transcripts were requested.
 • Institution(s): _____ Transcript Request Date: _____

6. VERIFICATION OF NURSE AIDE COURSE COMPLETION AND/OR NURSE AIDE WORK EXPERIENCE
 (See page 4 for additional instructions)

A) Completion of a State-Approved Nurse Aide Course (Credit or Non-Credit)

- Course Title: _____
- Course Completion Date: _____ (e.g., Fall 2015)
- Institution Name (where course completed): _____

(Note: Please attach a copy of certificate or academic transcripts confirming your completion of the above course, if the course was offered outside of the University of Hawai'i System. Letter from the institution may substitute for the certificate or transcript.)

B) Letter from employer verifying nurse aide work experience within the past three years. **Note:** The letter may be attached to this application or submitted to the KCC Nursing Department in the Kōpiko Building, Room 201, 4303 Diamond Head Road, Honolulu, HI 96816.

7. VERIFICATION OF MEDICAL TERMINOLOGY (Credit or Non-credit; 15-hours minimum) (*)

- Course Title: _____
- Course Date: _____ (e.g., Fall 2015)
- Institution: _____

(*) Please attach a copy of certificate or academic transcripts confirming your **completion of the above medical terminology course**, if the course was offered outside of the UH System. If the course was offered as a non-credit course within the UH System, please attach a copy of the course completion certificate to your application. (See page 4 for additional instructions.)

8. MY PLAN FOR THE NURSING PROGRAM: After completing the MyPlan essay, please attach your essay to your application. See page 4 for additional instructions.

For Nursing Department Use Only:

- No ATI Exam Score KCC Cum.GPR <2.0 (____) Did Not Complete Prerequisites: _____
- ATI Exam Score <65% No College Transcripts Prerequisite Courses Expired No Med Term Course NA WorkExp/Trng (Y / N)
- ATI Exam Score Expired No highlighted STAR Transcript Tuition Status: Res./ Non-Res. Gender: M / F **Qualified/ Not Qualified**

EXPLANATION FOR ADMISSIONS CHECK LIST (page 2)–Practical Nursing Program (CA-PRCN)

Item 1 University of Hawai‘i System Application Form (UH SAF)

If you are new, transferring or returning to Kapi‘olani Community College, you must complete the UH System Application Form. Indicate your major as: **Practical Nursing – Certif. of Achievement.**

NOTE: Students withdrawing from Kapi‘olani Community College on or after the first day of instruction of the Fall semester may reapply for the program as a continuing student for Spring by indicating on the withdrawal form that they intend to reapply. They may also register for non-nursing courses as a continuing student. Students who do not indicate their intent to return or who withdraw in the Spring semester will be required to apply for readmission by submitting the UH SAF to the KCC Kekaulike Information and Service Center (KISC) by the required application deadline. Students who apply for entry and do not enroll (in non-nursing courses) in the previous semester (i.e. taking a break for one semester) will be required to submit the UH SAF to the KISC by the required deadline. All students who withdraw from college are subject to the program requirements in effect at the time of re-entry.

Item 2 Assessment Technology Institute – Test of Essential Academic Skills (ATI-TEAS) Version 5.0 Exam Score

- a. An official copy of your ATI-TEAS exam **adjusted individual total score** (or equivalent scaled score) must be filed with the KCC Nursing Department by the application deadline. In the interim, **please attach a copy of your ATI-TEAS Individual Performance Profile report with your nursing application.**
- b. The minimum acceptable percentile score is 65 (or equivalent scaled score) and the score remains current for 3 years. Applicants may retake the exam every three (3) months. *Effective October 1, 2013, an adjusted individual total score of 60% or higher (or equivalent scaled score or higher) will be considered for admission as part of a pilot study to be conducted by the KCC Nursing Department.*

Item 3 Prerequisite and Co-requisite Courses

Completion of Prerequisite Courses:

- a. All prerequisite courses must be completed by the deadline of that application period.
- b. Submit official transcripts from outside of the University of Hawai‘i System to the KCC Kekaulike Information and Service Center by the application deadline. Courses that have already been evaluated and transferred into the UH System may be verified via the UH System Transfer Database: <http://www.hawaii.edu/transferdatabase/>
- c. All courses must be completed with a grade of “C” or higher
- d. **Zoology and pharmacology courses must be current within the last 5 years.** No time limit is applied for all other non-science courses.
- e. Courses must be taken on an “A-F” grade basis except for credit-by-examination for which a “CR may be accepted. Pass/Fail is accepted only if the institution uses Pass/Fail exclusively for their grading system. Courses with no letter grade will be assigned a “C” grade for admissions and ranking purposes, depending on the institution’s grading system which describes the grade equivalent for pass/fail.
- f. Students with less than a 2.5 cumulative grade point ratio (GPR) for pre-requisite courses and co-requisite courses are not considered for admission.

Completion of Co-requisite/Support Courses:

Co-requisite/support courses may be completed before applying to the program or after being accepted into the PRCN program. The same policies as referenced above in Item 3 b-f (for prerequisite courses) will apply to the co-requisite/support courses.

Item 4 STAR Academic Transcript: To access and print out your STAR academic transcripts, please follow the steps below.

- a. Access your **MyUH Portal** at <https://myuhportal.hawaii.edu/cp/home/displaylogin> (and enter your username and password);
- b. Click to “**STAR Degree Check/View Transcript**” (located within the left-side column);
- c. Click to “**Transcript**” Tab (located at the top);
- d. When “Choosing Type of Transcript You Would Like,” select “**All Campuses and Degree Levels**” (from pull-down menu).
- e. Click to “**Combination Transcripts By Semester**” located at the bottom of the page;
- f. After accessing your STAR transcript, **click the “Print” button** (located next to the “PDF” button) to print out your transcript;
- g. After downloading a hard copy of your STAR transcript, please **use yellow highlighting pen to delineate PRCN prerequisite and co-requisite courses completed.**
- h. Previously evaluated transfer credits will be situated in the “Transfer Report” section (at the bottom of the STAR transcript)..
- i. **If you are not able to print out your STAR academic transcript** (after being out of the UH System for over a year), please contact the Nursing Department counselors for assistance with downloading a copy of your STAR academic transcripts.

Item 5 College Transcripts and Transfer Credit Evaluation

- a. For required courses completed at a campus outside of the UH System, **you must also have official transcripts sent directly to the KCC Kekaulike Information and Service Center (KISC) by the application deadline;** after which, if you are accepted into the nursing program, you must submit a Transcript Evaluation Request form to the KISC in order to have these courses formally evaluated. To be considered for transfer, a course description must accompany each course taken outside of the UH system.
- b. For required courses completed outside the UH System and which were evaluated by UH System schools (other than Kapi‘olani Community College), these courses will also need to be evaluated by the KISC.
- c. For required courses completed at a campus within the UH System, you do not have to have transcripts sent to the KISC nor will you need to complete a Transcript Evaluation Request Form, since course credits completed within the UH System will automatically be evaluated and transferred accordingly.
- d. The transcript evaluation process is required after acceptance into the KCC PRCN Program, but is not required as part of the application to the KCC PRCN Program.

Item 6 Completion of Nurse Aide Course and/or Nurse Aide Work Experience

- a. *If using a Nurse Aide course to fulfill the nurse aide requirement*, the nurse aide course must be completed via a state-approved course within the past three years of application with verification provided via a copy of a course completion certificate or academic transcripts or letter from the institution, if the course was offered outside of the UH System. **Please complete Item 6.A. on page 2 within the application form.**
- b. *If using the Nurse Aide work experience to fulfill the nurse aide requirement*, the nurse aide work experience must be completed within a state Department of Health/ Medicare-approved facility within the past three years of application after completing a formal nurse aide course. The nurse aide work experience must be verified via a letter from employer. The letter must be attached to the application or mailed directly to the KCC Nursing Department. If using the Nurse Aide work experience to fulfill the nurse aide requirement, there is no time limit for when the nurse aide course was completed, but please provide a copy of a course completion certificate or academic transcript or letter from the institution, if the course was offered outside of the UH System. **Please complete Items 6.A and 6.B on page 2 within the application form.**

Item 7 Completion of Medical Terminology Course

Medical terminology course must include fifteen (15) hours of training and be verified via a copy of a course completion certificate or academic transcript or letter from the institution, if the course was offered outside of the University of Hawai'i System. Medical terminology course requirement must be verified via a copy of a course completion certificate or letter from the institution, if the course was offered as a non-credit course within the University of Hawai'i System.

Item 8 MyPlan for the Nursing Program:

On a separate sheet of paper, please describe how you will prepare for the rigors of the nursing program. At the top of the document, please use the title "MyPlan for the Nursing Program" and indicate your name. The MyPlan document should address how you will ensure the following: **25-30 hours of study per week**; **financial resources** to pay for tuition/fees/books; **reliable transportation** for clinical practicum; **reliable child care**; **reliable computer access** and **proficient computer skills**; ability to **take care of health** to complete program requirements; and ability to **balance commitments to school, family and work**.

Application Advisory: The MyPlan essay will not be scored or used to rank applicants, but will be used for informational purposes to determine the applicant's readiness for the rigors of the nursing program. There is no minimum or maximum words for the essay as each applicant may determine the length and quality of his/her essay. **Please attach your MyPlan essay to your application.**

EXPLANATION FOR ACCEPTANCE – Practical Nursing Program (CA-PRCN)

A. Minimum Requirements for Acceptance

1. All of the pre-requisite courses and completed co-requisite courses must be completed with a "C" grade or higher within the time limitations.
2. A cumulative grade point ratio (GPR) of 2.5 for pre-requisite and co-requisite support courses taken is required. Note: GPR's are not rounded.
3. Students with a GPR of less than 2.0 at Kapi'olani Community College cannot apply for any of the nursing programs until they have a cumulative GPR of 2.0 or higher at Kapi'olani Community College.
4. The ATI-Test of Essential Academic Skills Version 5.0 exam must have an adjusted individual total score of 65 or higher (or equivalent scaled score or higher) and be taken within the last 3 years. *Effective October 1, 2013, an adjusted individual total score of 60% or higher (or equivalent scaled score or higher) will be considered for admission as part of a pilot study to be conducted by the KCC Nursing Dept.*
5. All courses transferred to Kapi'olani Community College that have a credit/no credit or pass/fail will be given a grade of "C" for ranking purposes when applying to the nursing program.

B. Acceptance Criteria

1. All applicants who have met the minimum requirements are considered for acceptance on a best qualified basis. Applicants are ranked on a point scale based on the following criteria:
 - a. ATI-Test of Essential Academic Skills (ATI-TEAS) exam adjusted individual total score (or equivalent scaled score);
 - b. Grade point ratio (GPR) for completed pre-requisite and co-requisite support courses;
 - c. Co-requisite/support courses completed by application deadline.
2. Applicants are notified of their application status by mail.

C. Post-Acceptance Requirements

1. **Health Requirements for Accepted Students:** Accepted students will be required to complete a series of health-related requirements and forms as part of their enrollment in the nursing program. More information may be found within the "Nursing Health Requirements" webpage on the KCC website. The health requirements include:
 - a. Current certificate for **CPR** for Health Care Providers
 - b. Two-step **tuberculosis clearance** (card or physician's report) within the past 12 months.
 - c. **Tetanus** vaccination within the past 10 years.
 - d. Positive **Rubella** titer blood test.
 - e. Positive **Measles** titer blood test.
 - f. Positive **Varicella** (chicken pox) titer blood test.
 - g. Positive **Mumps** titer blood test.
 - h. Positive **Hepatitis B** titer (HbsAb) with signed consent form or 3 Hepatitis immunizations with signed consent form.
 - i. **Physical examination** completed by primary care provider confirming health status and ability to fulfill the technical standards for the nursing program (as described on page 6).
 - j. Verification of personal **health insurance**.

2. **Purchase of Medical Malpractice Liability Insurance:** Accepted students will purchase the KCC medical malpractice liability insurance when they register for their nursing courses and pay for their tuition and related fees.
3. **Criminal Background Check for Accepted Students:** Criminal background check and urine drug screening to be completed via or for the clinical facility. See “Health Care Student Notification” on page 5.
4. **Nurse Aide Skills Check Off:** Accepted students will be required to complete a nurse aide skills check off prior to starting the Practical Nursing Program. The nurse aide skills check off will be completed in April prior to starting the practical nursing program in May; and in July prior to starting the practical nursing program in August. The nurse aide skills listed below will be assessed for each accepted student. An accepted student must successfully complete each nurse aide skill before being able to start the practical nursing program.
 - a. Handwashing;
 - b. Proper use of restraints;
 - c. Positioning;
 - d. Transfer and Ambulation;
 - e. Range of Motion;
 - f. Personal Care Skills, i.e., bedmaking (occupied/unoccupied), oral care, bed bath & skin care (e.g., back rub);
 - g. Vital Signs (TPR)
 - h. Vital Signs (Blood Pressure)
 - i. Incontinent Care
 - j. Intake and Output (measure and record)
 - k. Care of resident with tubes (foley catheter care)

HEALTH CARE STUDENT NOTIFICATION

Due to the complex nature of the health care industry, the University-affiliated health care facilities have implemented various rules, policies and procedures that must be met and adhered to by nursing students at Kapi‘olani Community College. As such, nursing students are required to complete University-prescribed requirements that involve clinical practice in a University-affiliated health care facility with no substitution allowed. In addition, it is the responsibility of the student to satisfactorily complete affiliated health care facility criminal background checks and drug testing requirements in accordance with procedures and time lines as prescribed by the affiliated health care facility. If a clinical facility does not give permission for a KCC nursing student to complete his/her clinical practicum in the facility, the nursing student will not be allowed to continue with their clinical assignment and the nursing course. Furthermore, the Nursing Department at Kapi‘olani Community College is not obligated to find an alternative clinical placement for the student. Failure of a student to complete the prescribed clinical practice shall be deemed as not satisfying academic program requirements, such that the student will be required to withdraw from the nursing program.

KCC NURSING PROGRAM CAREER LADDER

After completing the KCC Practical Nursing program and obtaining a practical nursing licensure, students will have an opportunity to apply to the KCC Associate in Science Degree/Transition for Licensed Practical Nurses Program (aka LPN-RN Transition Program) in order to pursue training and licensure as a registered nurse. After completing the Transition Program, students will have an opportunity to apply for and complete the NCLEX-RN exam via the Hawai‘i State Board of Nursing.

SELECTION PROCESS

Selection is made on a BEST QUALIFIED, FIRST ACCEPTED basis. Applicants with the highest scores will be admitted into the PRCN program. All qualified applicants will be ranked for admissions based on combined scores of the three areas below. In the event that several students achieve the same ranking, admission will be determined anonymously by random selection.

- ATI-TEAS Version 5.0 Exam adjusted individual total score (or equivalent scaled score);
- Grade point ratio (GPR) for prerequisite general education courses;
- Number of and grade point ratio (GPR) for co-requisite/support courses.

Applicants with a cumulative grade point ratio (GPR) below 2.0 (who are on probation/suspension at Kapi‘olani Community College) will not be considered for selection or admission to the program. Kapi‘olani Community College is a state-funded institution such that residents of the state of Hawai‘i receive selection priority before qualified non-residents (including non-resident, military exempt students). Applicants not accepted into the program must reapply and resubmit required information.

ALTERNATE CHOICES AND MULTIPLE APPLICATION POLICIES

The policies below apply to the nursing programs within Kapi‘olani Community College.

1. If you do not qualify or if you are not accepted into your first choice (nursing) program, and if you’ve applied for an alternate choice (nursing program), your application for your alternate choice (nursing program) will be processed accordingly.
2. Acceptance into another nursing program will be on a “first qualified, first accepted basis” (as with the Nurse Aide Program and Adult Residential Care Home Operator Program) or on a “best qualified, first accepted basis” (as with the ADN, LPN-RN Transition and Practical Nursing Program). If you are interested in another nursing program (as an alternate choice), your application to the alternate nursing program will be considered only until after your application for the initial nursing program is denied. Please contact the Nursing Department to obtain the application information for other nursing programs.
3. If you are accepted into and have started a nursing program at KCC, you must complete the first nursing program before entering a second nursing program at KCC. You will not be able to simultaneously withdraw from the first nursing program to enter a second nursing program at KCC.
4. Health Science Programs: For more information, please contact the KCC Health Science Department at 808.734.9224 or visit the KCC website at <http://www.kcc.hawaii.edu/page/programs> (and scroll to “Health Sciences”)

TECHNICAL STANDARDS

In order to familiarize yourself with the physical requirements for students entering a nursing program at Kapi‘olani Community College, please review the “Technical Standards for the Department of Nursing Program” as referenced below.

Kapi‘olani Community College Technical Standards for the Department of Nursing Program

Issue	Standard	Examples
hearing	Ability sufficient to monitor and assess health needs.	Converse with patients and health care professionals; auscultation of BP breath, heart and bowel sounds; respond to paging systems, bells, telephones, and equipment sounds.
mobility	Mobility and strength sufficient to support and move patients.	Support and transfer patients, move in and out of treatment areas. Reach equipment or parts of patient's body.
motor skills (fine & gross)	Perform multiple motor tasks simultaneously. Ability to lift, move, position, and transfer patients sufficient to provide safe and effective nursing care.	Maneuver and operate equipment, pushing/pulling/carrying, perform CPR.
tactile	Tactile ability sufficient for physical assessment.	Distinguish hot or cold skin temperature, pulse rate; feel anatomical landmarks. Distinguish textures, degree of firmness, temperature differences.
visual	Ability sufficient for observation and assessment necessary in nursing care. Have peripheral form depth perception and ability to distinguish shades of color	Describe patient's skin color, perform calibrations on syringes, administering medications, thermometers, reading and writing patient's charts/flow sheets/ monitors; interpret reagent tests, color of body fluids, changes in skin color.

Kapi'olani Community College Practical Nursing (PRCN) Program Course Sequence for New Students

Fall Admission Sequence (†)

Fall	NURS 101	Nursing Perspectives	1 cr.
	NURS 110	Therapeutic Communication/ Mental Health Nursing	2 cr.
	NURS 120	Fundamentals of Nursing	5 cr.
	+ PHRM 110	Basic Clinical Pharmacology	2 cr.
	+ ZOOL 142	Human Anatomy and Physiology II	3 cr.
Spring	NURS 122	Medical-Surgical Nursing	8 cr.
	NURS 128	Perinatal Nursing	2 cr.
Summer	NURS 126	Child Nursing	3 cr.
	NURS 130	Geriatric Nursing	6 cr.

Summer Admission Sequence (†)

Summer	NURS 101	Nursing Perspectives	1 cr.
	NURS 110	Therapeutic Communication/ Mental Health Nursing	2 cr.
	NURS 120	Fundamentals of Nursing	5 cr.
	+ PHRM 110	Basic Clinical Pharmacology	2 cr.
	+ ZOOL 142	Human Anatomy and Physiology II	3 cr.
Fall	NURS 122	Medical-Surgical Nursing	8 cr.
	NURS 128	Perinatal Nursing	2 cr.
Spring	NURS 126	Child Nursing	3 cr.
	NURS 130	Geriatric Nursing	6 cr.

+ SUPPORT COURSES (Non- Nursing courses) recommended for completion before entering the nursing program.

(†) Course sequence (by semester/term) is subject to change.

**Kapi'olani Community College – Certificate of Achievement in Practical Nursing (CA-PRCN)
 APPROXIMATE PROGRAM COST FOR PRCN STUDENT (RESIDENT)
 Fall 2016 – Summer 2017**

Semester (+)	Description	Nursing Only
<u>Nursing Course(s) and Credits</u>		
Fal 2016	Tuition (\$126/credit)	\$1,034
NURS 101 – Nursing Perspectives (1 cr)	Nursing Books	\$563 (est.)
NURS 110 – Therapeutic Communication/Mental Health (2 cr)	Liability Insurance	\$15
NURS 120 – Fundamentals of Nursing (5 cr)	Professional Fee	\$300
	ATI Testing	\$446 (est.)
	Health Insurance	\$3,465 (est.)
	Initial Health Costs	\$315
	Uniforms, shoes	\$315 (new)
<i>(stethoscope, hemostat, scissors, etc.)</i>	Instruments	\$225
	<u>Parking/Mileage</u>	<u>\$240</u>
	Total	\$6,918
Spring 2017	Tuition (\$126/credits) & Fees	\$1,290
NURS 122 – Medical-Surgical Nursing (8 cr)	Nursing Books	\$225 (est.)
NURS 128 – Perinatal Nursing (2 cr)	Professional Fee	\$300
	<u>Parking/Mileage</u>	<u>\$240</u>
	Total	\$2,055
Summer 2017	Tuition (\$126/credit)	\$1,134
NURS 126 – Child Nursing (3 cr)	Nursing Books	\$103(est.)
NURS 130 – Geriatric Nursing (6 cr)	Professional Fee	\$300
	Parking/Mileage	\$240
	<u>Graduation Cost</u>	<u>\$144</u>
	Total	\$1,921
PN License	NCLEX-PN Exam	\$203
	<u>LPN License</u>	<u>\$24</u>
	Total:	\$227
TOTAL ESTIMATED COST(*)		\$11,121

(*) Subject to change based on tuition increase, textbook costs, additional supply purchases, mandatory health insurance cost, transportation expenses, health updates, etc. Cost may also be subject to change depending on which term the course will be offered.

(+) Students are admitted in Fall and Summer (depending on program entry)

The chart reflects PRCN program costs for accepted students and does not indicate cost to complete the prerequisite courses, co-requisite courses and the fee for the ATI-TEAS exam.