Alvin Community College

Vocational Nursing

Program Information and Application Instructions

CLICK HERE TO APPLY!
Application Period Oct 12 – Nov 16, 2017
Classes begin June 2018
(last modified 9/14/2017)
We’re glad that you’re interested in the Alvin Community College (ACC) Vocational Nursing (VN) program! Vocational Nursing can be an exciting and rewarding career, and LVNs are in demand in Texas.

A new Vocational Nursing program begins each June. The application period is during the Fall semester before the program’s start date. The begin/end dates of the application period are on the cover page of this packet and also on the VN web page at http://www.alvincollege.edu/LVN. The completed VN application and required supporting documents MUST be submitted by the VN application deadline.

By the end of January, you will be emailed as to whether you are conditionally accepted, or not accepted. So please keep your email address(es) current with the VN department and make sure Alvin Community College emails go to your inbox rather than your junk or spam folder. Email is the official means of communications from ACC to students.

STEPS FOR APPLYING

MINIMUM REQUIREMENTS

- You must meet the following minimum requirements by the nursing application deadline to be eligible to apply to the VN program. If you do not meet these minimum requirements your application will not be considered.

- **GPA**: There is NO GPA requirement because there are NO pre-requisite courses for the VN program and no general education courses in the VN certificate.

- **HESI A2 test scores**: You must make at least 70 for the reading section and at least 65 for the cumulative score. You can make less on other sections (except for reading) as long as the cumulative score is at least 65. See the “TAKE THE HESI A-2 TEST” in this packet for more details.

- Complete steps 2 through 7 below by the nursing application deadline.

1. **U.S. CITIZENS APPLY to ACC** at [http://www.alvincollege.edu/StepstoGettingStarted.aspx](http://www.alvincollege.edu/StepstoGettingStarted.aspx)

   **INTERNATIONAL STUDENTS APPLY to ACC** at [http://www.alvincollege.edu/International-Students](http://www.alvincollege.edu/International-Students)

   - You must be admitted to ACC before you can apply to the VN program.
   
   - If it has been a year or more since you last applied to ACC or took courses at ACC, you may need to re-apply to ACC. The registrar’s office discards transcripts after a year if you did not take courses. Check with the Admissions Office if you are unsure: 281-756-3531.

   - You must meet all college admissions requirements, in addition to all nursing requirements, in order to be eligible to enroll in nursing programs. Please refer to the College Catalog and work with the Admissions Department to be sure you meet all college admission requirements.

2. **APPLY TO VOCATIONAL NURSING** at [http://www.alvincollege.edu/VN.aspx](http://www.alvincollege.edu/VN.aspx)

   - After submitting your VN application, periodically return to the status screen at the above link to verify confirmation of VN application steps you have completed. ALLOW UP TO 5 BUSINESS DAYS AFTER YOU SUBMIT YOUR APPLICATION OR COMPLETE A STEP to see that steps have been checked off on the status screen.

   - If you have problems or questions about doing the VN application, please contact the VN department.

   - **DO NOT** turn in a printed VN application. We can print it if we need to.

   - Anyone who previously applied, must submit a new application for the June 2018 VN program.
3. **ATTEND A MANDATORY APPLICANT MEETING** (schedule on next page).
   - At the meeting you will be given a folder to hold any documents you may bring.
   - Turn in your folder at the end of the meeting, DO NOT leave the meeting with your folder.
   - Anyone who previously attended an applicant meeting must still attend a meeting for this application period.
   - Anyone who has been a member of a previous ACC VN class, must attend another applicant meeting for this application period.

4. **TURN IN HEPATITIS-B PROOF** at the applicant meeting
   - Bring EITHER proof of at least the first Hepatitis-B injection OR proof of Hepatitis-B immunity (called a “titer”) to the applicant meeting. Turn in a COPY of your Hep-B proof, DO NOT turn in the original record.
   - There is no time limit on Hep-B injections; there is a 5-year time limit on the Hep-B titer.
   - If you decide to turn in a titer, it must have been done at least two months after the third Hep-B shot; otherwise the titer may give inaccurate results.
   - If you are not able to turn in Hep-B proof at the applicant meeting, you must turn it in to the VN office by the nursing application deadline.

5. **TAKE THE HESI-A2 TEST** either before or after the applicant meeting
   - We use only the HESI A2 test for nursing admission. You cannot substitute any other test. A high enough HESI-A2 test score, by the nursing application deadline, is mandatory for all VN applicants regardless of educational background or college degrees you may already have - no exceptions.
   - Five test sections are required: Math, Reading Comprehension, Vocabulary & General Knowledge, Grammar, and Anatomy & Physiology. You have to make at least 70 for the reading section and at least 65 for the cumulative score.
   - Test scores must be 5 years old or less as of the nursing application deadline.
   - The VN department must receive all test scores by the nursing application deadline.
   - See "HESI-A2 TEST INFORMATION" later in these instructions for more details.

6. **COLLEGE TRANSCRIPTS**
   - The VN department DOES NOT need any college transcripts UNLESS you want to substitute BIOL 2401/2402 (Anatomy & Physiology I & II) for the VN A&P course. You must have BOTH courses for them to be accepted. No other courses will transfer into VN.
   - If you are transferring BIOL 2401/2402 into VN, have an official transcript showing the BIOL grades sent to the ACC Registrar. DO NOT send it or bring it to the VN department.
   - For more details, read in "Frequently Asked Questions": "Can I substitute courses for VN courses"
   - Students with A&P credits from foreign institutions must have foreign transcripts evaluated by an approved service and submit the official evaluation of foreign credits to the ACC registrar. ACC-approved evaluation services are in the ACC College Catalog under the heading "Evaluation of Credit from Foreign Institutions"

7. **HIGH SCHOOL PROOF**
   - The Texas Board of Nursing requires proof of high school completion for all VN applicants, regardless of any college education and/or degree(s) you may have.
   - For further instructions, read "How do I turn in proof of high school" in the "Frequently Asked Questions" section of this packet.

8. **DO NOT TURN IN ANYTHING ELSE** besides what is listed in steps 1 through 7.
   You will be told what additional items to turn in if you are accepted into the program.
ANDATORY APPLICANT MEETINGS FOR
VN PROGRAM, JUNE 2018 ADMISSION

Applicants for the June 2018 VN admission must attend one applicant meeting from the schedule below. No reservation is required. Anyone who attended a previous VN applicant meeting must still attend one of the meetings below. Anyone who was a former VN student must attend another meeting below. Applicants residing out of state should contact the VN department. You may NOT substitute ADN meetings for VN meetings.

Meetings start promptly on schedule. Plan your route ahead of time and allow enough time to arrive before the meeting starts. Anyone arriving late to a meeting may not get credit for attending that meeting. DO NOT BRING CHILDREN.

APPLICANT MEETING SCHEDULE
BUILDING S, ROOM S-105 DO NOT BRING CHILDREN.

<table>
<thead>
<tr>
<th>Time</th>
<th>Date</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 pm</td>
<td>10-12-2017</td>
<td>S-105</td>
</tr>
<tr>
<td>3 pm</td>
<td>10-19-2017</td>
<td>S-105</td>
</tr>
<tr>
<td>3 pm</td>
<td>11-2-2017</td>
<td>S-105</td>
</tr>
<tr>
<td>3 pm</td>
<td>11-9-2017</td>
<td>S-105</td>
</tr>
<tr>
<td>3 pm</td>
<td>11-16-2017 **</td>
<td>S-105</td>
</tr>
</tbody>
</table>

** 11-16-2017 is the last meeting & the application deadline for the June 2018 VN admission.

All required documentation is due by the above deadline including:

1) Official transcripts in Registrar’s office showing BIOL 2401/2402 grades if applicable.
2) Proof of completing high school level education due in VN office.
3) HESI-A2 scores due in VN office.
   (exception: tests taken by the above deadline at ACC; we will wait for the scores to come in even if they come after the deadline)
4) Proof of either the first Hepatitis-B shot or proof of Hepatitis-B immunity due in VN office.
5) Attended a VN applicant meeting.
6) Submitted an on-line VN application.

Completed Applications: Those who complete all VN application steps and meet minimum admission criteria are considered for admission. It is your responsibility to check your on-line application status screen regularly, and make sure you have completed all VN application steps by the above deadline. To contact the VN office you may email nursing@alvincollege.edu or call 281-756-5630.

Selection for Admission: Admission to the VN program is competitive. There are no pre-requisite courses for the VN program so GPA is not considered. Applicants are ranked primarily according to their HESI-A2 exam scores; further details are in this application packet. Additional consideration will be given to those who (1) reside within the ACC tax district; and/or (2) have a score of 85 or higher on the HESI Math section; and/or (3) have completed BOTH BIOL 2401/2402 (Anatomy & Physiology I & II) with a grade of “C” or better within 5 years of the VN application deadline. There is no BIOL extra credit if you only have a grade in one of the BIOLs at the time of the VN application deadline. To find out if you live in the ACC tax district, call the ACC Admissions Office 281-756-3531.

Program Requirements: Program requirements are discussed during the VN applicant meeting and published in the ACC Catalog. After initial acceptance and as a contingency for final acceptance, VN applicants must (1) satisfactorily complete a drug screen conducted by an agency designated by the VN department; and (2) obtain two clear background checks: (a) an FBI background check required by the Texas Board of Nursing; and (b) an additional background check conducted by an agency designated by clinical affiliates. In addition, applicants who are accepted must complete a physical exam and submit proof of completing all required lab tests and immunizations, including completing the Hepatitis-B series by the VN orientation date before class starts.

Sincerely,

Melinda Wallace, R.N.
Director, Vocational Nursing
HESI-A2 TEST INFORMATION

- Health Education Systems, Inc. (HESI) is a company that produces tests which assist in evaluating whether nursing applicants have the knowledge and skills to be successful in nursing school.

- The Alvin Community College nursing programs require applicants to make a high enough score on the HESI Admission Assessment Exam (HESI-A2 test) in order to be considered for admission. An acceptable HESI-A2 test score is mandatory for all nursing applicants regardless of educational background, no exceptions. You may not substitute any other test scores for HESI test scores.

HESI-A2 DATES & REGISTRATION

- Register for HESI-A2 at ACC – go to www.alvincollege.edu, click on “Marketplace” at the top of the screen, click on “Testing Center” on the left side of the screen, then click on the “HESI” icon for open test dates and instructions for registering for HESI-A2. The test date you select MUST BE ON OR BEFORE THE NURSING APPLICATION DEADLINE.

- HESI-A2 test dates at ACC - If you don’t see a test date in the time range that you want at the above web page, either those dates are already full, or dates in that time range have not been opened yet. You will have to check back later to see if desired dates show up on the web page, or call the Testing Center to find out whether they will offer the HESI on desired dates 281-756-3531.

- HESI-A2 at other locations - there is no single web page that lists all HESI dates & locations. To take the HESI-A2 elsewhere, you will have to find a testing location yourself and ask them when their test dates are. Check with colleges that have nursing programs; some of them probably offer the HESI-A2.

HESI-A2 DEADLINE

- If you take the HESI-A2 at ACC, the deadline to take it is the nursing application deadline. The nursing office automatically gets your scores within 2 days after you take the test. If you take the test at ACC on the deadline or close to the deadline, it is OK if your scores come back after the deadline.

- If you take the HESI-A2 elsewhere, THE SCORE REPORT MUST REACH THE NURSING OFFICE BY THE NURSING APPLICATION DEADLINE. It could take the HESI company a week or longer to send the report, so make sure you take the HESI early enough that the report has time to reach the nursing office by the deadline. HESI TESTS TAKEN AT LOCATIONS OTHER THAN ACC ARRIVING AFTER THE NURSING APPLICATION DEADLINE WILL NOT BE ACCEPTED.

HESI-A2 TEST SCORE CRITERIA

- You must take all of these five sections of the HESI-A2 test: Math, Reading Comprehension, Vocabulary & General Knowledge, Grammar, and Anatomy & Physiology.

- Minimum required scores:
  (1) at least 70 on the Reading Comprehension section; and
  (2) at least 65 for the Cumulative score, which is the average of the above sections.
  The above minimums are ABSOLUTE CUTOFFS – we do NOT round up scores to meet these minimums.
  (3) there is no minimum Math score, but those making 85 or higher will receive additional consideration for admission.
  The VN department does not count any other sections and does not count the Critical Thinking test.

- Section scores may be combined from two or more tests subject to the waiting period for any re-takes of individual sections described under “Re-Taking the HESI-A2”.

- Scores must be from HESI-A2 tests taken no more than 5 years ago as of the nursing application deadline; otherwise the scores are too old and you will have to re-take the above sections.

RE-TAKING THE HESI-A2

- You may re-take sections you want to improve on; there is a 30-day waiting period between re-takes.

- HESI sections re-taken 30 or more days apart: the highest score of all re-takes of that section will be used when we calculate your cumulative score.

- HESI sections re-taken less than 30 days apart: the earlier section score will be used regardless of which score is the highest.

- All re-takes must comply with the "HESI-A2 deadline" and "HESI-A2 test score" paragraphs.
COST OF THE HESI-A2 TEST

- It costs $74 (price subject to change without notice) to take the HESI-A2 at Alvin Community College regardless of how many sections of the test you take.
- The cost is set by each testing location, so it may cost more or less to take the HESI-A2 elsewhere.

GETTING YOUR HESI SCORES TO THE ACC NURSING DEPARTMENT

- If you take the HESI-A2 at ACC, the nursing department automatically gets your scores 2 days later. **DO NOT PAY TO HAVE ACC SCORE REPORTS SENT** because we will automatically get those.
- If you take the HESI A2 **elsewhere**, you must pay a fee to have the company email the official score report (called a "HESI transcript") to the nursing office at nursing@alvincollege.edu
  - For instructions on how to do this, go here: [http://help.elsevier.com/app/answers/detail/a_id/2449/p/8640/c/9053/kw/how%20do%20I%20request%20a%20copy%20of%20my%20HESI%20transcript](http://help.elsevier.com/app/answers/detail/a_id/2449/p/8640/c/9053/kw/how%20do%20I%20request%20a%20copy%20of%20my%20HESI%20transcript)
  - It could take two weeks or more for the company to email the score report, so be sure you request the report in time for it to get to the nursing office by the nursing application deadline. Score reports arriving after the nursing deadline will not be accepted.
  - **WE DO NOT ACCEPT HESI SCORE REPORTS FROM NURSING APPLICANTS**

PREPARING FOR THE HESI-A2 TEST

- A good way to prepare for the HESI-A2 is to buy a study guide specifically for this exam. One such guide is *HESI Admission Assessment Exam Review, 4th edition*. You can buy this from the ACC book store ([http://www.alvinccstore.com](http://www.alvinccstore.com)) or online at sites such as Amazon or Barnes & Noble by searching on "HESI-A2".
- The study guide will include samples of test questions as well as information regarding test question formats. It will highlight important concepts and provide tips for studying and test-taking.
- There are online tools available through Apple’s iTunes App Store that some people have found beneficial (such as pocketprep™)
- Alvin Community College does not currently offer any HESI prep courses. You may be able to find prep courses by googling on "HESI-A2 prep course".

OTHER HESI INFORMATION

- To find out if there are additional HESI-A2 test dates at ACC, or whether a test date is still open, or details about HESI testing procedures, or payment/cancellation/refund procedures, call the Testing Center 281-756-3531.
- If you have a documented disability and may need accommodations for testing, contact Eileen Cross 281-756-3533 or ecross@alvincollege.edu BEFORE registering for or taking the HESI-A2.
- **IF YOU INTEND TO USE YOUR HESI SCORES TO APPLY TO MORE THAN ONE NURSING SCHOOL,**
  - You need to find out whether the other nursing school requires the HESI to be taken on their campus (some schools will not accept HESI scores taken off-campus).
  - If they do require HESI to be taken at their campus, you should take the HESI there and then pay to have an official score report emailed to the Alvin Community College nursing office. Then you can use your HESI scores to apply to both ACC and to the other nursing school.
  - Note - if the HESI you take at the other college does not include some of the sections we require, you will have to take those sections either at ACC or another school that offers those sections.
Vocational Nursing Certificate (CIP-59.3901)  281-756-5630

Purpose: The purpose of the Alvin Community College Vocational Nursing Program (ACC VN Program or VN Program) is to provide a Texas Board of Nursing (BON) approved educational curriculum designed to prepare students to be eligible to write the National Council of State Boards of Nursing License Exam for Practical Nurses (NCLEX-PN) after the student has successfully completed the VN program. Those passing this examination will become licensed to practice Vocational Nursing in the State of Texas. The program delivers the instruction necessary for the LVN to function, at an entry level, in the following roles: as a member of the profession, as a provider of patient centered care, as a patient safety advocate, and as a member of the healthcare team. LVN practice is a directed scope of practice. VA nurse licensure enables the nurse to care for clients with predictable health care needs in a variety of healthcare settings while under the supervision of a registered nurse, advance practice registered nurse, physician’s assistant, physician, dentist or podiatrist.

Accreditation: The program is fully approved by the Texas Board of Nursing (BON). The stated mission of the BON is to protect and promote the welfare and safety of the people of Texas by ensuring that each person holding a license as a nurse in the State of Texas is competent to practice safely.

Procedure for Program Application for Conditional Admission: A new class starts at the beginning of each 11-week summer semester. Enrollment is limited to 30-50 qualified applicants per class. The number of students accepted will depend upon instructor and clinical site availability. To be considered for conditional admission to the ACC VN program, the applicant MUST complete the following steps by the application deadline, although the steps do not have to be completed in the order in which they are listed:

1. Be fully admitted to the college, then submit a completed online VN application at www.alvincollege.edu/VN during application period. See the VN web page for exact dates of application period. Applications may be accessed on the web page on the first day of the application period and will not be accepted after the close of the application period.
2. Attend a Vocational Nursing applicant meeting. Check the VN web page for meeting location, dates, and times. The last meeting is conducted on the application deadline date. All initially required application documents (3-5 below) should be turned in at an applicant meeting. Those arriving late to an applicant meeting may not receive credit for attendance. CHILDREN ARE NOT ALLOWED TO ATTEND.
3. Provide proof of official high school level education. This is a BON requirement. Proof of college attendance or graduation is not acceptable. The VN program does not accept foreign high school credits. They must be evaluated by U.S. equivalency by an ACC approved transcript evaluation service provider. You will find a list of approved companies in the “Academic Policies & Regulations” section of this catalog. The original transcript evaluation document must be submitted to the VN department.
4. Submit HESI A2 exam scores to the VN department. Applicants are required to take the following sections of the exam: Math, Reading, Comprehension, Vocabulary & General Knowledge, Grammar and Anatomy & Physiology. VN applicants may combine section scores from different HESI exams. If an applicant wishes to repeat the entire exam, or repeat specific sections, at least 30 days must elapse prior to retesting. HESI A2 scores for all required test sections must be less than five years old as of the application deadline. If the exam is taken at ACC, the VN department automatically receives a score report. If the exam is taken elsewhere, you must have the results sent to nursing@alvincollege.edu. It may take up to 2 weeks for us to receive them. Plan accordingly; we MUST receive the exam scores no later than the application deadline.
5. Submit proof of Hepatitis-B (HBV) vaccine injection #1, or proof of HBV immunity (a titer).

Selection for Admission: Admission to the VN program is competitive. There are no prerequisite courses for the VN program. After the application deadline, applicants are primarily ranked according to their HESI A2 exam scores. Applicants must achieve a reading comprehension score of 70% or better and a composite score of 65% or better. Additional admission preference is given to applicants achieving the required HESI exam scores if they:
1. Live in district for Alvin Community College. To determine if you reside within the district, contact the Admissions Office at 281-756-3531.
2. Have completed Biology 2401 Anatomy & Physiology I and Biology 2402 Anatomy & Physiology II by the application deadline. The grade attained in each course must be a “C” or better and must be no more than 5 years old as of the application deadline.
3. Although there is no minimum requirement for HESI A2 math scores, those scoring 85% or above on the math section receive additional admission consideration.

Program Information:
1. The total cost for the VN Program is approximately $5,700 for students living in district and approximately $7,700 for students living out-of-district. This includes tuition and fees, HESI A2 fee, required CPR certification, malpractice insurance, books, miscellaneous supplies, uniforms, plus costs related to graduation and licensure. The cost of personal health insurance and transportation are the student’s responsibility.
2. The VN program reserves the right to dismiss, at any time, any student. The reasons for dismissal include, but are not limited to, the infractions listed in BON rule #214.8. The VN Program adheres to ACC Academic Dishonesty & Integrity policies and procedures.
3. The program consists of both academic courses and associated clinical learning experiences as required by the BON. The student must demonstrate the ability to meet the course objectives identified in each academic course plus the learning and skill performance objectives identified for each clinical course in order to progress in the program.
4. The ACC VN program is affiliated with a variety of healthcare facilities in order to provide the clinical experiences required by the BON. The days and shifts available for clinical vary from facility to facility. Clinical assignments can be in any geographical area in Brazoria County or the counties surrounding it. Clinical hours can be scheduled for any hour on any day of the week.
5. Requirements that must be met by the deadlines listed in the instructions sent to students after they are initially accepted. The instructions give specific directions for completing the following steps:
   a. Attend the VN Program orientation for the class of 2018-2019 (date & time TBD).
   b. Have healthcare provider complete, sign, and date a “Statement of Fitness,” VN department will provide the form.
   c. Pay for and complete two criminal background checks. Results of background checks must be deemed as satisfactory according to VN Program policy, the requirements of VN clinical affiliates, and must meet the eligibility criteria, as determined by the BON that will allow graduated students to write for the NCLEX-PN. A social security number is required and will be verified during the background check. One of the background checks done by a private firm and is required by clinical affiliates. The other is a DPS/FBI background check that the Texas Board of Nursing requires for all nursing programs. See VN application instructions at www.alvincollege.edu/VN for further information about VN criminal background checks.
   Note: Persons convicted of a felony offense, those who have received deferred adjudication for a felony offense, and those appealing a felony conviction, are not eligible for admission to the ACC VN Program. The ACC VN program defines the term “conviction” as BON rule 213.1.12 does. This policy is applicable even when a prospective student has filed a “Petition for Declaration of Fore” with the BON and received the BON consent to sit for the NCLEX-PN after graduation from an approved VN program.
   d. Pay for and submit a urine drug screen. This is done on program orientation day, the screen must be negative in order to maintain your accepted student status.
   e. Obtain CPR certification from the American Heart Association, it must be for Basic Life Support (BLS) for Healthcare Providers.
f. Provide proof of the following:
   a. Up-to-date immunizations or proof of immunity – measles mumps, rubella (titer required), tetanus, diphtheria, pertussis (pertussis booster required after age 18), varicella (titer required), all 3 injections of the Hepatitis B vaccine series (or a titer indicating Hepatitis B immunity), and seasonal flu.
   b. Negative TB screen (PFT), skin test, Quantiferon blood test, or chest x-ray performed specifically for TB screening purposes.
   c. Pay for lab supplies.
   d. Order and pay for VN uniforms on program orientation day.

Transfer Students / Readmission Students:

1. Applicants from ADN or VN programs not affiliated with ACC are considered new students. They must apply during the application period, meet & abide by the current VN admission, curriculum, and program requirements. Courses from other ADN or VN programs will be evaluated for transfer on an individual basis by the VN Department Chair. The courses must be no older than 2 years as of the application deadline. If the VN Department Chair finds the course content suitable for transfer, evidence of competency in these previously completed nursing courses will be required before the courses are accepted for transfer. This will be accomplished by a written exam and may include clinical skills competency demonstration. The student must pass the competency testing in order for these courses to be accepted.

2. ACC ADN students who wish to join the VN program may apply. If the student must enter VN program in the first semester, they must apply to the program along with all other applicants. They must meet & abide by the current VN admission, curriculum, and program requirements.

3. ACC ADN students who wish to enter the VN program in the fall semester will be placed on a wait list after filling out an application. The students will be admitted on a space available basis if they meet & abide by the current VN admission, curriculum, and program requirements. Evidence of competency in previously completed nursing courses will be required before the courses are accepted. This will be accomplished by a written exam and may include clinical skills competency demonstration. The student must pass the competency testing in order to be admitted.

4. ACC VN students who fail to complete the program in the first semester and wish to make a second attempt must reapply to the program. They will then be ranked for admission along with all other applicants. They must meet & abide by the current VN admission, curriculum, and program requirements.

5. All students are allowed two attempts, maximum, to complete the program. For returning VN students entering in the second or third semester, the second attempt must be made within 1 year of the previous withdrawal from the program.

6. ACC VN students who complete the summer semester successfully, but fail to complete the fall semester may return for one further attempt. The second attempt must be made within 1 year of the previous withdrawal from the program. They must complete a new program application, and must meet & abide by the current VN admission, curriculum, and program requirements. The student will then be placed on a wait list and admitted as space permits. Evidence of competency in previously completed VN courses will be required before the courses are accepted. This will be accomplished by a written exam and may include clinical skills competency demonstration. The student must pass the competency testing in order to be admitted.

The ACC VN program does not readmit VN students, or accept students from other nursing programs if they:
   - failed clinically, or;
   - were dismissed for professional behavior issues, or;
   - committed acts of academic dishonesty.

Progression and Dismissal Policies:

1. The VN program is a block scheduled program with one entry point and one exit point. A new cohort enters each June and exits the following May.

2. All courses are taken in the same sequence and at the same time by all students. Course sequencing is shown in the curriculum below.

3. In classes that have both a classroom and clinical component, the student must attain a 75 % or greater average in both components. If a student receives a grade of less than 75 % average in either component, the student cannot continue either course or any co-requisite courses. The student must withdraw from the program and, if eligible, reapply to the program within the required time-frame.

4. The maximum allowable number of absences in any semester (16 weeks) is eight per academic course, and one total for clinical. The maximum allowable absences in the fall and spring semesters (nine weeks each) is three per academic course and two total for clinical. For classroom courses, late is defined as more than 15 minutes after the beginning of class. See the VN Student Handbook for policies regarding being late to clinical assignments. Three instances of being late to a class or clinical equal one absence in that class or clinical.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>WNSG 1122</td>
<td>Vocational Nursing Concepts</td>
<td>1</td>
</tr>
<tr>
<td>WNSG 1160</td>
<td>Clinical I - Vocational Nurse</td>
<td>1</td>
</tr>
<tr>
<td>WNSG 1227</td>
<td>Essentials of Medication Administration</td>
<td>2</td>
</tr>
<tr>
<td>WNSG 1420</td>
<td>Anatomy &amp; Physiology for Allied Health</td>
<td>4</td>
</tr>
<tr>
<td>WNSG 1423</td>
<td>Basic Nursing Skills</td>
<td>4</td>
</tr>
<tr>
<td>WNSG 1329</td>
<td>Medical-Surgical Nursing I</td>
<td>3</td>
</tr>
<tr>
<td>WNSG 1331</td>
<td>Pharmacology</td>
<td>3</td>
</tr>
<tr>
<td>WNSG 1332</td>
<td>Medical-Surgical Nursing II</td>
<td>3</td>
</tr>
<tr>
<td>WNSG 1695</td>
<td>Clinical III - Vocational Nurse</td>
<td>6</td>
</tr>
<tr>
<td>WNSG 1219</td>
<td>Leadership &amp; Professional Development</td>
<td>2</td>
</tr>
<tr>
<td>WNSG 1226</td>
<td>Gerontology</td>
<td>2</td>
</tr>
<tr>
<td>WNSG 1230</td>
<td>Maternal-Newborn Nursing</td>
<td>2</td>
</tr>
<tr>
<td>WNSG 1234</td>
<td>Pediatrics</td>
<td>2</td>
</tr>
<tr>
<td>WNSG 1301</td>
<td>Mental Health &amp; Mental Illness</td>
<td>3</td>
</tr>
<tr>
<td>WNSG 1691</td>
<td>Clinical III - Vocational Nurse</td>
<td>6</td>
</tr>
</tbody>
</table>

Total Credits Required for Vocational Nursing Certificate ............................................. 44

* Capstone Course
The purpose of background checks is to:
1. Comply with clinical affiliates who may require a student background check as a condition of their contract
2. Provide early identification of students who may have difficulty meeting Texas Board of Nurse Examiners (BON) eligibility for licensure requirements and VN program requirements
3. Promote early submission by students of petition for a declaratory order from the BON
4. Promote and protect patient/client safety

Two criminal background checks must be conducted as a condition of full acceptance after your initial acceptance into the ACC Vocational Nursing (VN) program and before you may enroll in any nursing course:

1. A criminal background check required by our clinical affiliates and conducted by a college-designated private agency. Results of the private agency background check are sent directly to the VN Department Chair. The results must be satisfactory. The student pays the cost of the private agency background check directly to the agency.

2. A DPS/FBI background check mandated by the Texas Board of Nursing (BON). If the student has a satisfactory outcome with the BON-mandated background check, the BON will mail a “Blue Card” to the student stating this. If a positive criminal history is revealed during the BON-mandated DPS/FBI background check, the BON will send the student a letter requesting a “Petition for Declaratory Order” from the student. For more information on submitting a “Petition for Declaratory Order”, see below. **A CONDITION OF FULL ACCEPTANCE INTO THE VN PROGRAM IS THAT THE STUDENT MUST PRESENT AN ORIGINAL BLUE CARD FROM THE BON OR AN ORIGINAL DECLARATORY ORDER OUTCOME LETTER FROM THE BON (STATING STUDENT IS ELIGIBLE TO TAKE NCLEX-PN AT A FUTURE DATE) BY THE ORIENTATION DATE BEFORE CLASS STARTS. NO EXCEPTIONS. IF A PROSPECTIVE STUDENT RECEIVES AN OUTCOME LETTER THAT CONTAINS AN “AGREED ORDER”, THE OUTCOME LETTER AND THE AGREED ORDER MUST BE SUBMITTED TO THE VN PROGRAM DIRECTOR FOR REVIEW.**

Student Rights: If the student believes their background information is incorrect, the student is responsible for providing the evidence of the inaccuracy of the information to the investigating agency. The student will not be able to enroll in the nursing program until the question is resolved.

Board of Nursing Petition for Declaratory Order

A student who has any criminal offense other than a very minor traffic violation, or has been diagnosed with mental illness, or has a history of substance abuse (i.e. the answer is “yes” to any of questions on the next page), is eligible for admission into the VN program **ONLY** if the student has:

1. Submitted a Petition for Declaratory Order to the Texas Board of Nursing (BON) requesting the BON to further investigate their situation. The form and instructions are at http://www.bne.state.tx.us/pdfs/forms_pdfs/initial_licensure_recognition_pdfs/declaratoryorder_pdfs/DOAPP2014.pdf

   **AND**

2. Received a written response to the Petition for Declaratory Order from the BON stating the student is eligible to take the NCLEX-PN in the future.

Depending on the complexity of the student’s situation/background and the BON’s workload, it may take a minimum of 6 months to 2 years for the BON to process the student’s Petition for Declaratory Order. The BON determines eligibility for future licensure on a case-by-case basis. For criminal incidents, the BON considers severity of the offense, how long ago the offense was committed, and the behavior of the individual since the incident.

**IF YOU CAN ANSWER "YES" TO ANY OF THE QUESTIONS ON THE NEXT PAGE, IT IS STRONGLY ADVISED THAT YOU BEGIN THE DECLARATORY ORDER PROCESS NOW. You do not have to wait to hear whether you are conditionally accepted to the VN program in order to submit a Petition for Declaratory Order to the BON.**

If you are able to answer “NO” to all questions on the next page, DO NOT submit a Petition for Declaratory Order to the BON. You do a DPS/FBI background check only if you are conditionally admitted to the VN program, and the VN program notifies you to do it.

Satisfactory criminal background check findings are determined by the licensure eligibility criteria established by the BON and standards mandated by clinical affiliates and VN program policy.

**APPLICANTS WHO ARE CONVICTED OF A FELONY, APPEALING A FELONY CONVICTION, OR HAVE A DEFERRED ADJUDICATION FELONY, ARE NOT ELIGIBLE FOR ADMISSION TO ALVIN COMMUNITY COLLEGE NURSING PROGRAMS. THIS POLICY IS APPLICABLE EVEN IF A PROSPECTIVE STUDENT HAS FILED A “PETITION FOR DECLARATORY ORDER” WITH THE BON AND RECEIVED BON CONSENT TO SIT FOR THE NCLEX-PN AFTER GRADUATION FROM AN APPROVED VN PROGRAM. "Conviction" is defined in Texas Administrative Code Chapter 213, RULE §213.1, #12**
Texas Board of Nursing (BON) Licensure Eligibility Questions

Can you answer “yes” to any of the questions below?

If you can answer "yes" to any of the questions below, you should submit a Petition for Declaratory Order to the BON promptly according to information on the previous page.

If you are able to answer "no" to ALL of the questions below, DO NOT do the Petition for Declaratory Order.

1) For any criminal offense (adult or juvenile), including those pending appeal, have you:
   A. been convicted of a misdemeanor? (You may only exclude Class C misdemeanor traffic violations.)
   B. been convicted of a felony?
   C. pled nolo contendere, no contest, or guilty?
   D. received deferred adjudication?
   E. been placed on community supervisor or court-ordered probation, whether or not adjudicated guilty?
   F. been sentenced to serve jail or prison time? Court-ordered confinement?
   G. been granted pre-trial diversion?
   H. been arrested or any pending criminal charges?
   I. been cited or charged with any violation of the law?
   J. been subject of a court-martial; Article 15 violation; or received any form of military judgment/punishment/action?

   **NOTE: Expunged and Sealed Offenses:** While expunged or sealed offenses, arrests, tickets, or citations need to be disclosed, it is your responsibility to ensure the offense, arrest, ticket or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to our office with your application. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, will at a minimum, subject your license to a disciplinary fine. Non-disclosure of relevant offenses raises questions related to truthfulness and character.

   **NOTE: Orders of Non-disclosure:** Pursuant to Tex. Gov’t Code § 552.142(b), if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure may become a character and fitness issue. Pursuant to other sections of the Gov’t Code chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is the subject of an order of non-disclosure. If the Board discovers a criminal matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board may require you to provide information about that criminal matter.

2) Are you currently the target or subject of a grand jury or governmental agency investigation?

3) Has any licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a professional license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?

4) Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?

5) Within the past five (5) years have you been diagnosed with, treated, or hospitalized for any of the following: schizophrenia and/or psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder?

If you are licensed as an LVN in the State of Texas and are currently participating in the Texas Peer Assistance Program for Nurses you may answer “NO” to questions #4 and #5.

*** DO NOT turn this page in to the nursing department! ***
This page is for your information only!
ALVIN COMMUNITY COLLEGE
APPROXIMATE COST for 1-YEAR VN PROGRAM

<table>
<thead>
<tr>
<th>Semester</th>
<th>VN Credit Hours</th>
<th>ACC Tuition</th>
<th>ACC Fees</th>
<th>Course Fees</th>
<th>Required Texts</th>
<th>Additional Expenses see below</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>In-district</td>
<td>Out-of-district</td>
<td>Out-of-state</td>
<td>In-district</td>
<td>Out-of-district</td>
<td>Out-of-state</td>
</tr>
<tr>
<td>FIRST</td>
<td>12</td>
<td>552</td>
<td>1104</td>
<td>1716</td>
<td>289</td>
<td>333</td>
<td>752</td>
</tr>
<tr>
<td>SECOND</td>
<td>15</td>
<td>690</td>
<td>1380</td>
<td>2145</td>
<td>310</td>
<td>276</td>
<td>240</td>
</tr>
<tr>
<td>THIRD</td>
<td>17</td>
<td>782</td>
<td>1564</td>
<td>2431</td>
<td>324</td>
<td>40</td>
<td>322</td>
</tr>
<tr>
<td>TOTAL</td>
<td>44</td>
<td>2,024</td>
<td>4,048</td>
<td>6,292</td>
<td>923</td>
<td>649</td>
<td>1,108</td>
</tr>
</tbody>
</table>

ADDITIONAL EXPENSES - $1,095

**First Semester**
- Uniform (varies by size and gender) 100
- Nurse Pack 129
- Criminal Background Check - PreCheck 50
- Criminal Background Check - BON DPS/FBI 50
- Drug Screen 40
- Physical exam, TB test, immunizations (1) varies
- Health Insurance (recommended) (2) varies
- Transportation to clinical sites (3) varies
- CPR card 95
- HESI-A2 test fee 74

Subtotal $538

**Last Semester**
- Licensure Application fee - Texas BON 100
- NCLEX-PN Registration 200
- NCLEX-PN Review Course (recommended) 190
- Vocational Nursing Pin 40
- Lamp for Pinning Ceremony 10
- Graduation Cap and Gown 30

Subtotal $570

Costs are approximate and subject to change without notice. Alvin Community College may change tuition rates and other fees without notice or when so directed by the Board of Regents.

Please contact the college business office if you need an exact cost listing for financial aid purposes.

(1) check with your health care provider regarding costs of physical exam, TB test & immunizations
(2) some clinical sites may require students to have health insurance; cost depends on provider and extent of coverage
(3) transportation to clinical sites and parking fees at clinical sites vary depending on clinical sites attended
1. **How long is ACC’s VN program and when does it start?** The 12-month (3-semester) ACC VN program starts once per year in June and takes up to 50 students per year. The 44-credit-hour curriculum, approved by the Texas Board of Nursing (BON), provides classroom and clinical experience required in approved VN programs. The program is an intensive study of practical nursing, including classroom, laboratory, and clinical experiences. Successful VN program graduates may apply to the Texas Board of Nursing (BON) for a temporary permit to practice as a graduate vocational nurse (GVN). This allows the GVN to practice while waiting to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). After passing the exam, the GVN is then issued a license to practice as a Licensed Vocational Nurse (LVN). ACC has educated individuals to enter the nursing profession for over 40 years and has the reputation of an outstanding VN program. Our previous five graduating VN classes have achieved a 100% pass rate on the NCLEX-PN.

2. **How do I get a Vocational Nursing (VN) application?** There is no paper application form; you must apply online at the VN web page: [http://www.alvincollege.edu/LVN](http://www.alvincollege.edu/LVN). You must be admitted to Alvin Community College (ACC) before you are able to start an online VN application. If you are not already admitted to ACC, start the ACC admission process here: [http://www.alvincollege.edu/StepstoGettingStarted.aspx](http://www.alvincollege.edu/StepstoGettingStarted.aspx)

3. **What admission test is used for nursing?** All nursing applicants must take the HESI-A2 test (HESI Admission and Assessment test) regardless of any other entrance exams you may have taken and regardless of your educational background - no exemptions. Acceptable HESI-A2 scores must be submitted to the VN department by the VN application deadline and be less than or equal to 5 years old as of the VN application deadline. Most accepted applicants have higher than the minimum scores. Please read the “HESI-A2 Test Information” section in the VN application instructions for details including HESI-A2 score requirements.

4. **How are students selected for admission?** Admission to the VN program is competitive. There are no pre-requisite courses for the VN program. Applicants are ranked primarily according to their HESI-A2 exam scores. See page 3 of this packet for HESI A-2 score criteria. Additional consideration will be given to those who (1) reside within the ACC tax district; and/or (2) those who score 85 or above on the HESI Math section; and/or (3) those who have completed BOTH BIOL-2401 A&P I and BIOL-2402 A&P II with a grade of "C” or better within the 5 years prior to the VN application deadline. To find out if you live in the ACC tax district, call the ACC Admissions Office 281-756-3531.

5. **What are the pre-requisite courses?** There are no prerequisites. Our program consists entirely of VN courses that you must take sequentially only after you are accepted (with the exception that you can substitute both BIOL-2401 & BIOL-2402 for the VN A&P course).

6. **What immunizations do I need?** You must turn in proof of at least your first Hepatitis-B shot or proof of Hepatitis-B immunity by the nursing application deadline. Do NOT turn in any other medical records. You will be told of other shots and documents to turn in only if you are accepted into a nursing program.

7. **Can I substitute courses I have already taken for VN courses?** You may substitute both BIOL2401 & BIOL2402 for the VN A&P course, if the BIOL grades are C or better and less than 5 years old as of the VN application deadline. If you took VNSG 1420 (the VN A&P course) at another school, you may transfer it into the VN program if the grade is “C” or better and less than 5 years old as of the VN application deadline.

   **A&P from U.S. colleges:** Have the college(s) send official transcript(s) showing your A&P grades to the ACC Registrar by the VN application deadline. The VN office will obtain copies of your transcripts from the ACC Registrar.

   **A&P from foreign schools:** Turn in an original evaluation of foreign credits stating that you have completed the U.S. equivalent of 8 credit hours of Anatomy & Physiology courses that include laboratories with grades of "C” or better within 5 years of the VN application deadline. We will photocopy your original evaluation and return it to you. The evaluation must be done by an approved company. For a list of approved companies, see the ACC College Catalog under the heading “Evaluation of Credit from Foreign Institutions”. WE DO NOT ACCEPT FOREIGN DOCUMENTS FOR PROOF OF A&P GRADES.
If your BIOL or VNSG A&P grades are high enough but too old, you may still substitute the old grades for the VN A&P if you pass a competency exam over both semesters of A&P. You must take the competency exam at Alvin Community College. You may not use the A&P competency exam in place of taking BIOL or VN A&P courses. For questions about the competency exam or to sign up for it, call 281-756-3531.

You may be able to substitute RN or VN courses from other nursing programs subject to the VN Director’s approval. No other courses will substitute for VN courses. Course competency testing is required before any nursing courses from other nursing programs will be accepted.

8. **How do I turn in proof of high school?** The Texas Board of Nursing requires proof of high school completion for all VN students regardless of educational background or any college degree(s) or coursework you may have. Turn in proof of high school completion by ONE of the following methods TO THE NURSING OFFICE:

   - HOME SCHOOL (United States):
     - turn in original homeschool transcript that shows your date of graduation.

   - GED (United States):
     - If you got your GED in Texas, let us know and we will verify this at the Texas Education Agency web site. You won’t have to turn in GED proof.
     - If you got your GED in any other state, bring your original GED certificate that we will photocopy and return to you.

   - HIGH SCHOOL (United States):
     - Original U.S. high school diploma that we will photocopy and return to you; OR
     - Fax or email of U.S. high school transcript to the nursing office directly from the U.S. high school or college; OR
     - Bring official U.S. high school transcript which shows your graduation date; OR
     - Bring official U.S. college transcript showing your U.S. high school’s name & high school graduation date.
     - “Official” means in a sealed envelope with the U.S. institution’s stamp or printing across the seal. We will not accept transcripts if it looks like the envelope seal has been tampered with.

   - HIGH SCHOOL (Foreign):
     - If you completed high school outside the United States, turn in an original evaluation of foreign credits report stating that you have the equivalent of graduation from a US high school. No other statement is acceptable. We will photocopy your original evaluation and return it to you.
     - The evaluation must be done by an approved company. For a list of approved companies, see the ACC College Catalog under the heading “Evaluation of Credit from Foreign Institutions”.
     - WE DO NOT ACCEPT FOREIGN DOCUMENTS FOR PROOF OF HIGH SCHOOL.

     **WE DO NOT ACCEPT FAXES, PHOTOCOPIES, OR EMAILS OF HIGH SCHOOL PROOF FROM APPLICANTS!**

9. **Will “bad” grades I made in previous courses hurt my chances of being accepted?** Because VN acceptance is based on HESI-A2 test score, not course grades, previous college grades do not affect your chance of acceptance into our VN program.

10. **Are there any courses I could take to help prepare for the VN program?** VN students are required to take a Medication Administration course during the first semester of the program. Students learn dosage calculation formulas and are evaluated on their ability to calculate medication dosages. Medication Administration is not a math course. Basic math skills are essential to success in this course. If you are not adept at working with basic arithmetic, decimals, fractions, percentages or converting between units of measurement, we suggest that you take a developmental math course at ACC, or the equivalent elsewhere, prior to beginning the program. VN students need to possess adequate English verbal, reading, and writing skills to successfully complete the program. If English is not your native language, or you want to strengthen your English skills, ACC offers ESOL 0301 Basic English for Speakers of Other Languages. You may want to consider taking it, or an equivalent course at another institution, before you begin our program.

11. **What hours are the classes?** VN lecture classes are weekdays only (no evening, weekend, or internet courses): the 1st semester, 8a-5p every Monday through Wednesday; the 2nd & 3rd semesters, 8a-3p Monday & Friday only. VN clinicals: the 1st semester, 8a-2p every Thursday on the ACC campus; the 2nd & 3rd semesters, we try to keep clinicals to 12-hr shifts on Tue/Wed/Thur days, BUT we are limited to what clinical placements the facilities will give us each semester, which means that clinicals may occur on any evenings, nights, or weekends.
12. **Can I work while I am in the VN program?** The VN program is very demanding in terms of time and effort. Classroom, lab and clinical hours will total 24 to 35 hours per week depending on semester. This does NOT include outside study time, clinical preparation time, or commute time. Students should budget at least 2 hours of outside study time for each hour spent in class. While some students are employed during their enrollment, a full-time work schedule of 40 hours/week is extremely difficult to maintain. We STRONGLY recommend that students DO NOT work, or work as little as possible, during their time in the VN program. Work schedules must be flexible and planned around classroom and clinical requirements, since lecture and clinical hours may change from semester to semester.

13. **What clinical sites does the program use?** VN training includes attending clinicals, where you get nursing experience working with patients in hospitals and other health care facilities under supervision of an VN instructor and/or a Registered Nurse. The ACC VN program has affiliation agreements with the following health care facilities (the following list is subject to change):

- Clear Lake Regional Medical Center (Webster)
- Cornerstone Hospital (Bellaire & Clear Lake)
- M.D. Anderson Hospital (Medical Center)
- Memorial Hermann Hospital Southeast
- Kindred Hospitals (Medical Center, Bay Area)
- UTMB pediatric & ante-partum clinics (Alvin, Angleton, Pasadena, Lake Jackson, Sugar Land)
- Nursing homes: Friendswood Care Center (Friendswood), Tuscany Village (Pearland), Regent Care (League City), Country Village (Angleton)

14. **Do I need to have health insurance?** You are strongly encouraged to have health insurance in the future. They do not specify the types of coverage or the extent of coverage you should buy, they just require you to be covered by a health insurance policy. The fees you pay at registration include "malpractice insurance" which does NOT cover costs for any illness or injury that a student may sustain while in the clinical setting. It is the student's responsibility to cover those costs.

15. **Is financial aid available?** Students can apply for scholarships, grants and loans through the Admissions Office 281-756-3531. ACC Financial aid web page: [http://www.alvincollege.edu/FinancialAid.aspx](http://www.alvincollege.edu/FinancialAid.aspx)

16. **Do you take transfer students?** The ACC VN program no longer accepts transfer students from other nursing programs. All applicants that are accepted into the ACC VN program must complete all three semesters of the program beginning with the first (Summer) semester. Substituting individual nursing courses taken elsewhere may be possible, subject to the VN Director's approval. Students must take ACC VN course competency exams for any course being evaluated for transfer. Students must pass the competency exam(s) with a score of 75% or better.

17. **International students or students with foreign credits:** If your citizenship is other than United States, you must get approval for college admission and applying to the VN program. For more information, call 281-756-3531 and ask for the International Students representative. Also read college catalog section "International Student Regulations". If you have foreign credits, your transcripts must be evaluated for U.S. equivalency and translated into English by an approved evaluation service. The list of approved evaluation services is in the current college catalog under heading "Evaluation of Credit from Foreign Institutions." Any evaluation from a service NOT in the list will not be accepted by the VN department.

18. **Is there job placement assistance?** Alvin Community College does not guarantee job placement to VN graduates; however, the Admissions Office 281-756-3531 provides assistance to students in finding jobs after graduation, including an internet database of job listings. In addition, the VN department periodically receives job notices which are posted in VN classrooms and emailed to graduates.

19. **What are the physical and performance requirements to participate in the nursing program?** The Vocational Nursing Program complies with College policies regarding Civil Rights and the Rights of Individuals with Disabilities. Purpose of the ADA: to provide a clear and comprehensive national mandate for the elimination of discrimination against individuals with disabilities; to provide clear, strong, consistent enforceable standards addressing discrimination against individuals with disabilities; to ensure that the Federal government plays a central role in enforcing the standards established in this act on behalf of individuals with disabilities and to invoke the sweep of congressional authority,
including the power to enforce the fourteenth amendment and to regulate commerce, in order to address the major areas of discrimination faced day-to-day by people with disabilities. (Americans with Disabilities Act, 1991)

An individual with a disability is a person who has a physical or mental impairment that substantially limits a “major life activity,” or has a record of such impairment, or is regarded as having such impairment. A qualified individual with a disability is one who meets the essential eligibility requirements for the program or activity offered by a public entity or without reasonable accommodation. (ADA 1630.20)

Essential functions are: those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation. (ADA 1630.2m)

A “direct threat” is defined as a significant risk to the health or safety of others that cannot be eliminated or reduced to an acceptable level by modification of policies, practices or procedures, by the provision of auxiliary aids or services. Determination will be made on an individual basis.

Following is a list of performance requirements for all students enrolled in the Vocational Nursing Program:

a. equal opportunity in the application process
b. enable the disabled to perform essential functions of the position held or desired
c. accommodations that enable disabled to enjoy equal benefits and privileges of persons without disabilities.

Performance requirements are basic activities a student must be able to complete in a reasonably independent manner. A student who poses a direct threat to the health or safety of others or to themselves will not meet the clinical/skills competencies required in the Vocational Nursing Program. A “direct threat” is defined as a significant risk to the health or safety of others that cannot be eliminated or reduced to an acceptable level by modification of policies, practices or procedures, by the provision of auxiliary aids or services. Determination will be made on an individual basis.

20. Are there legal limitations for VN program admission and licensure? Yes! If you have a history of criminal, psychiatric, or substance abuse events, the “Background Checks” page in the VN application instructions will tell you what to do. Applicants who are convicted of a felony, appealing a felony conviction, or have a deferred adjudication felony, are not eligible for admission to Alvin Community College nursing programs. “Conviction” is defined in Texas Administrative Code Chapter 213, RULE §213.1, #12

21. What is an LVN? “LVN” stands for “Licensed Vocational Nurse” which is also known as LPN (Licensed Practical Nurse) in some states. The LVN is an important member of the health care team, providing basic patient care through a directed scope of practice that is supervised by Registered Nurses, Physicians, Physician's Assistants, Dentists, and Podiatrists. LVNs provide basic care such as taking vital signs, applying dressings, helping with personal hygiene, administering medications, and observing/reporting symptoms, reactions to treatment/medication, and progress. LVNs are on their feet most of the time: walking, bending, stooping, reaching, and lifting/moving patients are required. LVNs generally work a 40-hour week which may include nights, weekends, holidays, and/or overtime. LVNs may work in acute care facilities, long-term care facilities, home health care, schools, clinics, physicians' offices, and a number of other health care settings. A career as an LVN can be very rewarding for those who enjoy being of service to others.

22. What pay does an LVN make? LVNs are in demand! According to the Bureau of Labor Statistics as of 2016, Texas offers the most job opportunities for LVNs in the U.S.: almost 10% of all LVN jobs in the country. According to the most recent information from the U.S. Bureau of Labor Statistics, the national median LVN salary in 2016 was $21.20/hr or $44,090/yr. Pay depends on geographic location, facility size/type, nursing specialty, shift (working hours), and years of experience. Temporary assignments or agency work may also pay higher rates.
23. **What is the difference between an LVN and an RN?** In general, RNs have a wider scope of responsibility, perform more complex tasks, earn higher pay, and supervise LVNs. Texas law (Nursing Practice Act) and Texas Board of Nursing guidelines (Differentiated Essential Competencies) describe the scope of LVN duties. Each facility that employs nurses designates LVN tasks within Texas law and BON guidelines, and this varies from facility to facility.

24. **Do I have to be an LVN first before I can become an RN?** No, you can earn a 2-year or 4-year RN degree without being an LVN first. If you can’t dedicate 2 to 4 years to an RN degree, you can earn your LVN and work as an LVN first, then enter an RN program. Many nursing schools have a “transition” or “bridge” program that substitutes the year of VN training for the first year of the RN degree. Information on ACC’s 2-year RN program is at [www.alvincollege.edu/ADN](http://www.alvincollege.edu/ADN)

---

**If you have further questions:**

You are welcome to contact the VN department

nursing@alvincollege.edu  281-756-5630
Alvin Community College is located 25 miles South of Houston and 30 miles North of Galveston on Hwy. 35 Bypass in Alvin, Texas.

From Houston, use Hwy. 35 South; or take I-45 South to Webster; then West on FM 528 to 35 Bypass; or Hwy 288 South to Marvel, then East on Hwy. 6 to 35 Bypass.

From Galveston, use Hwy. 6 to reach 35 Bypass, from Angleton and points South, use Hwy. 35.
Alvin Community College Campus Map
3110 Mustang Road
Alvin, Texas 77511
Main number: 281-756-3500
VN Office: Room S-108 281-756-5630
nursing@alvincollege.edu
VN APPLICANT MEETINGS
Room S-105
(see schedule earlier in this packet)

ADMISSIONS OFFICE: room A-100, 281-756-3531
Go to the Admissions Office for: financial aid, college admission, HESI testing