Thank you for your interest in the Alvin Community College Associate Degree Nursing LVN-to-ADN Transition program.

We are no longer taking applications for the Transition program that starts June 2018.

The next Transition program you can apply to starts June 2019.

The application period will be during Spring 2019.

Following are the previous application period's instructions so you can get an idea of what was required last application period.

By this Fall, the ADN web page will have dates and instructions for the next Transition application period.
Alvin Community College

Associate Degree Nursing
LVN-ADN Transition Program

Program Information
and
Application Instructions

Application Period Feb 1 – Feb 28, 2018
Classes begin June 2018
(last modified 1/3/2018)
We're glad you're interested in the Alvin Community College (ACC) LVN-ADN Transition program! ACC has educated individuals to enter the nursing profession for over 50 years and has a reputation of an outstanding ADN program. We will accept applications Feb 1 - Feb 28, 2018 for the LVN-ADN Transition program that starts June 2018.

To be considered for the LVN-ADN Transition program, applicants must meet admission requirements in the College Catalog and complete the application steps below. The ADN department must receive the application and required supporting documents no later than Feb 28, 2018!

Approximately six (6) weeks after the application due date, we will email you whether you are conditionally accepted, on the alternate list, or neither of these. So keep your email address(es) current with the ADN 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 communication from ACC to students.

STEPS FOR APPLYING

MINIMUM REQUIREMENTS

- You must meet the following minimum requirements by the nursing application due date to be eligible to apply to the ADN program. If you do not meet these minimum requirements your application will not be considered.
- GPA = 3.0 or higher: If at the time you apply, you have grades in any courses that are part of our ADN degree, the GPA of those grades must be at least 3.0. Courses in-progress at the time you apply do NOT count in the GPA. Grades posted after the application due date will NOT count in the GPA. Grades that are not part of the ADN degree will NOT count in the GPA. See "How do I calculate my GPA" in the Frequently Asked Questions at the end of this document to find out whether your GPA is high enough.
- HESI A2 test scores = 78 or higher: You must make at least 78 for both the reading section and cumulative score. You can make less on other sections (except for reading) as long as the cumulative score is at least 78. See the “TAKE THE HESI A-2 TEST” in this packet for more details.
- Complete steps 2 through 7 below by the nursing application due date.

U.S. CITIZENS APPLY to ACC at http://www.alvincollege.edu/StepstoGettingStarted.aspx

INTERNATIONAL STUDENTS APPLY to ACC at http://www.alvincollege.edu/International-Students

- You must be admitted to ACC before you can apply to the ADN 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.

APPLY TO NURSING at http://www.alvincollege.edu/ADN.aspx

- You must be admitted to ACC before the computer will allow you to do a nursing application.
- After submitting your ADN application, periodically return to the status screen at the above link to verify confirmation of ADN application steps you have completed. ALLOW UP TO 5 DAYS AFTER YOU SUBMIT YOUR APPLICATION OR COMPLETE A STEP for steps to be checked off on your status screen.
- If you have problems or questions about doing the ADN application, please contact the ADN department.
- DO NOT turn in a printed ADN application. We can print it if we need to.
- Anyone who previously applied, must submit a new application for the June 2018 Transition program.
• **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 attended a Transition applicant meeting in previous years must attend another meeting during the Spring 2018 application period.
  • The applicant meeting schedule is on the next page.

• **TURN IN HEPATITIS-B PROOF** at the applicant meeting
  • Bring EITHER proof of at least the first two Hepatitis-B injections OR proof of Hepatitis-B immunity (called a “Hepatitis-B surface antibody 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.
  • Titers are not accurate unless done at least two months after the third Hep-B shot.
  • If you are not able to turn in Hep-B proof at the applicant meeting, you must turn it in to the ADN office by the nursing application due date.

• **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 due date, is mandatory for all ADN 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 78 for both the reading section and cumulative score.
  • Test scores must be 5 years old or less as of the nursing application due date.
  • See "HESI-A2 TEST INFORMATION" later in these instructions for more details.

• **SUBMIT OFFICIAL COLLEGE TRANSCRIPTS**
  • Have **all** previously attended colleges and/or universities send official transcripts to the ACC Registrar by the nursing application due date.
  • **DO NOT** bring or send college transcripts to the nursing department or the applicant meeting! **ALL COLLEGE TRANSCRIPTS GO TO THE ACC REGISTRAR!**
  • Students with credits and/or degrees from foreign institutions must have foreign transcripts evaluated by an approved service and submit the official evaluation of foreign credits to the ACC registrar.

• **ENSURE TSI STANDARDS ARE MET**
  • “Texas Success Initiative” (TSI) is a Texas law requiring college students to meet minimum requirements in Reading, Writing, and Math.
  • By the nursing application due date, at least one of your Texas college transcripts must state you have met all TSI requirements.
  • If you have not attended any Texas colleges, call the ACC Admissions Office 281-756-3531 to find out how to meet TSI requirements.
  • You must be TSI-compliant by the nursing application due date to be eligible to apply to nursing.

• **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.
MANDATORY APPLICANT MEETINGS FOR LVN-ADN TRANSITION PROGRAM, JUNE 2018 ADMISSION

Applicants for the June 2018 admission must attend one meeting from the schedule below. No reservation is required. Anyone who attended a “general information meeting” must still attend one of the meetings below. Applicants residing out of state should contact the ADN department.

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>2/06/18</td>
<td>S-105</td>
</tr>
<tr>
<td>8 am</td>
<td>2/09/18</td>
<td>S-105</td>
</tr>
<tr>
<td>3 pm</td>
<td>2/13/18</td>
<td>S-105</td>
</tr>
<tr>
<td>3 pm</td>
<td>2/20/18</td>
<td>S-105</td>
</tr>
<tr>
<td>3 pm</td>
<td>2/27/18</td>
<td>S-105</td>
</tr>
</tbody>
</table>

The above meeting schedule is subject to change. Please check the schedule on the ADN web page for any changes before you depart for a meeting.

All required documentation is due by the due date of 2-28-2018 including:
1) Official transcripts from all colleges attended due in Registrar’s office.
2) Ensure that you have met all TSI requirements.
3) HESI-A2 scores due in ADN office (exception: tests taken by the above due date at ACC; we will wait for the scores to come in even if it is after the due date)
4) Proof of either the first two Hepatitis-B shots or proof of Hepatitis-B immunity due in ADN office.

Completed Applications: Those who complete all ADN application steps by the nursing application due date 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 ADN application steps by the above due date. To contact the ADN office you may email nursing@alvincollege.edu or call 281-756-5630. EMAIL is the official means of communication between ACC and students!

Selection for Admission: Admission to the Transition program is competitive. After the application due date, applicants are ranked primarily according to number of completed courses in the ADN curriculum, the GPA of those courses, and HESI-A2 test scores. Priority admission is given to applicants who: 1) achieved high HESI-A2 test scores; and 2) earned a high grade point average in ADN curriculum coursework. Additional consideration is given to applicants who: 1) complete ADN curriculum courses without repeating or withdrawing from courses in the five years before the application due date; 2) complete ADN curriculum courses at ACC; 3) hold a Bachelor’s or higher degree from an accredited college or university; and, 4) reside in the ACC tax district.

Program Requirements are discussed during applicant meetings and published in the ACC College Catalog. After initial acceptance and as a condition for final acceptance, applicants must pass two criminal background checks and one drug screen. Applicants who answer “YES” to any eligibility questions on the “Background Checks” page of this packet, must submit the BON declaratory order outcome letter to the ADN department no later than 30 days before first day of class. In addition, applicants who are accepted must complete a physical exam and submit proof of completing all required immunizations, including completing the Hepatitis-B series, by first day of class. All students must submit proof of Hepatitis-B immunity (called a Hepatitis-B titer) by the end of their first semester in the program.

Sincerely,

Debra L. Fontenot, DNP, RN, CPNP, CNE
Director, Associate Degree Nursing
HESI-A2 TEST INFORMATION

- Health Education Systems, Inc. (HESI) is a company that produces tests which evaluate 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 DUE DATE.

- 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 DUE DATE

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

- If you take the HESI-A2 elsewhere, THE SCORE REPORT MUST REACH THE NURSING OFFICE BY THE NURSING APPLICATION DUE DATE. 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 due date. HESI TESTS TAKEN AT LOCATIONS OTHER THAN ACC ARRIVING AFTER THE NURSING APPLICATION DUE DATE 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 78 on the Reading Comprehension section; and
  (2) at least 78 for the Cumulative score, which is the average of the above section scores.

These minimums are ABSOLUTE CUTOFFS – we do NOT round up anyone’s scores to meet these minimums.

- The ADN 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 due date; 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; there is a 30-day waiting period between re-takes.

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

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

- All retakes must comply with the "HESI-A2 due date" 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 due date. Score reports arriving after the nursing due date 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.
## Nursing Transition (LVN-to-ADN) (CIP 51.3801)

**Purpose:** The transition program is to provide a pathway from Licensed Vocational Nurse (LVN) to Associate Degree Nursing (ADN). The program seeks to prepare graduates who are critical thinkers and competent practitioners. As Associate Degree Nursing graduates, they will practice within the defined roles and competencies of the Associate Degree nurse. In response to community and societal needs, they will be prepared to care for individuals and families in structured settings. Courses are presented according to their content and effectiveness toward successful fulfillment of state board competencies.

Upon successful completion of the program, the graduate is eligible to make application to write the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

### Program Requirements:
- A new class will begin in June of each year. Qualified applicants will be admitted according to space available. To be considered for admission to the Transition pathway of the Associate Degree Nursing Program, the applicant must:
  1. Apply to Alvin Community College and fulfill the admission requirements of the college.
  2. Apply to the ADN Program during an application period and meet admission and program requirements for that program.
  3. Hold a license to practice vocational nursing in the State of Texas by the nursing application deadline, or be scheduled to graduate from the ACC/VN program.
  4. Have recent work experience, preferably in an acute care setting, as a licensed vocational nurse, or:
     a. scheduled to graduate from the ACC/VN program.
     b. graduated within one year from a state approved vocational nursing program.
  5. Complete prerequisite courses before the start of the nursing program.
  6. Have a cumulative GPA of 3.0 or better in nursing and nursing curriculum courses.

### Selection for Admission:
Admission to the LVN-to-ADN program is competitive. After the application deadline, applicants are ranked primarily according to the number of completed courses in the ADN curriculum, the GPA of those courses, and HESI A2 test scores. Priority admission is given to applicants who:
- 1) achieved high standardized test scores (HESI A2);
- 2) earned a high grade point average in the ADN curriculum academic coursework;
- 3) complete ADN curriculum courses without repeating or withdrawing from courses in the last five years from the application deadline;
- 4) complete ADN curriculum courses at ACC;
- 5) hold a Bachelor's or higher degree from an accredited college or university; and
- 6) reside in the ACC tax district.

### Course Requirements

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Prerequisites</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>* BIOR 2401</td>
<td>Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>* BIOR 2402</td>
<td>Anatomy &amp; Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2420</td>
<td>Microbiology for Non-Science Majors</td>
<td>4</td>
</tr>
<tr>
<td>* ENGL 1301</td>
<td>Composition I</td>
<td>3</td>
</tr>
<tr>
<td>* PSYC 2301</td>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>* PSYC 2314</td>
<td>Lifespan Growth &amp; Development</td>
<td>3</td>
</tr>
<tr>
<td><strong>First Semester</strong></td>
<td></td>
<td>21</td>
</tr>
<tr>
<td>RNSG 1240</td>
<td>Professional Nursing Skills for Articulating Students</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 1262</td>
<td>Clinical I - RN Transition</td>
<td>2</td>
</tr>
<tr>
<td>RNSG 1327</td>
<td>Transition to Professional Nursing</td>
<td>3</td>
</tr>
<tr>
<td><strong>Credit for Prior Learning</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>RNSG 1219, RNSG 1523, RNSG 2504</td>
<td></td>
<td>12</td>
</tr>
<tr>
<td><strong>Second Semester</strong></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>* Creative Arts or Language, Philosophy &amp; Culture</td>
<td>Select from Creative Arts Core Curriculum or Select from Language, Philosophy &amp; Culture Core Curriculum</td>
<td>3</td>
</tr>
<tr>
<td>RNSG 2514</td>
<td>Integrated Care of the Patient with Complex Health Care Needs</td>
<td>5</td>
</tr>
<tr>
<td>RNSG 2462</td>
<td>Clinical III RN</td>
<td>4</td>
</tr>
<tr>
<td><strong>Third Semester</strong></td>
<td></td>
<td>12</td>
</tr>
<tr>
<td>* RNSG 2463</td>
<td>Clinical IV RN</td>
<td>4</td>
</tr>
<tr>
<td>RNSG 2435</td>
<td>Integrated Patient Care Management</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Credits Required for A.A.S. Nursing Transition**

---

+ Denotes core requirement. Speak with Department Chair or Academic Advisor for proper course selection.

* May be taken prior to admission to the ADN program.

* Capstone Course
Program Information:
1. BIOL 2401, 2402, and 2420 must be taken within five years of application deadline. BIOL courses completed more than five years prior to the application deadline must be repeated or the student may demonstrate competency through a written examination. Contact the Testing Center for information about the examination.
2. Requirements to be completed after initial acceptance and before the start of the program include:
   a. Complete the prerequisite courses of BIOL 2401, BIOL 2402, PSYC 2301, and ENGL 1301.
   b. Complete two criminal background checks. A social security number is required and will be verified during the background check. The first is a DPS/FBI background check that the Texas Board of Nursing requires on all accepted nursing students. The second background check is done by a private firm and is required by clinical affiliates. A satisfactory criminal background check as determined by the requirements of the Texas BON and clinical affiliates is required for final admission into the ADN program. See ADN application packet for further information about BON background check procedures. Individuals with felonies are ineligible for admission. A person with a criminal history other than a felony may be eligible to be considered for admission if:
      i. The Texas Board of Nursing indicates in a letter that a petition for "Declaratory Order" (D.O.) was received and the individual is eligible to apply to take the licensure examination. The BON website, www.bon.state.tx.us, contains eligibility questions and the petition for the declaratory order. And,
      ii. The ADN clinical affiliates permit the person to practice in their agency.
   c. CPR Certification from American Heart Association: Basic Life Support (BLS) for Health Care Providers.
   d. Physical examination. Form provided by the department.
   e. Up-to-date immunizations as required by the Texas Department of Health and clinical affiliates. (measles, mumps, rubella, tetanus, diphtheria, pertussis, varicella, hepatitis B series of 3 immunizations, seasonal flu, positive titers are required for rubella, varicella and hepatitis B.
   f. Negative tuberculin screen (yearly).
   g. Negative drug test.
   h. Purchase of a school uniform and lab supplies.
   i. Purchase of a smart device (e.g., I-Pad, Kindle Fire, or tablet if the student does not have one already). The device enables access to medical and nursing information and use of electronic health record documentation when the student is at clinical sites.
3. Each student is required to pay for standardized, computerized tests that are administered throughout the program.
4. Students attend various clinical sites in the Houston/Galveston region throughout the program. Clinical times/days vary each semester and include weekend and evening hours.

Transfer of Nursing Credits:
1. Courses accepted for transfer must be similar in content and credit to the ACC course(s).
2. No grade below a "B" in any (RNSG) nursing course is accepted for transfer.
3. Transferring applicants who, in the last 3 years, were enrolled in a professional nursing program and attempted/completed nursing course(s) with clinical component(s), are considered for admission on a space available basis. Applicants must:
   a. Apply and meet the criteria for admission to the ADN program at ACC during an application period.
   b. Have a written recommendation from the Dean/Director of their previous nursing program.
   c. Demonstrate competency in previously completed nursing courses prior to admission through our Prior Learning Assessment process. Applicants will take a written departmental examination and a clinical skills competency demonstration to be awarded transfer credit. The tests will be administered once per semester and evaluated by a faculty review committee. Contact the department for test dates.

Progression/Dismissal Policies:
1. Students will abide by the current ADN admission, curriculum and program requirements at the time they are admitted to the Associate Degree Nursing Program.
2. Once a student has enrolled in the ADN Program, all nursing courses and related courses must be completed in proper sequence as shown in the catalog and degree plan. The program must be completed within five (5) years of the initial acceptance.
3. No grade below a C in nursing curriculum science and nursing courses will be acceptable for progression.
4. In order to receive a grade of C, a minimum grade of 75% must be attained in each nursing course.
5. Once enrolled in the ADN program, it is expected that enrollment is continuous. Students with a break in enrollment must apply for readmission. A break in enrollment includes: 1) Receipt of a grade of D, F, or W in a nursing course requiring a repeat of the course, 2) Withdrawal from a nursing
course with a clinical component, and (or) 3) non-enrollment in a nursing course for one (1) or more semesters (excluding summer).

6. A student who withdraws from a nursing course with a related clinical component must withdraw from the corresponding course.

7. A student who receives a grade of D or F in a nursing course with a related clinical component will be assigned the grade of "R" in the corresponding course. The student must, if eligible, re-enroll in both the theory and clinical sections of that course. Each semester's co-requisite RNNSG courses must be completed with a minimum grade of C in order to progress.

8. A student must achieve an overall GPA of 2.0 in all courses in the nursing curriculum in order to progress to the next nursing course.

9. A student will be terminated from the ADN Program if he/she has received more than one (1) D or F in a nursing course. This includes courses which have been repeated and a passing grade (A, B, or C) received in a subsequent attempt, regardless of the college or university where the initial grade (D or F) was received. The student is ineligible even if the course is repeated and the student earns an A, B, or C in the subsequent attempt. A student currently enrolled in the second year of the program who receives more than one D, F, or W in a single semester is eligible to be considered for readmission if he/she has not posted a previous D, F, or W.

10. Co-requisite courses must be completed for a student to progress to the next semester.

11. A student may be dismissed from the program for demonstration of unprofessional and unsafe behaviors as described in the Texas Administrative Code 215.8. When dismissed, a grade of "F" will be assigned to the RNNSG course where the behavior occurred. A "W" will be assigned to any other RNNSG courses taken concurrently.

12. A student may be dismissed from the program for academic dishonesty. When dismissed, a grade of "F" will be assigned to the RNNSG course where the behavior occurred. A "W" will be assigned to any other RNNSG courses taken concurrently.

13. Notification by the BON that a student has been involved in criminal activity may result in temporary withdrawal or termination from the ADN program.

Readmission: Students may be readmitted to the ADN Program ONCE after withdrawal or failure of a course.

1. Once enrolled in the ADN program, a student who receives a D, F, or W in a nursing course or drops a nursing course, must, if eligible apply for readmission.

2. Students are readmitted on a space available basis and on the student's compliance with conditions/requirements established by the Director. These requirements may include remediation in academic course work, repeat of nursing course(s) previously taken, or documentation of recovery from illness. Inability to meet the readmission stipulations may be grounds for denial or permanent dismissal from the program.

3. Students applying for readmission must apply in writing to the Director at least 14 days prior to the semester in which readmission is desired. Include the following information: Date of withdrawal from the Program; primary reason(s) for withdrawal from the Program; understanding of the requirements for readmission at the time of withdrawal; ways in which recommendations at the time of withdrawal have been completed; and what has been done to improve chances for successful completion.

4. A student who has withdrawn from the ADN program during the first semester must reapply during the program application period and be ranked with that applicant pool.

5. Evidence of competency in previously completed nursing courses will be required prior to readmission. This will be accomplished through an examination and a clinical skills competency demonstration. Tests will be administered once per semester and evaluated by a faculty review committee. Contact the Director for test dates.

6. Re-entering students must abide by the current admission, curriculum and program requirements of the department.

7. Following a second (2nd) withdrawal from the program, a student will not be readmitted. Students may petition for re-admission when a withdrawal occurs because of a catastrophic event. The student must have had a passing grade in the RNNSG course at the time of withdrawal. Petition will be considered by a faculty review committee.

8. The department reserves the right to deny readmission to a student who discontinued the program due to academic dishonesty or exhibited unsafe and/or unprofessional behavior. The decision to deny or accept readmission will be made by a faculty review committee.

9. Students who are unsuccessful in a professional nursing program and subsequently complete a vocational nursing program are eligible to apply to the LVN-ADN Transition track. Eligibility penalties for the "D's, F's or W's" earned in nursing courses while previously enrolled in the professional nursing program are eliminated for these students. Grades of "D" or "F" still apply for BIOL.

10. All courses must be completed within five (5) years of original enrollment date into the ADN program.

REQUIRED ELECTIVE COURSE: Take ONE course from the following list:

Language, Philosophy & Culture
COMM 1307
ENGL 2322, 2323, 2327, 2328, 2332, 2333
FREN 2311, 2312
HUMA 1301, 1302
PHIL 1301, 1304, 2306
SPAN 2311, 2312, 2313, 2315

Creative Arts
ARTS 1301, 1303, 1304
COMM 2356
DRAM 1310, 1351, 1352, 2362, 2366
MUSI 1309, 1307, 1310
BACKGROUND CHECKS

Two clear background checks are required as a condition of full acceptance after initial acceptance into an ACC nursing program and before you may enroll in any nursing course that has a clinical component: (1) a DPS/FBI background check conducted by the Texas Board of Nursing (BON); and (2) a background check by the PreCheck company which is required by clinical affiliates.

If you can answer “YES” to ANY eligibility questions below, or if you have ever been fingerprinted connected with a criminal incident (including as a juvenile), you must submit a Petition for Declaratory Order to the BON. The BON will investigate your background and then send you a letter stating whether you are eligible to sit for the NCLEX licensure exam. The BON takes 2 months to 2 years to send you the letter depending on their workload and the complexity of your case. If the BON letter says you are eligible sit for the licensure exam, you must submit the letter to the nursing department no later than 30 days before first day of class. If you do not have the BON letter by 30 days before first day of class, you will not be eligible to enroll in the nursing program, and you will have to re-apply to the next nursing program after you do receive the BON letter. For the Petition for Declaratory Order form and instructions, go here: http://www.bon.texas.gov/pdfs/forms_pdfs/initial_licensure_recognition_pdfs/declaratoryorder_pdfs/DOAPP2014.pdf

You are eligible for admission into an ACC nursing program only after you: (1) Submit the Petition for Declaratory Order form to the BON; (2) Receive the BON outcome letter verifying your eligibility for future licensure; (3) Submit the BON outcome letter to the nursing department no later than 30 days before first day of class; and (4) meet the minimum standards set by clinical affiliates.

Applicants who are convicted of a felony, appealing a felony conviction, have a deferred adjudication felony, or on parole for a 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

Texas Board of Nursing (BON) Licensure Eligibility Questions

Can you answer “yes” to any of the following?

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 not 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  
ASSOCIATE DEGREE NURSING  

APPROXIMATE COST for LVN-to-ADN TRANSITION PROGRAM

<table>
<thead>
<tr>
<th>Semester</th>
<th>RNSG 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>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>
<td></td>
<td></td>
</tr>
<tr>
<td>FIRST</td>
<td>7</td>
<td>322</td>
<td>644</td>
<td>980</td>
<td>516</td>
<td>489 789 684</td>
<td>2,800 3,122 3,458</td>
</tr>
<tr>
<td>SECOND</td>
<td>9</td>
<td>414</td>
<td>828</td>
<td>1260</td>
<td>622</td>
<td>219</td>
<td>1,255 1,669 2,101</td>
</tr>
<tr>
<td>THIRD</td>
<td>8</td>
<td>368</td>
<td>736</td>
<td>1120</td>
<td>569</td>
<td>254 81 805</td>
<td>2,077 2,445 2,829</td>
</tr>
<tr>
<td>TOTAL</td>
<td>24</td>
<td>$1,104</td>
<td>$2,208</td>
<td>$3,360</td>
<td>$1,707</td>
<td>$962 $870 $1,489</td>
<td>$6,132 $7,236 $8,388</td>
</tr>
</tbody>
</table>

Costs are approximate and subject to change without notice  
Credit hours for nursing courses only (courses starting with “RNSG”); non-nursing courses are extra  
Approximate costs for required nursing texts only; recommended nursing texts and non-nursing texts are extra

ADDITIONAL EXPENSES

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Last Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uniform (varies by size and gender)</td>
<td>Licensure Application fee - Texas BON</td>
</tr>
<tr>
<td>150</td>
<td>100</td>
</tr>
<tr>
<td>Nurse Pack</td>
<td>NCLEX-RN Registration</td>
</tr>
<tr>
<td>134</td>
<td>200</td>
</tr>
<tr>
<td>Supplies-(Stethoscope, Scissors, etc)</td>
<td>NCLEX-RN Review Course (recommended)</td>
</tr>
<tr>
<td>90</td>
<td>400</td>
</tr>
<tr>
<td>ANSA dues</td>
<td>Pictures for Licensure</td>
</tr>
<tr>
<td>10</td>
<td>25</td>
</tr>
<tr>
<td>Criminal Background Check - PreCheck</td>
<td>Associate Degree Nursing Pin</td>
</tr>
<tr>
<td>54</td>
<td>40</td>
</tr>
<tr>
<td>Criminal Background Check - BON DPS/FBI</td>
<td>Lamp for Pinning Ceremony</td>
</tr>
<tr>
<td>37</td>
<td>10</td>
</tr>
<tr>
<td>Drug Screen</td>
<td>Graduation Cap and Gown</td>
</tr>
<tr>
<td>40</td>
<td>30</td>
</tr>
<tr>
<td>Apple iPad, Kindle, or Tablet</td>
<td>Subtotal</td>
</tr>
<tr>
<td>varies</td>
<td>$805</td>
</tr>
<tr>
<td>Physical exam, TB test, immunizations</td>
<td></td>
</tr>
<tr>
<td>varies</td>
<td></td>
</tr>
<tr>
<td>Health Insurance</td>
<td></td>
</tr>
<tr>
<td>varies</td>
<td></td>
</tr>
<tr>
<td>CPR card</td>
<td></td>
</tr>
<tr>
<td>95</td>
<td></td>
</tr>
<tr>
<td>HESI-A2 test fee</td>
<td></td>
</tr>
<tr>
<td>74</td>
<td></td>
</tr>
<tr>
<td>Subtotal</td>
<td>$684</td>
</tr>
</tbody>
</table>

Alvin Community College may change tuition rates and other fees without notice or when directed to do so by the ACC Board of Regents.  
Please contact the college business office if you need an exact cost listing for financial aid purposes.

Check with your health care provider regarding costs of physical exam, TB screen & immunizations  
Some clinical sites require students to have health insurance; cost depends on provider and extent of coverage
1. **How do I get an Associate Degree Nursing (ADN) application?** There is no paper application form; you must apply online at the ADN web page: [http://www.alvincollege.edu/ADN.aspx](http://www.alvincollege.edu/ADN.aspx). Please see the ADN web page for application dates. You must be admitted to ACC before you can apply to ADN. If you are not already admitted to ACC, apply to ACC at: [http://www.alvincollege.edu/StepstoGettingStarted.aspx](http://www.alvincollege.edu/StepstoGettingStarted.aspx)

2. **When does the program begin?** 2-year ADN programs begin every August and January. One-year LVN-to-ADN Transition program begins every June.

3. **What are the requirements for admission?** Please see the ADN admission requirements in the current ACC catalog and ADN application instructions. All ADN applicants must meet minimum admission requirements for both the COLLEGE and the ADN PROGRAM to be eligible for consideration for acceptance into an ADN program.

4. **What are the pre-requisite courses?** The 2-year program prereqs are BIOL-2401, BIOL-2402, ENGL-1301 and PSYC 2301. The Transition prereqs are BIOL-2401, BIOL-2402, BIOL-2420, ENGL-1301, PSYC-2301 and PSYC-2314. You may apply to a nursing program while “in progress” in prereqs, but if you are accepted into a nursing program, you must have passing grades in all the prereqs before the nursing program starts. Any “in progress” prereq courses are not counted in your GPA when ranking you against other applicants.

5. **What admission test is used for nursing?** All ADN applicants must take the HESI-A2 entrance exam, which is mandatory regardless of educational background - no exceptions. Acceptable HESI-A2 scores must be submitted to the ADN department by the ADN application due date. Required minimum scores: at least 78 on the composite score and at least 78 on the reading section. All of these sections must be taken: Math, Reading Comprehension, Vocabulary and General Knowledge, Grammar, and Anatomy and Physiology. The HESI-A2 must be taken within 5 years of the ADN application due date. We do not accept HESI score reports from students. See the ADN application instructions for more details on the HESI exam.

6. **How are students selected for admission?** Admission is competitive. After the application due date, applicants are ranked primarily according to the number of completed courses in the ADN curriculum, the GPA of those courses (GPA must be at least 3.0), and HESI A2 test scores (see minimum scores above). Priority admission is given to applicants who: 1) achieve high HESI A2 scores; 2) have a high grade point average in ADN curriculum academic coursework; and 3) completed, or are in progress in, BIOL-2420. Additional consideration is given to applicants who: 1) complete ADN curriculum courses without repeating or withdrawing from courses in the last five years from the application due date; 2) complete ADN curriculum courses at ACC; 3) hold a Bachelor’s or higher degree from an accredited college or university; and, 4) reside in the ACC tax district.

   To get a high ranking, you should have a high GPA in as many ADN curriculum courses as possible, and achieve high HESI-A2 scores. We do not count grades of courses that are not part of the ADN curriculum. Admission is very competitive, and students accepted into the program usually have completed many ADN curriculum courses with an A or B+ average and have HESI scores significantly higher than the required minimum scores.

7. **How do I calculate my GPA?** To find out whether your GPA meets the minimum requirement of 3.0, go to the ACC GPA calculator web page: [http://www.alvincollege.edu/Admissions-Office/GPA](http://www.alvincollege.edu/Admissions-Office/GPA). Put in grades for all the non-RNSG courses you have that are in our ADN degree plan. Allowed electives are in the box at the bottom of the "degree plan" page. If you have more than one elective, only put the highest grade you made in ONE elective. DO NOT put in grades for any other courses. For each course, put the letter grade in the left column and the course's number of credit hours in the right column. Click the blue "Calculate" button after entering all your grades. The GPA must be 3.0 or higher for you to be eligible to apply to the ADN program.

8. **What courses can I take before starting the ADN program?** You may take some or all of the general education (non-nursing) courses ahead of time, with the requirement that all prereqs must be completed before starting a nursing program. Applicants who complete many general education courses with a high GPA will rank higher in the admission process. Whatever grades you have in general education courses at the time you apply, the GPA of those grades must be at least 3.0. “In-progress” courses are not counted in your GPA in the ranking process.
9. **Will courses from other colleges transfer to the ACC ADN program?** Courses are eligible for transfer from regionally accredited colleges and universities when content and credit hours are equivalent to the courses in the ADN curriculum. Transferred general education (non-nursing) courses must have a grade of "C" or better. Transferred nursing courses must have a grade of "B" or better. Please see information in the "Transfer of Nursing Credits" section of the College Catalog for details on transferring nursing courses.

10. **Is there a time limit on courses?** BIOL courses more than 5 years old as of the application due date must be repeated, or successfully pass a competency exam (one for A&P and one for Microbiology). If you pass the competency exam(s), your old BIOL grade(s) will be used when ranking you against other applicants. Contact the Testing Center 281-756-3531 for information about competency exams. Please see information in the “Transfer of Nursing Credits” section of the College Catalog for details about time limits on nursing courses.

11. **How long does it take to finish the nursing program?** 2-year ADN: Once enrolled in the first nursing course, the ADN program takes 21 months during four long semesters (no summer RNSG courses). LVN-ADN Transition: Once enrolled in the first nursing course, the Transition Program takes one year.

12. **Can I work while I am in a nursing program?** The nursing program is very demanding in terms of time and effort. Depending on semester, classroom, lab and clinical hours will total 17-20 hours/week. In addition, students should budget at least three hours of outside study time for each hour spent in class. While many students are employed during their enrollment, a full-time work schedule of 40 hours/week is difficult to maintain. Work schedules must be planned around classroom and clinical requirements and must also be flexible since lecture and clinical hours may change from semester to semester.

13. **What are the days & hours of nursing classes?** Nursing classes are generally scheduled for four or five days per week: two to three short days and two long days. Nursing theory courses meet two-three days/week for 2-5 hours/day and are usually between the hours of 8 am and 3 pm. Clinical/lab days are 6 to 12 hours long and are held either in the campus skills lab or in a hospital or other clinical agency in the Houston/Galveston area. Clinical start/end times vary from semester to semester, but are usually between 6 am and 6 pm. Some clinical rotations will be during the evening or night shift and weekends.

14. **How much does the nursing program cost?** The approximate cost for tuition, fees, required textbooks and supplies for the entire 2-year program of RNSG courses is approximately $7,700 if you live in-district; $9,400 if you live out-of-district, or $11,100 for out-of-state or international students. Transition program is approximately $6,200 for in-district, $7,200 for out-of-district, or $8,400 for out-of-state or international students. Costs for non-RNSG courses in the ADN degree are extra. Costs for the following items are also extra: physical exam, tuberculosis test, immunizations and titers, health insurance, a smart device (tablet or smart phone), optional textbooks, commuting costs to clinical sites including gasoline and parking fees. The extra costs are too variable to include in the above estimates; you will need to estimate the extra costs yourself based on your personal situation. Alvin Community College may change tuition rates and other fees without notice or when so directed by the Board of Regents.

15. **What is the current job market for nurses?** Nursing is the largest health care occupation with more than 2 million jobs. According to government statistics, it is one of ten occupations projected to have the greatest number of new jobs.

16. **What is the salary potential for a new graduate nurse?** Earnings vary according to location and schedule worked. Starting salaries average just over $50,000/year.

17. **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)

18. **What are the physical requirements to enter the nursing program?** The student must be in good health and not pose a threat to the health and safety of themselves or others. For more details, see section “ADA and Performance Requirements” in the ADN Student Handbook on the ADN web page. After an applicant is accepted into the program, they must undergo a physical examination and submit a completed and signed "Statement of Fitness" form to the nursing office.
19. **Do I need to have health insurance?** Yes - some clinical sites require students to have health insurance. 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. Not having health insurance may prevent you from attending certain clinicals and prevent you from progressing in the nursing program.

20. **IMPORTANT - HEPATITIS-B SHOTS:** You must turn in proof of at least your first two Hepatitis-B shots or proof of Hep-B immunity by the nursing application due date. There is no time limit on Hepatitis-B shots; childhood Hep-B shot record is acceptable. There is a 5-year time limit on the Hep-B immunity report. You will be told of other immunizations and medical tests to turn in only if you are accepted into a nursing program. All students must submit Hep-B immunity report (called a Hep-B titer) by the end of their first semester in the program.

| Are there legal limitations for ADN program admission and licensure? | Yes! If you have a history of criminal, psychiatric, or substance abuse events, the “Background Checks” page in the ADN application packet will tell you what to do. Applicants who are convicted of a felony, appealing a felony conviction, have a deferred adjudication felony, or on parole for a 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 |

| If you have further questions | you are welcome to contact the ADN department nursing@alvincollege.edu 281-756-5630 |
MAPS

How to Reach Alvin Community College

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.