

Washtenaw Community College  
Registered Nursing (APNURS)  
2014-2015 Academic Year – Application Valid Until: July 31, 2015  
**PROGRAM APPLICATION AND REQUIREMENTS CHECKLIST**

WCC Student ID: \_\_\_\_\_ Date: \_\_\_\_\_  
Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
\*Street Address: \_\_\_\_\_ Apt: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_  
Home Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ Work Phone: (\_\_\_\_) \_\_\_\_\_  
WCC Email/netID: \_\_\_\_\_ Other Email: \_\_\_\_\_

\*The contact information provided above MUST match WCC's records. You can confirm and/or change your contact information at any time by logging into your MyWCC account and clicking on "Personal Information". Your address MUST match your current "Basic" address on record. (Your "Mailing" address is NOT sufficient for residency verification.)

**\*\*\*\*\*ONLY COMPLETED APPLICATIONS WILL BE ACCEPTED\*\*\*\*\***

This program prepares students for the National Council Licensure Examination for Registered Nurses (NCLEX-RN) and for challenging and exciting jobs in all settings of health care, from the hospital to home care. Students will gain proficiency in technical aspects of nursing care, such as medication administration, treatments and procedures, and use of medical technology, and they will receive personal satisfaction from their ability to make a difference in someone's life and health. Students will also earn credits that transfer to area RN-BSN completion programs.

The Registered Nursing program has both a high number of interested and qualified applicants and a limited number of spaces. As such, this program moves students through a process of application, waitlist, and finally program admission which is determined by WCC's *Admission and Waitlist Process for High Demand Programs*. Approximately forty (40) students are admitted to the program every Fall and Winter semesters (80 per year).

**Articulation**

Eastern Michigan University, BSN degree;  
Kaplan University, BS degree;  
University of Michigan – Flint, BSN degree.

Copies can be obtained from the Counseling Office, a program advisor, or from the Curriculum and Assessment Office website: <http://www4.wccnet.edu/departments/curriculum/articulation.php?levelone=colleges>

**Important Information**

Admission requirements (including minimum grade and GPA requirements) are reviewed annually and may change over time. **Students are expected to meet the admission and program requirements for the catalog term in which they first begin the program. For this reason, we strongly encourage students to achieve the best grades and GPA possible. All grade and GPA requirements are based on a 4.0 GPA scale.**

**Transcripts**

If any admission and/or support courses were completed at another accredited college or university, **sealed official transcripts must be submitted with your application or received by our Records Office prior to submitting your application**. If submitting foreign college or university transcripts, they must be evaluated by ECE or WES before they can be submitted and evaluated for transfer credit. **Foreign high school transcripts will not be used for validation of requirement courses.**

For information regarding the submission of your official transcripts and/or for requesting an official evaluation of your transcripts for transfer credit, please review ***Procedure to Request Evaluation of Other College Transcripts*** on the following website: <http://www4.wccnet.edu/studentervices/otherservices/transferresources/credittowcc.php?choice=showall>.

Program applications may be submitted prior to the official evaluation of your other college/university transcript(s).

NOTE: If a course is not clearly stated on your transcript and/or the course cannot be determined an equivalent based on the course description, you must provide a course syllabus. **WCC is not responsible for your application being delayed due to lack of clarification.**

**Requirements & Checklist**

Please review the following checklist carefully. All requirements must be successfully met before your application will be considered complete. **If an incomplete application is submitted, it will be returned by mail.** *We suggest you keep copies of all documents submitted for your own records.*

1. I have read the ***Admission and Waitlist Process for High Demand Programs*** and I am aware of my priority level for when there are more qualified applicants than openings for an entering class. I have spoken with the Health and Second Tier Admissions Office or the Health Programs Counselor and **I have had all my questions and/or concerns regarding the waitlist process and expected wait time answered.**

Please review the ***Admission and Waitlist Process for High Demand Programs*** document that is posted on the following website: <http://www4.wccnet.edu/studentservices/studentconnection/admissions/>. This document explains WCC's waitlist process and priority level. **Also, this document explains in detail the following two-month application cycle's in which you can submit your completed application in:**

**August 1 to September 30  
October 1 to November 30**

**December 1 to January 31  
February 1 to March 31**

**April 1 to May 31  
June 1 to July 31**

2. I have been **accepted** or **readmitted** to WCC as a student. An admission application to the school can be submitted from the following web page: <https://www.wccnet.edu/academics/admissions/application/>. If you have questions, please contact the Admissions Office.

3. Admission Requirement Courses:

If two (2) or more courses are completed to meet the equivalent of one (1) of the required admission courses listed below, you **MUST** meet the minimum grade requirement in EACH course. **Grades will NOT be averaged.**

- a. **Academic Math Level 3\*, MTH 160 (Basic Statistics), MTH 167 (Math Applications for Health Sciences), MTH 169 (Intermediate Algebra), or any Academic Math Level 4 or higher level course with a minimum grade of C/2.0** (The following course/scores place you at level 3 if taken within expiration period\*: MTH 097 w/grade of C/2.0, ACT Math=21, SAT Math=500, or COMPASS Algebra=46): **(check one)**

- I met this requirement by successfully completing a course at WCC
- I met this requirement by successfully completing a course at \_\_\_\_\_ and I have included a sealed official transcript **or** I have confirmed that WCC has my official transcript on record.
- I have included a copy of my ACT, SAT, or COMPASS scores showing I have met one of the minimum scores listed above.

Please be aware that we will first look to see if you have established an Academic Math Level of 3 or higher. If you have less than an Academic Math Level of 3, we will look for completion of an acceptable math course which will be used in your Cumulative College GPA below.

NOTE: The program required math course in order to graduate from this program is MTH 167 (Math Applications for Health Sciences). **All students are required to successfully complete MTH 167 even if they have completed another math course for the purpose of meeting admission requirements.**

**\*Academic Math Levels of 1, 2, or 3 expire 12 months after the calculation date** (the date of COMPASS testing, the date that the student's WCC Math Level was established based on an outside assessment, or based on successful course completion). **If your current Academic Math Level is 1, 2, or 3, your Math Level will drop to 0 once expired.** You will still receive credit for successfully completed courses; your Academic Math Level is just used for future WCC course placement. If the courses in your program of study require a certain Academic Math Level, use the Math Level you've earned to take those courses before your Level expires. Once you start taking math or courses that use math, continue to take them, while your math skills are fresh! To view the expiration date of your Math Level, go to MyWCC and click on *Student Services, Student Records, then Test Scores/Academic Levels*. You may also refresh your math skills by doing some self-study work and then taking the COMPASS math assessment. Your new test score will be valid for 12 months from the date of testing. To study for the Math Level you want to achieve, go to [www.wccnet.edu/COMPASSprep](http://www.wccnet.edu/COMPASSprep) and explore the free online resources. **(If your current Math Level is 4, 5, 6, or 7, your Math Level will NOT expire.) We strongly encourage students to use their earned Academic Math Level of 3 to take the program's required math course prior to the level expiring.**

**b. HSC 101 (Healthcare Terminology) or HSC 124 (Medical Terminology) with a minimum grade of B-/2.7: (check one)**

- I met this requirement by successfully completing a course at WCC.  
 I met this requirement by successfully completing a course at \_\_\_\_\_ and I have included a sealed official transcript **or** I have confirmed that WCC has my official transcript on record.

• **Level I Prerequisites to enroll in HSC 101 or HSC 124: Academic Reading and Writing Levels of 6**

**c. BIO 111 (Anatomy & Physiology with Lab) with a minimum grade of B-/2.7: (check one)**

- I met this requirement by successfully completing a course at WCC.  
 I met this requirement by successfully completing a course at \_\_\_\_\_ and I have included a sealed official transcript **or** I have confirmed that WCC has my official transcript on record.

• **Level I Prerequisites to enroll in BIO 111: Academic Reading and Writing Levels of 6; high school chemistry or CEM 090 and high school biology or BIO 101 or BIO 102; minimum grade "C" in all BIO, CEM, and high school requirements**

**4. Current or expired Certified Nurse Aide (CNA) Certification in the State of Michigan, LPN, EMT-Basic, EMT-Intermediate, or Paramedics License: (check one)**

- I have included a copy of my current or expired State of Michigan CNA Certification Card. (Your certificate showing completion of a training program is NOT acceptable.)  
 I have included copies of my Clinical and Knowledge State Exam Results showing both sections were successfully passed.  
 I have included a copy of my current or expired LPN, EMT-Basic, EMT-Intermediate, or Paramedics License. (No other substitutions or exemptions will be made. A Medical Assistant Certification will not be accepted since it is not a State certified program.)

You must successfully complete a State approved training program before you will be eligible to apply to the State for your registration number in order to schedule and sit for the State certification examination. WCC's State approved training program is: **HSC 100 (Basic Nursing Assistant Skills)**. WCC is also an official CNA testing site.

**PROGRAM APPLICATION AND REQUIREMENTS CHECKLIST** continued for APNURS (2014-2015 Academic Year)

5. **Pass the ATI-TEAS® Version V (5.0) Test by achieving the following minimum scores: Reading = 70%; Mathematics = 60%; Science = 45%; English and Language Usage = 60%: (check one)**
- I completed the TEAS test at WCC on the following date(s): \_\_\_\_\_.  
I have included a copy of my TEAS test results or I have confirmed that WCC has my official transcript on record. (The Nursing Department will send your official transcript.)
- I completed the TEAS test at another testing location on the following date(s): \_\_\_\_\_.  
I have included a copy of my TEAS test results or I have confirmed that WCC has my official transcript on record. **(You MUST request to have your official transcript sent to WCC from ATI.)**

**If repeat TEAS test attempts are needed to meet the required scores, the highest subject score from each attempt will be applied towards the admission requirement. Students are allowed an unlimited number of attempts.**

The Test of Essential Academic Skills™ (TEAS®) is a standardized test measuring the four content areas listed above. For more information regarding what each sections covers, preparatory materials, pricing, creating an ATI account, sending official transcripts, dates and times the test is proctored on WCC's campus, and how to schedule the exam at WCC, please visiting the following website: <http://www4.wccnet.edu/departments/health/nursing/teas.php>.

6. **Cumulative College GPA of 2.7.** Only transcripts that provide an admission requirement course will be used in the calculation of the cumulative GPA. If a transcript is submitted for an admission requirement course, the total cumulative transcript GPA will be used in a weighted calculation of the cumulative GPA requirement.
7. I have included a completed **Program Application and Requirements Checklist** (this form) showing I have met all admission requirements.
8. I have included a signed **Communication Acknowledgement Form** and I have read and initialed each statement showing I understand them.
9. I have included a signed **Abilities Statement** declaring specific physical and cognitive abilities.
10. I have included a signed **Additional Information Form** and I have read and initialed each statement showing I understand them.
11. I have included a completed and signed **Information Release Authorization Form**.

As a courtesy, WCC will conduct your criminal background check using the Michigan State ICHAT system which has limitations that may cause false positive and false negative records to be received. If a false record is received or you believe that the record is a mistake or inaccurate, it will be your responsibility to clear the record which may accrue additional fees (see *Information Release Authorization Form*).

If required to clear your criminal background record, we will send you an email informing you of this and include a date by which you must show proof of a cleared record in order to maintain your status on the waitlist or to be eligible to start the program. **If verification of a cleared record is not submitted by this date, your application will be closed.**

12. I have included a copy of the front and back of my **Driver's License, State ID Card, or Passport to Verify my Residency Status for the program.**

Residency status is based on a current and valid Driver's License, State ID Card, or Passport. For information regarding WCC's policies and procedures regarding residency and on making a change to your residency status, please visit the following website: <http://www4.wccnet.edu/student-services/student-connection/residency/index.php>.

**PROGRAM APPLICATION AND REQUIREMENTS CHECKLIST** continued for APNURS (2014-2015 Academic Year)

**Support Courses**

The courses listed below are support courses to the program and may be taken prior to starting the program. If you have completed any of these courses with a minimum grade of C/2.0 at WCC or from a transferring college/university, please indicate this below.

**Semester 1 Courses:**

|  | <b>WCC</b>               | <b>Transfer</b>          |
|--|--------------------------|--------------------------|
| Composition I (ENG 111) .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| Speech/Communication (COM 101, COM 102, or COM 200) – only <b>one</b> is required..... | <input type="checkbox"/> | <input type="checkbox"/> |
| Math Applications for Health Sciences (MTH 167) .....                                  | <input type="checkbox"/> | <input type="checkbox"/> |
| Hospital Microbiology (BIO 147) or Microbiology (BIO 237) .....                        | <input type="checkbox"/> | <input type="checkbox"/> |
| Pathophysiology (BIO 212) .....  | <input type="checkbox"/> | <input type="checkbox"/> |

**Semesters 2-5 Courses:**

|   |                          |                          |
|---|--------------------------|--------------------------|
| Growth and Development (HSC 147) .....                  | <input type="checkbox"/> | <input type="checkbox"/> |
| General and Therapeutic Nutrition (HSC 138) .....       | <input type="checkbox"/> | <input type="checkbox"/> |
| Introduction to Psychology (PSY 100) .....              | <input type="checkbox"/> | <input type="checkbox"/> |
| Ethical and Legal Issues in Health Care (PHL 244) ..... | <input type="checkbox"/> | <input type="checkbox"/> |

**Entrance Requirements**

- Undergo a current criminal background check prior to starting the program. Failure to receive an acceptable background check at any time will result in dismissal from the program.
- Mandatory attendance at the new student orientation session upon acceptance into the program.
- Completion and submission of health requirements and medical insurance coverage that will be discussed at the mandatory orientation session by the required deadline.

**Continuing Eligibility Requirements**

- Students are required to adhere to rules of the Nursing Code of Ethics published in the Nursing Program Student Handbook.
- Students are required to have additional criminal background checks and/or fingerprinting prior to the start of a clinical sequence as requested by specific clinical facilities. Failure to receive an acceptable criminal background/fingerprinting check at any time, will result in dismissal from the program.
- Students should be aware that the Michigan Board of Nursing may deny a license to an applicant who has been convicted of a crime or is addicted to drugs or alcohol.
- Students will be required to purchase special uniforms and supplies throughout the duration of the program.
- Students are required to submit health records annually while in the program between May 1 and July 25.

**Program applications can be mailed to the address below or submitted to the Admissions Office located on the 2<sup>nd</sup> floor of the Student Center Building (SC 203).**

Health and Second Tier Admissions Office  
 Washtenaw Community College  
 4800 E Huron River Dr  
 Ann Arbor, MI 48103

**I have successfully completed all of the above admission requirements.**

**Printed Name:** \_\_\_\_\_

**Student ID:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**NOTE: Admission and program requirements are reviewed annually and subject to change. Students are expected to meet the admission and program requirements for the catalog term in which they FIRST BEGIN the program.**

Washtenaw Community College  
Registered Nursing (APNURS)  
2014-2015 Academic Year  
**COMMUNICATION ACKNOWLEDGEMENT FORM**

WCC sends **all communications** regarding a student's Health and Second Tier Admissions Application Status, beginning with the application process through the admission process, directly to the WCC student email address **ONLY**. Therefore, it is extremely important that students check their WCC student email on a regular basis so they do not jeopardize their status. This form must be completed to confirm acknowledgement of this information.

Please **carefully read the statements below and initial EACH ONE** to confirm you understand and acknowledge:

- \_\_\_\_\_ 1. I understand that from this point on, all future communication regarding my status will be sent directly to my **WCC student email address ONLY**.
- \_\_\_\_\_ 2. I agree to check my student email on a regular basis and review all information sent by the Health and Second Tier Admissions Office so I do not jeopardize my status.
- \_\_\_\_\_ 3. I understand that even though all communication will be sent to my student email address, WCC will occasionally send communications by standard mail for confirmation that I am maintaining a valid and current address on record.
- \_\_\_\_\_ 4. I understand that if my address on record is inactivated due to returned mail by the Post Office, WCC will inform me through my student email and I will be given a deadline by which I must update my address by in order to maintain my status.
- \_\_\_\_\_ 5. I understand that if WCC is unable to contact me regarding my status and/or I fail to call/respond to any contacts made by the Health and Second Tier Admissions Office regarding my status, **my application will be closed**.
- \_\_\_\_\_ 6. I agree to keep all my contact information updated and current in the College system (including addresses, emails, and phone numbers). I understand that my contact information can be updated at any time through MyWCC by clicking on *Personal Information*. Or, I may update this information at the Student Connection Center located on the 2<sup>nd</sup> floor of the Student Center Building or by calling (734) 973-3543.

**I have read, understand, and initialed all of the above statements.**

**Printed Name:** \_\_\_\_\_ **Student ID:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Washtenaw Community College  
Registered Nursing (APNURS)  
2014-2015 Academic Year – Valid Until: July 31, 2015  
**ADDITIONAL INFORMATION FORM**

Please carefully read the statements below and initial each one to show you understand them:

\_\_\_ 1. **Necessary Screenings:**

- \_\_\_ a. All students must agree to an initial criminal background check in order to complete their application and a second check before entering the program. If a conviction is found (see *Information Release Authorization Form*), the student will **not be admitted** to the program.
- \_\_\_ i. If a conviction is found as stated on the *Information Release Authorization Form*, the student will **not be admitted** to the program.
- \_\_\_ ii. If another conviction is found that is NOT stated on the *Information Release Authorization Form*, the student will be admitted to the program. However, if the student is refused placement by a clinical facility, he/she may not be eligible to continue in the program at WCC and will be dismissed from the program.
- \_\_\_ b. As a **courtesy**, WCC will conduct your initial and second background checks using the Michigan State ICHAT system which has limitations that may cause false positive or false negative records to be received. Please be aware, that if a false record is received or you believe that the record is a mistake or inaccurate, it will be **your responsibility** to clear the record which may accrue additional fees (see *Information Release Authorization Form*).
- \_\_\_ c. Please be aware, that the department has contracts with many facilities and some require additional screening, i.e.: fingerprinting, urine dip screens, and additional background checks which may accrue additional fees to the student.

\_\_\_ 2. **Emails and Mailings:**

- \_\_\_ a. **All communications will be sent to your WCC student email for the duration of your application status.** It is extremely important and your responsibility to check your WCC student email on a regular basis. We assume that any information sent to your WCC student email has been received.
- \_\_\_ b. An initial confirmation email will be sent to inform the student we have received their completed application approximately 1-2 weeks following the end of the admission cycle in which the student submitted their application in.
- \_\_\_ c. **Admission and program requirements (including minimum grade and GPA requirements) are reviewed annually and may change over time. Students are expected to meet all new requirements for the catalog term in which they first BEGIN the program.** For this reason, we strongly encourage students to achieve the best grades and GPA possible. If changes are made to the program curriculum or admission requirements, an email will be sent informing you of these changes and you will be given a deadline to meet all new requirements by or **your application will be closed.**
- \_\_\_ d. If you are required to clear your criminal background record or sign a form in regards to your record, an email will be sent informing you of this. You must have your record cleared or signed form submitted by the specified deadline or **your application will be closed.**

- \_\_\_ e. Still Interested emails are sent occasionally to students on the waitlist. If you receive this email and would like to remain on the waitlist, you must submit the included *Still Interested Form* by the specified deadline or we will assume you are no longer interested in the program and **your application will be closed**.
- \_\_\_ f. Residency verification emails are sent to all students who could potentially be considered for admission or alternate candidate status for an entry term approximately 7-8 months prior to the start of that term to verify residency status. If you receive this email and would like your name to remain on the waitlist, you must submit the included *Residency Verification Form* and supporting documentation by the specified deadline or **your application will be closed**.
- \_\_\_ g. Official acceptance and alternate candidate letters are sent approximately 6 months prior to an entry term by standard mail and email.

\_\_\_ 3. **Additional ways in which your application can be closed:**

- \_\_\_ a. **It is your responsibility to keep your contact information CURRENT.** If we do not have an active address on record for you and we are unable to contact you, **your application will be closed**. To view or make changes to your contact information, please login to your MyWCC account and click on *Personal Information* or contact the Student Connection Center located on the second floor of the Student Center Building.
  - \_\_\_ b. Students who are admitted to the program will be required to attend a mandatory orientation session. The date, time, and location of this orientation along with other requirements (including health) will be provided in your official acceptance letter. If you do not attend the mandatory orientation session and you have not contacted and made other arrangements with the department prior to orientation, **your application will be closed**.
- \_\_\_ 4. You must maintain a minimum cumulative college GPA of 2.7 while on the waitlist in order to be eligible to begin the program. If you are admitted to the program and you do not meet the cumulative GPA requirement, you will be required to take your deferment option in order to raise your GPA. If your GPA has NOT been raised to the minimum requirement by the semester you deferred your admission to, **your application will be closed**.
  - \_\_\_ 5. All officially admitted students are given the one (1) time only option to defer their admission to the program up to one (1) year. In order to take this option, you will be required to submit the *Deferment Form* (provided to you at time of acceptance) by the specified deadline as stated in your official acceptance letter and you are required to maintain your residency status. If you do not take your deferment option by this deadline and you choose not to continue in the program, **your application will be closed**.
  - \_\_\_ 6. If you receive an alternate candidate letter, you will be provided with the same information as an admitted student and expected to meet all the same requirements in order to be eligible to move to admitted status if a seat becomes available in the program. Approximately, 15-20 students are given alternate candidate status each entry term. (Alternate candidates are NOT eligible for the deferment option unless they have received official notice of their acceptance in the program.)
  - \_\_\_ 7. If we exhaust our alternate candidate list for an entry term and need to fill seats in the program, please be aware that if you have a low waitlist number you may be called for acceptance into the program at the last minute.
  - \_\_\_ 8. If your application has been closed for any of the reasons mentioned above and you would like to reapply to the program, you must meet all current admission requirements and submit a new program application before your name will be ordered onto the bottom of the waitlist in your residency category.



- \_\_\_ 9. You have read the ***Admission and Waitlist Process for High Demand Programs*** and you are aware of your priority level for when there are more qualified applicants than openings for an entering class. **You have spoken with the Health and Second Tier Admissions Office or the Health Programs Counselor and have had all your questions and/or concerns regarding the waitlist process and expected wait time answered.**

Please review the ***Admission and Waitlist Process for High Demand Programs*** document that is posted on the following website: <http://www4.wccnet.edu/student-services/student-connection/admissions/>.

- \_\_\_ 10. Your program application status can be viewed online through your MyWCC account by clicking on *Student Services* and then *Health and Second Tier Admission Application Status* approximately 1 week after the submission of your application. You can view your waitlist number online approximately 1-2 weeks after the application cycle deadline in which you submitted your completed application.

- \_\_\_ 11. **Your waitlist number will fluctuate up and down (increase and decrease) due to you and other waitlisted students making changes to their residency status, closing their application, or taking their deferment option once admitted to the program.**

\_\_\_ a. **Your waitlist number can INCREASE or DECREASE depending on the residency status of you and/or other students on the waitlist:** If your residency status has changed, your waitlist number will too. All students on the waitlist will see an increase or decrease in their waitlist number depending on the residency change that was made and the position on the waitlist of this student with the change. These changes could have been made by the student or the college. It is suggested that you check your residency status online through your MyWCC account on a regular basis to be sure your status is accurate.

\_\_\_ b. **Your waitlist number may DECREASE if another student on the list has chosen to close their application:** If a student's application is closed, the applicant will be removed from the waitlist which means students on the waitlist MAY see a decrease in their waitlist number depending on the student's current position on the waitlist.

\_\_\_ c. **Your waitlist number will DECREASE and then INCREASE due to the Deferment Process in our database:** Once a student is officially admitted to the program, they are no longer reflected in the current waitlist numbers which means all remaining students on the waitlist will see a decrease in their waitlist number. When an admitted student chooses to take their deferment option and is replaced by an alternate candidate, all students will initially see a decrease in their waitlist number. However, when the deferred student is moved back onto the waitlist to be included in the admission process for the next entry term, all students currently on the waitlist will again see an increase in their waitlist number.

\_\_\_ d. **Your waitlist number will DECREASE after we have admitted a class:** Student's with a Washtenaw County residency status should see their waitlist number decrease by approximately forty (40) students each entry term.

**I have read and initialed all statements listed above showing I understand them.**

**Printed Name:** \_\_\_\_\_

**Student ID:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Washtenaw Community College  
Registered Nursing (APNURS)  
2014-2015 Academic Year –Valid Until: July 31, 2015  
**ABILITIES STATEMENT**

Admission into the Registered Nursing program is contingent upon students declaring that they have specific physical and cognitive abilities. These requirements are detailed below. WCC reserves the right to request that students successfully demonstrate the specific physical and cognitive abilities related to the Nursing Program.

**Abilities Necessary for Attainment of Core Competencies in the Nursing Program**

The student MUST be able to:

1. Speak clearly in order to communicate with patients, families, health care team members, peers, and faculty.
2. Stand and walk for six (6) to ten (10) hours per day.
3. Bend, squat, and kneel.
4. Possess sufficient strength to push/pull objects more than fifty (50) pounds and to transfer objects of more than one-hundred (100) pounds.
5. Perform CPR, i.e. move above patient to compress chest and manually ventilate patient.
6. Work with arms fully extended overhead.
7. Possess manual dexterity, i.e. use hands for grasping, pushing, pulling, and other fine motor manipulation, including legible writing and typing.
8. Demonstrate eye-hand coordination and arm-hand steadiness for manipulation of equipment, i.e. syringes, procedures.
9. Possess tactile ability to differentiate changes in sensation as part of the patient assessment.
10. Possess auditory acuity to note slight changes in the patient's condition, i.e. lung sounds, bowel sounds, vital signs, etc.
11. Possess auditory acuity to hear patient's calls for assistance without facing the patient.
12. Possess auditory acuity to interpret various equipment signals and alarms and use the telephone.
13. Possess visual acuity to read and distinguish colors, to read handwritten orders and other handwritten or printed patient data, i.e. medical records, medication labels.
14. Possess visual acuity to clearly see and read electronic monitors, syringes, and scales in order to correctly interpret data.
15. Concentrate on details with moderate amount of interruptions, such as patient requests, IV pumps/alarms, calculating drug dosages, etc.
16. Attend to tasks/functions for periods up to sixty (60) minutes in length and to attend to tasks/functions for periods exceeding sixty (60) minutes in length.
17. Possess sufficient emotional control to exercise independent judgment and discretion to ensure patient safety.
18. Understand and relate to specific ideas, concepts, and theories generated and simultaneously discussed.
19. Remember tasks and assignments given to self and others over both short and long periods of time.

**I have read these statements and believe I meet the above requirements.**

**Printed Name:** \_\_\_\_\_

**Student ID:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Washtenaw Community College  
Registered Nursing (APNURS), Nursing Transfer (APNURE), Nursing Assistant Skills Training (CCNASt), and  
Nursing Refresher Course (NRC)  
2014-2015 Academic Year

**INFORMATION RELEASE AUTHORIZATION FORM**

I understand that it is the policy of Washtenaw Community College to screen its students applying to the Registered Nursing, Nursing Transfer, and Nursing Assistant Skills Training programs for prior criminal convictions as a condition for admission.

Part 201, of Article 17 of the Public Health Code, which regulates health facilities and agencies, were amended to require background checks on employees of nursing homes, county medical facilities, and homes for the aged. Under the bill, a nursing home, county medical facility or home for the aged could not employ, grant clinical privileges to, or independently contract with an individual who would be providing direct services to patients or residents if the person has been convicted in Michigan of:

- a felony within the previous **fifteen (15)** years
- an attempt or conspiracy to commit a felony within the previous **fifteen (15)** years
- a misdemeanor that involved abuse, neglect, assault, battery, or criminal sexual conduct against anyone or fraud or theft against a vulnerable adult (as defined under the Michigan Penal Code) or a substantially similar state or federal crime within the previous **ten (10)** years.

I understand that if I have a criminal record that includes any of these convictions, I am not eligible for admission into any of WCC's Registered Nursing, Nursing Transfer, and Nursing Assistant Skills Training programs since all students will be assigned or placed in a nursing home, county medical facility, or home for the aged for their clinical experiences.

I hereby authorize Washtenaw Community College to release this form and/or any of its contents to the Michigan State Police and to the health care facility(ies) at which I will do clinical work in the course of my nursing studies. I agree to provide further identification if requested.

**You MUST submit a copy of one (1) of the following government issued picture ID's with this form which includes: Driver's License, State ID Card, or Passport.**

**Please PRINT clearly and answer ALL questions.**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender (check/circle one):  Male  Female  
Month Day Year

Ethnicity (check/circle one):

White  Black  Asian or Pacific Islander  American Native or Alaskan Native  Unknown/Other

Previous, Former, Maiden, Nick, and/or Other Name(s) known by:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Current Address: \_\_\_\_\_ Apt: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Previous Address: \_\_\_\_\_ Apt: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

**How long have you consecutively lived in the State of Michigan? \_\_\_\_\_ Years \_\_\_\_\_ Months**

Anyone who has resided in Michigan less than a consecutive three (3) years may be required to be fingerprinted as part of the criminal records check per State law. These fingerprints will be forwarded to the federal bureau of investigation to determine whether you have any national criminal history.

**As a courtesy**, criminal record checks are conducted using the Michigan State Police ICHAT system which has limitations that may cause false positive or false negative records to be received. If a false positive or false negative record is received or you believe that the record is a mistake or inaccurate, it will be **your responsibility** to clear the record which may accrue additional fees. Procedures for clearing a record can be found on the criminal record that was received. Please contact the Michigan State Police with any questions regarding finger printing or clearing your record.

Michigan State Police  
Criminal Justice Information Center  
7150 Harris Drive  
Lansing, MI 48913  
(517) 322-5531

Sometimes records inadvertently contain errors. For example, the nature or date of the conviction might be wrong, or the record might contain a conviction that should have been removed from the record. In such cases the individual should obtain certified copies of the court judgment or other documents which show that the information contained on the criminal record is incorrect. If the proof provided is satisfactory, the Michigan State Police will modify the record accordingly.

**The following statement must be signed and submitted with your program application and prior to enrolling in a Registered Nursing, Nursing Transfer, or Nursing Assistant Skills Training program:**

**APPLICANT'S STATEMENT:** *I hereby attest that I have not been convicted of any felony or attempt or conspiracy to commit a felony within fifteen (15) years prior to today's date nor of any misdemeanor listed on the front page within ten (10) years prior to today's date.*

*I understand and agree to be fingerprinted if required and clear my criminal record. I understand and agree that I will be immediately withdrawn from all Registered Nursing, Nursing Transfer, or Nursing Assistant Skills Training programs should the criminal record check disclose any of the above-mentioned offense(s) or any others not disclosed by me as part of the application process. I confirm that the information I provided regarding my state residency is accurate and correct.*

*I understand that knowingly providing false information regarding a criminal conviction is a misdemeanor punishable by imprisonment for not more than ninety (90) days or a fine of not more than \$500.00 or both.*

*I agree to report immediately to the Nursing Program Director if I am arrested for or convicted of any of the criminal offenses listed on the front page of this Authorization.*

**Printed Name:** \_\_\_\_\_ **Student ID:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Washtenaw Community College  
Registered Nursing (APNURS)  
2014-2015 Academic Year  
**COURSE SEQUENCE**

The nursing (NUR) courses will span over four (4) semesters. Nursing courses are sequential and complemented with required support courses, which fulfill the general education associate degree requirements at WCC.

Since a waitlist is used to manage admissions into high demand programs, students are encouraged to take **all** support courses (\*) while on the waitlist **before** they begin their first nursing course sequence. Minimally, a student must complete the courses listed under Semester 1 before taking any NUR courses. All support courses listed under Semesters 2-5, must be taken **no later than** the scheduled semester.

Students considering continuing their education to earn a Bachelor of Science degree in Nursing (BSN) are strongly encouraged to see their Academic Advisor for assistance in support course selection.

**All support courses must be successfully completed with a minimum grade of C/2.0 and all nursing (NUR) courses must be successfully completed with a minimum grade of C+/2.3. (Grades are based on 4.0 GPA Scale)**

|   |                   |
|---|-------------------|
| <b>Admission Requirement Courses (taken prior to submitting program application):</b> | <b>6 credits</b>  |
| BIO 111 – Anatomy and Physiology – Normal Structure and Function                      | 5 credits         |
| HSC 101 – Healthcare Terminology (or HSC 124 – Medical Terminology – 3 credits)       | 1 credit          |
| <b>Semester 1:</b>  | <b>15 credits</b> |
| <i>ENG 111 – Composition I*</i>   | <i>4 credits</i>  |
| <i>COM 101/102/200 – Communication Elective (only <b>one</b> is required)*</i>        | <i>3 credits</i>  |
| <i>MTH 167 – Math Applications for Health Sciences*</i>                               | <i>3 credits</i>  |
| <i>BIO 147 – Hospital Microbiology (BIO 237 is recommended for RN-BSN programs)*</i>  | <i>1 credit</i>   |
| <i>BIO 212 – Pathophysiology: Alterations in Structure and Function*</i>              | <i>4 credits</i>  |
| <b>Semester 2:</b>  | <b>12 credits</b> |
| NUR 102 – Fundamentals of Nursing   | 2 credits         |
| NUR 106 – Fundamentals of Nursing – Lab and Clinical Practice                         | 4 credits         |
| NUR 115 – Pharmacology  | 3 credits         |
| <i>HSC 147 – Growth and Development*</i>  | <i>3 credits</i>  |
| <b>Semester 3:</b>  | <b>12 credits</b> |
| NUR 123 – Medical-Surgical Nursing I  | 3 credits         |
| NUR 124 – Medical Surgical Nursing I – Clinical Practice                              | 2 credits         |
| NUR 131 – Nursing of the Childbearing Family  | 3 credits         |
| NUR 132 – Nursing of the Childbearing Family – Clinical Practice                      | 2 credits         |
| <i>HSC 138 – General and Therapeutic Nutrition*</i>                                   | <i>2 credits</i>  |
| <b>Semester 4:</b>  | <b>13 credits</b> |
| NUR 223 – Medical-Surgical Nursing II   | 3 credits         |
| NUR 224 – Medical-Surgical Nursing II – Clinical Practice                             | 2 credits         |
| NUR 255 – Mental Health Nursing   | 3 credits         |
| NUR 256 – Mental Health Nursing – Clinical Practice                                   | 2 credits         |
| <i>PSY 100 – Introductory Psychology*</i>   | <i>3 credits</i>  |
| <b>Semester 5:</b>  | <b>14 credits</b> |
| NUR 231 – Nursing of Children   | 3 credits         |
| NUR 232 – Nursing of Children – Clinical Practice                                     | 2 credits         |
| NUR 283 – Medical-Surgical Nursing III  | 3 credits         |
| NUR 284 – Medical-Surgical Nursing III – Clinical Practice                            | 3 credits         |
| <i>PHL 244 – Ethical and Legal Issues in Health Care*</i>                             | <i>3 credits</i>  |
| <b>TOTAL CREDITS REQUIRED FOR PROGRAM</b>   | <b>72 CREDITS</b> |

\*Courses noted may be taken while on the Nursing program waitlist, but not later than the scheduled semester.

**NOTE: Admission and program requirements are reviewed annually and subject to change. Students are expected to meet the admission and program requirements for the catalog term in which they FIRST BEGIN the program.**

Washtenaw Community College  
Registered Nursing (APNURS)  
2014-2015 Academic Year  
**ESTIMATED COSTS**

Please be aware that the tuition rates and fees listed below are estimates based on the 2014-2015 academic year and are only valid through Spring/Summer 2015 semester. If a change is made in the tuition rates and/or fees for any future semester, these changes would go into effect beginning in the fall semester of each year. To view the current tuition rates and fees, please visit WCC's website ([www.wccnet.edu/studentconnection/tuition/tuition1415/](http://www.wccnet.edu/studentconnection/tuition/tuition1415/)).

|   |                 |
|---|-----------------|
| 72 credits @ \$100 per credit hour (based on <i>in-district rates</i> including \$7 technology/enrollment fee) <sup>1</sup> | \$7200          |
| Contact Hour Fee (estimated)  | \$2250          |
| ATI Testing Package Expenses – Standardized testing across the curriculum<br>(fees distributed over 4-5 semesters)          | \$525           |
| Physical exam including lab tests (estimated)   | \$200           |
| Student health insurance (estimated)  | \$500           |
| Uniform costs (3 sets – estimated), shoes, ect...   | \$300           |
| Additional equipment <sup>2</sup>   | \$100           |
| Books and course packs (estimated)  | \$2000          |
| Licensure – NCLEX exam, license fee   | \$254           |
| NCLEX review class (NUR 039 – 2 credits @ \$98 per credit hour based on in-district rates) <sup>3</sup>                     | \$196           |
| Pre-licensure fingerprinting costs  | \$75            |
| NCLEX review materials  | \$75            |
| Graduate Pin  | \$200           |
| Pinning ceremony fees   | \$25            |
| <b>TOTAL ESTIMATED COSTS</b>  | <b>\$13,900</b> |

**Additional Costs to be considered:**

Transportation to campus (3-5 days per week) and to hospitals (1-4 days per week); full-time child care; incidentals for Nursing lab; notebooks, paper, pens, pencils; class pin, class picture, and graduation gown.

**Notes:**

<sup>1</sup> Tuition subject to change.

<sup>2</sup> Stethoscope, scissors, penlight, watch with sweep second hand, approved Medical dictionary (Taber's, Mosby, etc.), pocket calculator.

<sup>3</sup> This is a brief review course for WCC graduates. Other review courses available vary in cost from \$150 to approximately \$350.

**NOTE: The above fees are only estimates for the current academic year and subject to change.**

Washtenaw Community College  
Registered Nursing (APNURS)  
2014-2015 Academic Year

**CONTACT INFORMATION AND ACCREDITATIONS**

If you are interested in the Registered Nursing program, please contact the Health Programs Counselor for advising. If you have questions pertaining to the waitlist, waitlist process, or admission to the program, please contact the Health and Second Tier Admissions Office. Accreditation and helpful contact information is provided below.

**Health and Second Tier Admissions Office**

Washtenaw Community College  
4800 E Huron River Dr  
Ann Arbor, MI 48105

Hannah Hann's Phone: (734) 973-3596  
Cheryl Sander's Phone: (734) 477-8998  
Email: [healthadmissions@wccnet.edu](mailto:healthadmissions@wccnet.edu)  
Website: [www.wccnet.edu/health](http://www.wccnet.edu/health)  
Room: SC 203

**Admissions Office**

Phone: (734) 973-3542  
Email: [admissions@wccnet.edu](mailto:admissions@wccnet.edu)  
Room: SC 203

**Student Connection Center**

Phone: (734) 973-3543  
Email: [studrec@wccnet.edu](mailto:studrec@wccnet.edu)  
Room: SC 203

**Transcript Evaluation (Records Office)**

Cathy Hann's Phone: (734) 973-3590  
Bernadette McClair's Phone: (734) 477-8969  
Email: [transcripteval@wccnet.edu](mailto:transcripteval@wccnet.edu)  
Website: [www.wccnet.edu/transfer](http://www.wccnet.edu/transfer)  
Room: SC 203

**Financial Aid Office**

Phone: (734) 973-3523  
Email: [finaid@wccnet.edu](mailto:finaid@wccnet.edu)

**Michigan State Police**

Lansing Criminal Justice Info Center Phone: (517) 322-5531  
Website: <http://www.michigan.gov/msp/>

**The Higher Learning Commission of the  
North Central Association**

(Institution Accreditation)  
230 N LaSalle St, Ste 7-500  
Chicago, IL 60604  
Phone: (312) 263-0456  
Website: [www.ncahlc.org](http://www.ncahlc.org)

**Residency**

Website: [www.wccnet.edu/residency](http://www.wccnet.edu/residency)

**Sue Travis**

(Health Programs Counselor)  
Phone: (734) 973-3474 – by appointment only  
Email: [stravis@wccnet.edu](mailto:stravis@wccnet.edu)  
Room: TI 234

**Rene Stark**

(Nursing Department Chair/Program Director)  
Phone: (734) 973-3473  
Email: [rsstark@wccnet.edu](mailto:rsstark@wccnet.edu)  
Room: BE 232

**Sarah Caruso (Schedule ATI-TEAS Testing at WCC)**

(Secretary, School of Nursing & Health Science)  
Phone: (734) 677-5182  
Email: [slsowards@wccnet.edu](mailto:slsowards@wccnet.edu)  
BE 200

**Assessment Technologies Institute (ATI)**

Phone: (800) 667-7531  
Website: [www.atitesting.com](http://www.atitesting.com)

**Schedule State CNA Testing at WCC**

Phone: (734) 477-8977  
Email: [mharriso@wccnet.edu](mailto:mharriso@wccnet.edu)

**National Council of State Boards of Nursing (NCSBN)**

111 E Wacker Dr, Ste 2900  
Chicago, IL 60601  
Phone: (312) 525-3600  
Website: [www.ncsbn.org](http://www.ncsbn.org)

**Accreditation Commission for Education in Nursing (ACEN)**

(Program Accreditation)  
3343 Peachtree Rd NE, Ste 850  
Atlanta, GA 30326  
Phone: (404) 975-5000  
Website: [www.acenursing.org](http://www.acenursing.org)

**WCC Campus Map & Driving Directions**

Website: [www.wccnet.edu/about-us/visiting/](http://www.wccnet.edu/about-us/visiting/)

**WCC Room Locator**

Website: [www.wccnet.edu/about-us/room-locator/](http://www.wccnet.edu/about-us/room-locator/)