CONNECTICUT COMMUNITY COLLEGE NURSING PROGRAM

Capital Community College, Gateway Community College, Naugatuck Valley Community College, Northwestern Connecticut Community College, Norwalk Community College, Three Rivers Community College

www.ct.edu/nursing

Nursing Information Packet
2021-2022 Academic Year

Capital Community College
Admissions Office
950 Main Street
Hartford, CT 06103
(860) 906-5140
www.capitalcc.edu

Gateway Community College
Admissions Office
Attention: Nursing
20 Church Street
New Haven, CT 06510
(203) 285-2010
www.gatewayct.edu

Naugatuck Valley Community College
Admissions Office
750 Chase Parkway
Waterbury, CT 06708
(203) 575-8080
www.nv.edu

Northwestern CT Community College
Admissions Office
Park Place East
Winsted, CT 06098
(860) 738-6330
www.nwcc.edu

Norwalk Community College
Admissions Office
188 Richards Avenue
Norwalk, CT 06854-1655
(203) 857-7060
www.norwalk.edu

Three Rivers Community College
Nursing Admissions
574 New London Turnpike
Norwich, CT 06360
(860) 215-9016
www.threerivers.edu

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Introduction

The Connecticut Community College Nursing Program (CT-CCNP) is an innovative associate degree program of study offered at six Connecticut Community Colleges (Capital, Gateway, Naugatuck Valley, Northwestern CT, Norwalk and Three Rivers community colleges). The common nursing programming offers a four-semester curriculum designed to prepare registered nurses to function in the professional role utilizing current standards of nursing practice. In addition, students within the program have the same admission and policy standards, which allows for greater student flexibility.

The curriculum is built upon courses from the social and biological sciences, liberal arts, and nursing; these courses provide the foundation for the practice of nursing. The curriculum is organized by concepts that guide student learning about the nursing profession, health and illness, health care systems and patients who are the recipients of nursing care. The curriculum is guided by local, regional, and national standards and trends within healthcare, higher education, and the nursing discipline. The delivery of the curriculum is accomplished through a dynamic educational experience that involves active and diverse learning processes.

Upon successful completion of the Nursing program, the college awards the graduate an Associate in Science Degree.
After the Associate in Science degree is awarded, the graduate is eligible to take the National Council Licensing Examination for Registered Nurses (NCLEX-RN). Graduates can apply for licensure through the Connecticut Department of Public Health or through the state within which they would like to practice. The graduate is prepared to function as a safe, competent entry-level practitioner within settings across health care systems such as acute care (general or specialty hospitals), subacute or long term care, and community based care settings such as provider offices and clinics.

Approval and Accreditation

The newly revised CT-CCNP curriculum has been approved by the by the Connecticut Board of Regents for Higher Education and the Connecticut State Board of Examiners for Nursing, with the consent of the Commissioner of the Connecticut Department of Public Health. Each program within the CT-CCNP approaches national accreditation through the Accreditation Commission for Education in Nursing, ACEN, located at 3343 Peachtree Rd NE, Suite 850, Atlanta, GA 30326; Phone: 404-975-5000, Fax: 404-975-5020, Email: info@acenursing.org. The curriculum is implemented at each of six Connecticut community colleges based upon college level approval processes and the approval of ACEN.

Educational Advancement in Nursing

The CT-CCNP emphasizes and supports educational advancement of graduates to the baccalaureate in nursing (i.e. BSN) and beyond. CT-CCNP graduates have the opportunity to advance their education at a number of baccalaureate and advanced degree programs throughout the state. To learn about articulation agreements in place for CT-CCNP graduates, go to www.ct.edu/nursing.

Advisement for Admission to the CT-CCNP

Advisors/counselors are available at each college to guide applicants through the admission process. All prospective applicants are encouraged to read this entire Information Packet. After reading the packet, *students should direct all questions to the contact at their College of Choice*.

Students are strongly encouraged to attend a **Nursing Information Session** at their College of Choice to learn more about the CT-CCNP. A list of upcoming Information Sessions can be found at www.ct.edu/nursing.

College	Advisement Contact	Contact Information	General Nursing Information	LPN Advisement	Transfer Info.
Capital CC	Mike Kriscenski	(860) 906-5040 mkriscenski@capitalcc.edu	X		X
Capital CC	Jonathan Nyez	(860) 906-5160 jnyez@capitalcc.edu		X	
Gateway CC	Mary Beth Banks	(203) 285-2388 mbanks@gatewayct.edu	X	X	X
Gateway CC	Heather Henry	(203) 285-2388 hhenry@gatewayct.edu	X	X	X
Naugatuck Valley CC	Erika Carrington	(203) 575-8128 ecarrington@nv.edu	X		X
Naugatuck Valley CC	Kris Kelley	(203) 596-8666 kkelley@nv.edu		X	
Northwestern CT CC	Rebecca Russo	(860) 738-6339 rrusso@nwcc.edu	X		X
Northwestern CT CC	Connie Hotchkiss	(860) 738-6372 chotchkiss@nwcc.edu		X	
Norwalk CC	Robin Morris	(203) 857-6971 rmorris@norwalk.edu	X		
Norwalk CC	Carol Yoder	(203) 857-7147 cyoder@norwalk.edu	X	X	X
Norwalk CC	Ezechiel Dominique	edominique@norwalk.edu	X	X	X
Three Rivers CC	Deborah DiCarlo	(860) 215-9016 nursingadmissions@threerivers.edu	X	X	X

Application Process

The application period for the nursing program is **November 1 - February 1** of each year. Applicants to the CT-CCNP must complete the online nursing application and submit all required documentation to the Admissions Office at the **College of Choice** by the **February 1, 2021** deadline. "**College of Choice**" is the college that the applicant would like to attend. Applicants may only submit one application to one CT-CCNP program. Applicants should contact the College of Choice prior to the application deadline if they wish to change to a different college.

The information in this section includes everything you need to do as an applicant to the CT-CCNP and what your College of Choice will do to communicate with you throughout the process. The following five key sections will aid in understanding the process:

1. Technical computer specifications necessary for applying and receiving communication.

2. The *Checklist of Application Requirements* on page 6 outlines everything you need to do as an applicant. For your own reference, print it out and fill in the column, "Date Complete" as you submit that item.

3. Admission Requirements, listed below, includes a chart to calculate your "NURSING GPA."

   a. Courses & Competencies

   b. Nursing Admission GPA

   c. TEAS

4. Computing Rank & Selection Process

5. The timeline of communication from your application submission through notification of admission decisions, including the specifics of the CT-CCNP selection process.

1. Technical Computer Specifications & Communication

Please review the technical instructions below to ensure you have no difficulties in submitting the application and receiving email from the CT-CCNP.
- Applicants should use a personal computer (not a smart phone, iPad, or Macintosh) when attempting to access the online application.
- Make sure your browser allows pop-ups.
- Recommended browsers are Google Chrome and Firefox.

All communication with applicants is to the student's <u>community college email address.</u> Applicants that have not activated their community college email address should go to http://www.ct.edu/netid for more information. Students need to disable the Outlook Clutter folder prior to submitting the application to prevent messages from unintentionally going into Clutter. Follow these instructions to turn Clutter OFF:
Sign in to the *Outlook Web App*

1. Go to **Settings** ⚙ > **Options** > **Mail** > **Automatic processing** > **Clutter**.
2. De-Select/Un-Check the 2 boxes, "**Separate items identified as clutter**" and "**Send me notifications about messages that are separated as clutter**", and then click 💾**Save**.

Note: The Clutter folder remains in Outlook after you turn off the Clutter feature by following the steps above. If you forward your community college email to another address, please check your JUNK folder located in that mailbox, too.

2. Checklist for Application Process

Checklist for the CT-CCNP Application Process: All Items Need to be Submitted by FEBRUARY 1, 2021		
Items to Complete	**How**	**Date Complete**
Submit a general college application at the College of Choice if you are not already a student there	• Go to http://my.commnet.edu • Click on apply for admission under "Other Resources"	
Check your community college email account to make sure it is active. ALL COMMUNICATION IS THROUGH YOUR COMMUNITY COLLEGE EMAIL ACCOUNT	http://cscu.edusupportcenter.com/sims/helpcenter/common/layout/SelfhelpArticleView.seam?inst_name=cscu&article_id=1912-1463713	
Submit the common CT-CCNP nursing application - *Note: all first time community college applicants need to complete a general college application at the College of Choice prior to submitting the common CT-CCNP application if they do not already have a NetID* **Nursing Application is available through Banner Self-Service from November 1 – February 1**	• Go to http://my.commnet.edu. • Login using your NetID & password • Click on the "Banner Self-Service" link (upper right corner of the page) • Select your College of Choice • Scroll right and click the "Selective Programs" tab • Click the "Nursing Application" box • Click "Nursing Program Application for 2021-2022	
Send all application requirements to your College of Choice:		
Proof of graduation: Official high school transcripts, high school diploma with date of graduation, General Educational Development (GED) diploma, OR State High School Equivalency diploma	• Contact your high school and request, • NOTE: request high school transcripts specifically if also using to fulfill the chemistry competency – see page 7 for additional info • Contact the issuing agency for other proof of graduation options	
Proof of immunizations	Consult with your College of Choice for current immunizations required for general admission to the college	
Official SAT I/New SAT and/or ACT score reports (if using for math competency)	Contact College Board for the SAT or ACT if using either score to meet math competency - see page 7 for additional info	
Official College/University transcripts from **ALL** colleges ever attended (INCLUDING all CT Community Colleges and all colleges attended in other countries), regardless of age of transcript or coursework attempted. *This includes college credits earned while in high school.*	• If a CT Community College - request through Banner Self-Service (Select the College, Student Records, Transcripts, Official Transcripts, select eTranscripts) • All other colleges/universities, contact that college/university and send electronically if possible • Must be **FINAL** transcripts to be considered complete • If transcript is from out of country, it must be evaluated by an approved agency (see p. 15) to be considered complete	
Official TEAS results sent from ATI (if TEAS not taken at a CT-CCNP College). **Unofficial TEAS scores and tests taken prior to November 1, 2017 will not be accepted.**	• Results of TEAS taken at a CT-CCNP College are electronically submitted to your College of Choice by ATI • If test not taken at a CT-CCNP College, go to www.atitesting.com to request official results to be sent to the College of Choice	
Official AP, CLEP, DANTES & other military transcripts must be submitted if using to meet a requirement	See page 13 for additional info	

3. Admission Requirements

These courses/competencies must be completed by 2/1/2021 with the exception noted (BIO*212):

Applicants must exhibit each competency through an exam or coursework in the subject areas below to be eligible for admission. Math and chemistry competencies may be met through an exam or high school course, respectively, however the college courses of MAT*136/137 and CHE*111 may still be required as a pre-requisites for other courses.

A. Courses/Competencies Check (✓) the ONE that fulfills each subject requirement:

MATH	Meets Competency	✓	Grade Points (College Course Only)	Credits	Quality Points
Accuplacer/Next Generation Accuplacer OR	40 or greater on the College Level Math Portion on Accuplacer/College of Choice QAS cut score on Next Gen Accuplacer				
SAT I Math Section/New SAT Math OR	550/570 or greater				
ACT Math Section OR	22 or greater				
MAT*136/137: Intermediate Algebra, equivalent or higher	C or greater				
CHEMISTRY	**Meets Competency**	✓	Grade Points (College Course Only)	Credits	Quality Points
Qualifying High School Chemistry with Lab OR	C or greater**(must be completed between 12/2015-2/1/2021)				
CHE*111: Concepts of Chemistry or 4 credit equivalent	C or greater*(must be completed between 12/2015-2/1/2021)				
REQUIRED COURSES –Complete All Courses Below	**Grade for Eligibility**	✓	Grade Points	Credits	Quality Points
ENG*101: English Composition or equivalent	C				
BIO*211: Anatomy & Physiology I or equivalent	C+ *(must be completed between 12/2015-2/1/2021)				
BIO*212: Anatomy & Physiology II or equivalent	C+ *(must be completed between 12/2015-6/1/2021) OR can be IN PROGRESS during spring semester of application year				
* Norwalk Applicants ONLY: COMPUTER LITERACY	**Meets Competency**	✓	Grade Points (College Course Only)	Credits	Quality Points
Computer Proficiency Test OR	Passing score at Norwalk				
CSA*105, CSA*106: Intro to Software Apps, or CSC*101: Intro to Computers or equivalent	C or greater				

Program of Study Co-Requisite Courses to Include in the Calculation of the Nursing Admission GPA *(You can elect to take these courses prior to enrolling in the nursing program. If you earn a grade that meets the minimum required it WILL be calculated into your Nursing Admission GPA for admission)*:

COURSE	Minimum Grade	✓	Grade Points	Credits	Quality Points
BIO*235: Microbiology	C				
PSY*111: General Psychology	C				
PSY*201: Lifespan Development	C				
SOC*101: Principles of Sociology	C				
ENG*102: English Composition & Lit	C				
^ELECTIVE: see chart on page 12	C				
Nursing Admission GPA = Total Quality Points / Total Credits =					

B. Nursing Admission GPA

The Nursing Admission GPA is calculated by the Admissions Office at the College of Choice. The Nursing Admission GPA is based only on the college courses with grades that meet the nursing admission and nursing program curriculum requirements (all courses in the chart on page 7). The three required science courses (BIO*211, BIO*212 & CHE*111/High School Chemistry) must have been taken within the past five years (dates in the page 7 chart).

- **Nursing Admission GPA must be 2.70 or higher to be eligible for admission. The Nursing Admission GPA is calculated to the hundredth place, it will not be rounded to the tenth place.**
- If an applicant is using a course from a Fresh Start semester to meet a nursing admission or program curriculum requirement, that course will count in the calculation of the applicant's Nursing Admission GPA.
- If an applicant repeats a course, the highest eligible grade is used in calculating the Nursing Admission GPA.
- Qualifying High School Chemistry with Lab will not be calculated in the Nursing Admission GPA.
- For a list of acceptable courses that meet the CT-CCNP's elective requirement, please see page 12.
- Applicants who have selected the CRT option for course grading will be given a "C" in the calculation of the Nursing Admission GPA. For more information on grade conversion, please visit: https://www.ct.edu/academics/convert
- For courses that require a minimum grade of "C+", Anatomy and Physiology I and II, CRT will not meet that minimum requirement to be eligible for admission.
- A grade of "CR" is not acceptable for any admission or program course requirement
- **Computer Literacy is an admission requirement ONLY at Norwalk CC. Students may take the Computer Proficiency Test at the College of Choice (Norwalk) to meet this competency.**

To Calculate the Nursing Admission GPA:

1. Multiply the grade points (for each class you have completed on page 7) by the number of credits for that course to determine the quality points (your transcript has this information on it next to each course)
2. Divide the quality point total by the total number of credits for the courses = Nursing Admission GPA

Example:

Grade	Points
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0

COURSE	Grade	Grade Points	Credits	Quality Points
ENG*101	A	4.0	3.0	4.0 x 3.0 = 12.0
BIO*211	A-	3.7	4.0	3.7 x 4.0 = 14.8
BIO*212	B+	3.3	4.0	3.3 x 4.0 = 13.2
		TOTAL	11.0	40.0

Nursing Admission GPA = (Total Quality Points / Total Credits) = 40.0 / 11.0 = 3.64

C. TEAS

TEAS is a multiple-choice test that evaluates essential academic skills in math, science, reading, and English. The test will take approximately 3 ½ hours to complete. Test dates cannot be rescheduled after registration. Testing fees are non-refundable.

- **Applicants must obtain an adjusted individual total score of 53.3% or higher to be eligible for admission.**
- Tests taken prior to November 1, 2017 will not be accepted.
- Applicants may retake the TEAS as many times as desired. **The CT-CCNP will use the applicant's highest qualifying TEAS score when determining eligibility.**
- A study manual for the TEAS is available through www.atitesting.com. Online practice tests are also available through ATI. For additional information about the TEAS, please visit www.atitesting.com.
- The TEAS is administered at Capital, Gateway, Housatonic, Naugatuck Valley, Northwestern CT, Norwalk and Three Rivers. If the TEAS is taken at a site other than one of the CT-CCNP Colleges, applicants must have official results sent by ATI to the College of Choice by the application deadline of February 1, 2021.
- Do not wait until you have your TEAS results to submit your CT-CCNP application. You can submit the application and all other materials prior to taking the exam.

For testing schedules and registration information, go to www.atitesting.com. Applicants must have an account with ATI & select a CT-CCNP college as their "Institution" of choice in order to register for the TEAS. In addition to selecting a CT-CCNP college when setting up your ATI profile, please use your Banner ID as your "Student/Employee ID." *Applicants must log into their ATI account in order to see available testing dates within the community college system.*

4. Computing Rank & Selection Process

Formula for Computing Rank: Applicants who have submitted all required credentials AND met all admission requirements by the defined deadlines will be considered eligible. All *eligible* applicants will be ranked through the CT-CCNP admissions process. Eligible applicants who meet all of the application and admission requirements are assigned a rank position among all other applicants for all six colleges. Rank positions/numbers are computed by the following formula:

> 25% = TEAS score
> 25% = BIO*211 (Anatomy & Physiology I) grade
> 50% = Nursing Admission GPA

Selection Process: Rank, Random, & Waitlist - Each college then places their applicants by this method:

Rank Selection (75%):
Each college will fill 75% of their seats by rank.

Random Selection (25%):
The remaining applicants consists of all students who are eligible for the program, but who were not selected through rank selection. Twenty-five percent of spaces at each college are filled through the random selection of these applicants.

Waitlist (remaining eligible applicants)**:**
Applicants on the waitlist are ranked by their original CT-CCNP rank number. The waitlist is divided into six separate lists based on students' College of Choice. When openings occur, applicants will be selected in rank order and offered a nursing seat at that college. Applicants who refuse an offer from their College of Choice are removed from consideration for the current academic year.
In the event that a college's initial waitlist is exhausted, applicants will be offered a space, based on their overall CT-CCNP rank, as they become available. If an applicant is offered a space at a college other than their College of Choice, the applicant can refuse the offer and remain on the waitlist of their College of Choice.
The waitlist will not carry over from year to year. Applicants who are not selected from the waitlist will need to submit a new application if they want to be considered for admission the following year.

5. Timeline of Communication with Applicants & What to Expect

As stated earlier, ALL communication from the CT-CCNP will be to your community college email address. It is the applicant's responsibility to disable the "Clutter" folder (p 5) and check according to this timeline for important information. If you forward your community college email to another address, please check your JUNK folder in that mailbox, too.

Application Submission
- You will know that your CT-CCNP application has been successfully submitted when you receive an email within an hour of clicking "submit." The content of this email will let you know you that your application made it to its destination and who to contact should you need to make any changes (the College of Choice).

Incomplete Application
- All applicants will receive an email, beginning in December 2020, with information on how to check Banner Self-Service (BSS) for application items that have been received. It is recommended that applicants check "Nursing Required Items" in BSS at least once a week for updates.
  NOTE: Transfer credits from outside the 12 community colleges may have been evaluated by the College of Choice but may not be reflected in Banner Self-Service until after February 1, 2021.
- If you are missing items, you will receive an email within the **first ten days of March 2021**. It is the student's responsibility to check for this email and respond within the timeframe allotted in the email. **Failure to reply by the due date will result in an ineligible application.**

Decisions
- All applicants will be notified by email within the **first ten days of April 2021** that decisions are ready to view in Banner Self-Service
- The three possible decisions:
    i. Admitted Student – all necessary acceptance documents will be posted in Banner Self-Service for the student to print, review, and submit included forms
    ii. Waitlisted Student – eligible applicant but not enough spaces. A paper letter will be sent following the electronic notification to indicate exact placement on the waitlist at the College of Choice. The waitlist number will not be given to students by email or telephone. It is important to make sure your correct address is on file (check Banner Self-Service and make any changes prior to April 1, 2021 if necessary)
    iii. Ineligible Student - due to missing requirements

Program of Study

The following program of study reflects a full-time curriculum plan that students enrolled in the nursing program are required to complete for graduation. Many students make the decision to enroll in the nursing program on a part-time basis, taking the general education courses prior to the nursing courses. Non-nursing courses must be taken in the semester indicated in the plan of study below or may be taken earlier; nursing courses must be taken in the stated sequence.

The admission and pre-requisite requirements of BIO*211: Anatomy & Physiology I, BIO*212: Anatomy & Physiology II, and ENG*101: English Composition are credits (11 credits) that are part of the total 65 credits required for graduation. BIO*211 and ENG*101 must be completed prior to the application deadline; BIO*212 may be in progress and the applicant may be accepted pending successful completion with a grade of C+ or higher. Please refer to page 7 of this packet for a complete list of admission requirements.

A grade of **C** is required for all co-requisite courses in the nursing plan of study, with the exception of BIO*211 and 212, which both require a **C+.** Co-requisite courses must be satisfactorily completed before or during the semester in which they are scheduled in the curriculum. Students who fail to complete required co-requisite courses may be dismissed from the program. The nursing coursework retake policy can be found in the **Student Handbook**, http://www.ct.edu/academics/nursing#docs

ADMISSION REQUIREMENTS	CREDITS		CREDITS
+*BIO*211: Anatomy & Physiology I*	4	**Total Nursing Credits = 35**	
+*ENG*101: English Composition*	3	***Total General Education Credits = 30***	
		65	
PRE-REQUISITE REQUIREMENT			
+*BIO*212: Anatomy & Physiology II*	4		
	11		
FIRST SEMESTER		**SECOND SEMESTER**	
NUR*120: Nursing in Health & Illness I	9	NUR*125: Nursing in Health & Illness II	8
+*BIO*235: Microbiology*	4	+*PSY*201: Life Span Development*	3
+*PSY*111: General Psychology*	3	+*SOC*101: Principles of Sociology*	3
	16		14
THIRD SEMESTER		**FOURTH SEMESTER**	
NUR*220: Nursing in Health & Illness III	9	NUR*225: Nursing in Health & Illness IV	8
+*ENG*102: English Composition &*	3	NUR*226: Transition to Professional	1
Literature or 200 level ENG per College	12	Nursing Practice	
Specific Requirement		*++^Elective*	3
			12

+There may be a prerequisite course that must be successfully completed prior to taking the course.
++Norwalk Community College requires one interdisciplinary course to fulfill core curriculum requirements.
+++Naugatuck Valley Community College may require additional general education courses to meet Core Competencies for the college. Please seek academic advisement for proper guidance.
^For a list of acceptable courses that meet the CT-CCNP's elective requirement, please see page 12

Electives Chart:

Please note: this chart reflects the courses from specific rubrics (ex. ART) that can be used to meet the elective requirement at each of the colleges that offer the nursing program. Information is subject to change without notice, please consult your college of choice for additional information.*

Elective	Capital	Gateway	Naugatuck Valley	Northwestern CT	Norwalk	Three Rivers
American Sign Language	X	X		X		X
Art	X	X		X		X
Communication & Speech	X*	X		X		X
Oral Communications Competency Course			X			
Dance	X	X**		X		
Digital Arts Technology	X			X		
English as a Second Language (ESL)	see below	see below				
English/Literature	X	X		X		X
Film and Media	X			X		
Foreign Languages						
Chinese	X	X		X		X
French	X	X		X		X
German	X	X		X		X
Italian	X	X		X		X
Portuguese	X	X		X		X
Spanish	X	X		X		X
Graphic Design	X	X		X		X
Interdisciplinary Studies						
*IDS*210: Humanities- The Creative Voice*	X				X	
*IDS*230: Great Books*	X				X	
Humanities	X	X		X		X
Music	X	X		X		X
Philosophy	X	X		X		X
Sign Language	X	X		X		X
Theater Arts	X	X**		X		X

*only Photography and Film will satisfy the elective at CCC. All other Communication courses at CCC will fulfill a Social Science elective.

**requires a course substitution at Gateway.

English as a Second Language: *Capital CC will only accept ESL Level IV courses.*

Gateway CC will only accept certain ESL courses for this requirement. Please consult with an advisor at Gateway.

GENERAL POLICIES

Elective Requirement
Elective courses will be accepted as defined by the College of Choice (page 12). If a student has taken the course more than once, the highest grade will be applied. If the course has been accepted by College of Choice and the student attends another Connecticut Community College with a nursing program, the course will be accepted. Advisors/Counselors are available at each college to guide applicants as to what courses are acceptable to meet requirements.

AP Exams
The Colleges grant credit for Advanced Placement Examinations of the College Examination Board with scores of 3 or above according to current college policies.

CLEP Tests
CLEP tests will be accepted for the general education courses with an official CLEP transcript and a PASSING score.   The following CLEP exams will be accepted (any differences in credits awarded at particular colleges are noted in parenthesis):

Examination Title	Passing Score	Credits	Equivalent Course Numbers					
			CCC	GCC	NVCC	NWCC	NCC	TRCC
College Algebra	50	3	MAT*172	MAT*172	MAT*172	MAT*137	MAT*172	MAT*172
College Math	50	6		MAT*109, MAT*137				
Analysis & Interpretation of Literature	50	3	ENG*102	ENG*102	ENG*102	ENG*102 *(essay is also required)*	ENG*102	ENG*102, Elective *(6 credits)*
College Composition	50	3	ENG*101	ENG*101, ENG*200 *(6 credits)*	ENG*101	ENG*101 *(research paper is required)*		ENG*101, Elective
Introductory Psychology	50	3	PSY*111	PSY*111	PSY*111	PSY*111	PSY 111	PSY*111
Human Growth & Development	50	3	PSY*201	PSY*201	PSY*201	PSY*201		PSY*201
Introductory Sociology	50	3	SOC*101	SOC*101	SOC*101	SOC*101	SOC*101	SOC*101
General Chemistry	50	8	CHE*elective *(6 credits)*	CHE*100 *(3 credits)*	CHE*121 CHE*122		CHE*121 CHE*122	CHE*elective
Information Systems & Computers	52	3					CSA*105	
General Biology	50	8	BIO*105 *(4 credits)*	BIO*100 *(need score of 50, 3 credits)*	BIO*121 BIO*122	Science Elec, non-lab *(need score of 50, 3 credits)*		BIO*elective *(3 credits)*

Credits for exams may vary by college. Consult your College of Choice for additional information.

If ENG*101 grade is below C, the individual may take the CLEP test. Please go to the CLEP website for additional information: www.collegeboard.com/student/testing/clep/about.html.

LPN Advanced Placement

LPNs who are admitted to the CT-CCNP are guaranteed a spot to enter the program in the first semester (NUR*120). The option of advanced placement for accepted LPNs into the third semester (NUR*220) cannot be guaranteed at individual college sites. Eligibility for the Advance Placement option is based on the Admissions ranking process, recommendations of the college LPN Advisor, and space available at each college. Students will be informed by the college if there is space available, at which time they will be cleared to enroll in the COSC Bridge course, NUR 190.

The Connecticut Community College Nursing Program participates in the Connecticut League for Nursing Articulation Model for LPNs. To be eligible for articulation the LPN must:

- Hold a current unencumbered Connecticut Licensed Practical Nurse license. You are not eligible for LPN Advanced Placement if your license is not in good standing or you do not hold a current LPN license.

- Satisfy all the CT-CCNP admission requirements.

- Submit a CT-CCNP application and be admitted to the program (**please note, the application process does not vary for LPN candidates**).

Once admitted, LPN candidates will be advised as to their placement within the CT-CCNP. For an LPN to begin the program in the third semester, if space and resources allow, the following requirements must be met:

- Complete the required general education courses of the first year of the CT-CCNP with a grade of C or higher.

- Successfully complete the Connecticut LPN Transition Bridge Course at Charter Oak State College (COSC NUR 190) and the college based CT-CCNP LPN transition course (CT-CCNP NUR*152).

- While LPN program graduates may enroll in COSC NUR 190 prior to licensure as an LPN, current Connecticut LPN licensure is required to enroll in CT-CCNP NUR*152.

If offered the advance placement option, students will only be eligible to advance place into the third semester of the nursing program (NUR*220) upon successful completion of COSC NUR 190 and NUR*152. Students must be licensed as an LPN in Connecticut to be eligible to take CT-CCNP NUR*152 and to qualify to begin the CT-CCNP in the third semester (NUR*220).

If a student chooses the advance placement option and is unsuccessful in either the Charter Oak course, NUR 190, or NUR*152, they will be ineligible to elect to enter the program in the first semester (NUR*120). In order to be eligible to enter the program in the first semester, the student must reapply to the CT-CCNP and be accepted again to start in NUR*120.

Applicants are encouraged to seek advisement from one of the contact persons listed on page four prior to the application process. If admitted to the program, a student must contact the persons listed on page four for advisement regarding advanced placement.

Transfer Information

External Transfer Nursing Applicants

External transfers will be considered on a space-available basis at each college. An external nursing transfer applicant is defined as a student who has successfully completed one or more nursing courses *with a clinical component* within the last 18 months at a program outside of the Connecticut Community College system, and wishes to transfer these courses for advanced placement. Students who wish to transfer nursing courses *with a clinical component* from another college or university will be considered for external transfer after the following requirements have been met:

1. The applicant completes the CT-CCNP application for external transfers, and submits the application to the Admissions Office at the **College of Choice**. Applicants to Gateway Community College must submit all application materials to the Nursing Department. *Applicants must meet all nursing program admission requirements*. Completed applications are due by **July 1** for the fall semester, **January 2** for the spring semester and **May 1** for the summer semester (Northwestern CT only). Applications can be downloaded from the CT-CCNP website: http://www.ct.edu/nursing.

2. A written request for evaluation of nursing course work and nursing course descriptions must be submitted to the Admissions Office (Nursing Department at Gateway Community College) at the **College of Choice** along with the CT-CCNP application. Requests will be forwarded to the Nursing Director at the **College of Choice**. Written requests are due by **July 1** for fall semester requests, **January 2** for spring semester requests and **May 1 (Northwestern CT only)** for summer semester requests.

3. External transfer candidates must have a **3.0 overall Nursing Admission GPA**. The Nursing Admission GPA is based only on the college courses with grades that meet the nursing admission and nursing program curriculum requirements. The Nursing Admission GPA is a calculation specific to CT-CCNP applicants and may differ from your college GPA.

Transfer Credits

Transfer credit evaluations for nursing applicants are completed by the College of Choice upon the request of the applicant. Important points:

- Twenty-five percent (25%) of the total credits applicable to the nursing degree must be granted by the college awarding the degree.

- No more than thirty credit hours of non-traditional credit may count towards the nursing degree.

- Non-traditional credit includes CLEP, DSST, Challenge Exams, Military Service Schools, and Assessment of Prior Learning.

- In accordance with transfer of credit guidelines set forth by the Board of Regents, courses which meet nursing program requirements will be accepted by the CT-CCNP. Once an applicant earns credit at the College of Choice**,** transfer credit for the same course from another college will not be granted.

Credits Earned Outside the United States – Transcripts need to be evaluated by the "Course By Course" option through the World Education Services Inc., PO Box 745, Old Chelsea Station, New York, New York 10113 or another approved site and submitted to the **College of Choice**. Contact the College of Choice for additional information.

Transfer Grades

To transfer courses, a minimum grade of C is required from regionally accredited colleges, unless otherwise noted by the admission requirements. Courses from colleges not regionally accredited will not be accepted in transfer.

- A grade of C+ will be determined when the college does not use plus (+) and minus (-) by having the student be responsible for providing the proof that the grade is a C+. A numerical grade of 77-79 will be considered a C+.

- Nursing courses from the transferring institution will be considered for credit and placement if the student received the minimum passing grade, as indicated in the course syllabus from the transferring institution, and meets all other transfer policies as listed above.

STRATEGIES FOR SUCCESS

Nursing Programs are time intensive. Class hours are 1 contact hour to one credit hour and clinical hours are 3 contact hours to one credit hour.

Some of the following suggestions may assist students in time management and program success:

- Plan for two or more hours of preparation for each hour of class.
- Plan for at least four hours of preparation for each clinical experience.
- Plan for at least one hour of preparation for each hour of a college lab.
- Plan for additional service learning activities such as blood pressure screening clinics, bloodmobiles, health fairs, and college activities.
- Working can interfere with academic success. Be realistic about your work schedule.
- Students are strongly discouraged from working nights prior to a daytime clinical experience, class or college lab. Sleep deprivation may result in unsafe behaviors which jeopardize patient and student safety.
- Due to the interactive nature of teaching and learning in the nursing program, students should have convenient access to a Wi-Fi connection to support effective use of teaching and learning resources (i.e. digital textbooks and learning tools).
- A nursing student fee is assessed each semester to cover standardized assessment testing throughout the program and a National Council Licensure Exam for Registered Nurses (NCLEX-RN) review course at the end of the program. Standardized testing addresses students' potential for success in the program as well as success on the NCLEX-RN. Students should utilize this additional resource throughout the program as a means of ultimate preparation for the NCLEX-RN.

ADDITIONAL INFORMATION ABOUT CLINICAL LEARNING EXPERIENCES

- Clinical experiences may be assigned during daytime, evening or weekend hours.
- Clinical assignments in all courses are subject to change based upon availability of clinical sites and number of students in clinical groups.
- Clinical sites could be within an hour radius of the college, and may require a mandatory parking fee.
- Students must make their own travel arrangements during the program.
- Students will receive a packet of information at the time of acceptance to the program which outlines current nursing program specific immunization policies.
- A completed CT-CCNP Health Assessment Form (which document specific requirements for the nursing program) must be on file in accordance with college policy.
- Clinical learning experiences are planned as an integral part of the nursing courses and are held at a variety of healthcare settings, such as hospitals, extended care facilities, and selected community settings.
- Assignment of clinical sites is at the discretion of the nursing faculty.

Miscellaneous Information for Accepted Nursing Students

BASIC LIFE SUPPORT (BLS) CERTIFICATION
Students are required to provide documentation of current professional level certification in Basic Life Support for adult, child, and infant. Certification can only be earned through the **American Heart Association or the American Red Cross** and must remain current throughout the Program. Courses meeting this requirement are: The American Heart Association Basic Life Support (BLS) for Healthcare Providers **OR** the American Red Cross Basic Life Support for Healthcare Providers. Failure to comply will result in exclusion from the clinical learning experience.

CRIMINAL BACKGROUND CHECKS, TOXICOLOGY SCREENING & HEALTHCARE PROFESSIONAL/PRACTICE/LICENSURE OR REGISTRY RESTRICTIONS
Due to clinical learning affiliate requirements, criminal background checks and toxicology (drug) screening may be required for all CT-CCNP students prior to participation in clinical experiences. Students must follow instructions for obtaining a background and/or toxicology screening at college of attendance.
Students who are found guilty of having committed a felony/misdemeanor and/or are found to have a positive toxicology screen may be prevented from participating in clinical experiences in accordance with clinical learning facility policy. Results of student background checks and toxicology screening do <u>not</u> become a part of the student's educational record, as defined by the Family Educational Rights and Privacy Act ("FERPA"). If a student cannot participate in a clinical rotation at an assigned facility, the student will not be able to complete the objectives of the course and of the program.

FELONY CONVICTION
At the time of application for RN licensure an applicant will be asked the following question by the Connecticut Department of Public Health: "*Have you ever been found guilty or convicted as a result of an act which constitutes a felony under the laws of this state, federal law or the laws of another jurisdiction and which, if committed within this state, would have constituted a felony under the laws of this state?* If your answer is "yes", give full details, dates, etc. on a separate notarized statement and furnish a Certified Court Copy (with court seal affixed) of the original complaint, the answer, the judgment, the settlement, and/or the disposition." The Connecticut Department of Public Health review and make all decisions regarding these cases.

TECHNICAL STANDARDS OF THE RN STUDENT
The *Technical Standards* provided are in the **Student Handbook**, http://www.ct.edu/academics/nursing#docs, and reflect a sample of performance abilities and characteristics necessary to successfully complete the requirements of the nursing program. These standards are not admission requirements. The student is responsible for notifying the nursing director and the *Disability Services Coordinator* of conditions that may impact the student's ability to meet the *Technical Standards*.

HEALTH REQUIREMENTS
- **Immunization Requirements-** students will receive a packet of information describing current college policies.
- **CT-CCNP Health Assessment Form** - completed forms (which document specific requirements for the nursing program) must be on file in accordance with college policy.

PROGRAM COST
Tuition and fees for CT-CCNP students can be found at http://www.ct.edu/admission/tuition. Nursing students will incur additional fees including but not limited to a clinical program fee http://www.ct.edu/files/pdfs/CCC-FY20-Tuition-and-Fees-Extension-Fees.pdf , the CT-CCNP Student Assessment Fee and the Nursing Media Fee, http://www.ct.edu/files/pdfs/CCC-FY20-Tier2Fees.pdf. Additional expenses specific to the nursing program relate to essential requirements of the program such as clinical uniforms and supplies, health, immunization, toxicology screening, and background checks.

WAIVER OF LICENSURE GUARANTEE
Upon successful completion of the Associate in Science degree with a major in Nursing, the graduate meets the educational requirements to take the *National Council Licensure Examination* for Registered Nursing (NCLEX-RN). Graduation from the CT-CCNP does not guarantee licensure to practice nursing; licensure requirements and procedures are the responsibility of the *State Board of Nursing* where the graduate seeks to be licensed as an RN. Permission to take the NCLEX-RN examination is established by law and granted by each *State Board of Nursing*. For example, at the time of application for licensure as an RN in any state, an applicant may be asked about felony conviction. All licensure decisions regarding cases of felony convictions are made by the respective State Board(s) of Nursing.

FREQUENTLY ASKED QUESTIONS

In the past there was a College of Second Choice option, why is it no longer offered?

The College of Choice, formerly known as College of First Choice, waitlists have always assisted in filling open spaces at a college. Given this, there had been no need to utilize the College of Second Choice as an option. This option was often misunderstood by students to mean that admission would be considered by two colleges, when in fact the College of Second Choice was only utilized to fill open spaces after the initial waitlist was exhausted. The misunderstanding by students coupled with the lack of need for it has caused the CT-CCNP to remove this option from the application. If a college does go through their initial waitlist, students will be contacted in rank order for consideration at that particular college. Students have the right to refuse an offer of admission at that college and still remain on the waitlist at their College of Choice.

How can I change my College of Choice after I submit my nursing application?

Applicants may change their College of Choice by contacting the College currently selected prior to the February 1, 2021 deadline. All supporting materials must be provided by the applicant to the new College of Choice by the same deadline. Applicants cannot change the College of Choice after the application deadline.

What degree will I be awarded?

A graduate of the nursing program is awarded an Associate in Science degree and meets the educational requirements for licensure as a registered nurse.

Am I a Registered Nurse when I graduate from the program?

Graduation from the program does not guarantee licensure to practice nursing. The program prepares students to sit for the NCLEX-RN and provides them with the knowledge and skills necessary to succeed in the field of nursing. Students need to pass the NCLEX –RN and be approved by a state board of nursing in order to receive a license to practice nursing.

Does a student have a right to choose their clinical setting based on their town of residence or employment site?

The clinical sites are assigned by the faculty/course leader for the particular nursing semester and are not based on residence or employment considerations. Clinical sites could be within an hour radius of the college, and may require a mandatory parking fee.

When should I plan to take the TEAS that is required of all potential candidates?

It is recommended that students successfully complete the following courses: General Biology, Chemistry, Intermediate Algebra, and English Composition. Students should complete a review for the test by reading the manual and taking the practice exams. A study manual for the TEAS is available through www.atitesting.com.

Why do I have to submit all my college transcripts when some of the courses don't even count towards my GPA?

Although the student may not believe that anything will transfer into the program, the CT-CCNP requires that a student submit their entire academic history to ensure a complete picture of their academic background.

I am an LPN, how do I apply to the program?

LPN applicants must meet all the admission requirements of the nursing program (listed on page 7) and go through the same application process as all other applicants. If admitted to the program, the student would have their file reviewed by the Nursing Department at the college they will be attending to determine if the student is eligible for advanced standing. Prior to applying, LPN applicants are encouraged to seek advisement from one of the contact persons listed on page 4.

I was previously convicted of a crime; how will this impact my studies?

Please see "Miscellaneous Information for Accepted Students: Criminal Background Checks, Toxicology Screening & Healthcare, Professional/Practice/Licensure or Registry Restrictions" and "Felony Conviction" on page 17.

How is readmission to the nursing program handled should it be necessary?

Students may re-enter the CT-CCNP only once through reapplication or readmission. Readmission to the nursing program is based on a review of, but not limited to, reason for withdrawal from the program, academic achievement, clinical evaluations, and evidence of interim efforts to strengthen areas of weakness. Students should consult the CT-CCNP Nursing Student Handbook for additional information.

Nondiscrimination Policy

The Community College system of the state of Connecticut will not discriminate against any person on the grounds of race, color, religious creed, sex, gender identity or expression, age, national origin, ancestry, present or past history of mental disability, genetic information, marital status, mental retardation, sexual orientation, learning disability, or physical disability, including, but not limited to, blindness, or prior conviction of a crime, unless the provisions of sections 46a-60(b), 46a-80(b), or 46a-81(b) of the Connecticut General Statutes are controlling or there is a bona fide occupational qualification excluding persons in one of the above protected groups. With respect to the foregoing, discrimination on the basis of sex shall include sexual harassment as defined in section 46a-60(8) of the Connecticut General Statutes. Although it is recognized that there are bona fide occupational qualifications which provide for exception from employment prohibitions, it is understood these exceptions are to be applied pursuant to section 46a-68-33 of the administrative regulations.

Further, the system will not discriminate against any person on the grounds of political beliefs or veteran status.

The following individuals have been designated to handle inquiries regarding the non-discrimination policies at each college as the *Title IX and Section 504/ADA Coordinator(s).*

Capital Community College Josephine Agnello-Veley, Director, HR & Labor Relations, EEO Office /Title IX Coordinator (860) 906-5002, jagnello-veley@capitalcc.edu Helena Carrasquillo Counselor, Interim Disability Services Coordinator, ADA Coordinator (860) 906-5204, hcarrisquillo@capitalcc.edu	**Northwestern CT Community College** Ruth Gonzalez Director of Student Development, Title IX & Section 504/ADA Coordinator (860) 738-6315 rgonzalez@nwcc.edu
Gateway Community College Alese Mulvihill Interim Dean of Students & Title IX Coordinator (203) 285-2210 amulvihill@gatewayct.edu Ron Chomicz Student Accessibility Services, Section 504/ADA Coordinator (203) 285-2234 rchomicz@gatewayct.edu	**Norwalk Community College** Cathy Miller Director of Counseling, Title IX Coordinator, Section 504/ADA Coordinator (203) 857-3342 cmiller@norwalk.edu
Naugatuck Valley Community College Jacquie Swanson Assoc. Dir. of Human Resources, Title IX Coordinator (203) 575-8043 jswanson@nv.edu Robert Divjak Director of Facilities, Section 504/ADA Coordinator (203) 575-8235 rdivjak@nv.edu	**Three Rivers Community College** Maria Krug Student Services, Title IX Coordinator and Diversity Officer (860) 215-9208 mkrug@trcc.commnet.edu

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