Admissions, Enrollment Management and Student Affairs
Operating Policy and Procedure

SON OP 60.085 – Traditional BSN Admissions Policy

PURPOSE
Based on this policy, the Programmatic Council makes determinations about student admissions and placement within the curriculum.

REVIEW
The OP shall be reviewed by the Associate Dean for Admissions, Enrollment Management and Student Affairs by October 1st of each even numbered year (ENY), with recommendation for revision forwarded to the Dean of the School of Nursing. Final approval of the OP is provided by the Dean.

POLICY/PROCEDURE
All applicants to the BSN Program complete an online application as directed on the BSN Program website. Students must meet the minimum requirements listed below for admission consideration:

ACADEMIC REQUIREMENTS
- Minimum cumulative GPA of 3.0 is preferred. All grades earned at all schools attended are calculated in the admission grade point average. Applicants with a cumulative GPA below 3.0 will be reviewed on a case-by-case basis.
- Minimum science GPA of 2.75 is required. EFFECTIVE Fall 2023 - minimum science GPA of 3.0
- All non-nursing course prerequisites must be completed with a grade of C or better prior to enrollment.
- Preference will be given to applicants without dropped and/or repeated courses.
- At time of application submission, applicants must have completed and/or have enrollment verification to support completion of the required non-nursing prerequisite courses. A minimum of 45 credit hours of the required non-nursing prerequisite courses (60 hours total), including completion of at least four of the five science courses: Chemistry with lab (4 hours), Human Anatomy I (4 hours), Physiology II (4 hours), Microbiology with lab (4 hours), and Pathophysiology (3 hours).
- Pathophysiology must be one of the four science courses completed to be eligible to apply.
- Grades earned in science core courses – Chemistry, Anatomy and Physiology I & II, Microbiology, and Pathophysiology are required to have a minimal GPA of 2.75. Consideration is given for repetition of science courses.
- Letter of academic good standing if prior enrollment in nursing program.
- EFFECTIVE Fall 2022: CERTIFIED NURSE ASSISTANT (CNA) CERTIFICATION. Students must be certified as a CNA prior to the first day of class. Preference will be given to applicants certified at the time of the application deadline, along with proof of work experience as a CNA. Additionally special considerations will be given to other healthcare experiences such as a health unit coordinator (HUC), a patient care technician (PCT), life guard, etc...

NON-ACADEMIC ADMISSION CONSIDERATIONS
- First generation college student
- Current healthcare work experience
- Military service and/or training
- Based upon fulfillment of all application eligibility requirements as outlined in the School of Nursing Catalog and posted on the BSN website, a determination will be made on an offer of an interview.
- Performance in a required face to face interview upon invitation.

Applicants are reviewed by the Admissions Committee and evaluated individually and holistically, not allowing any single attribute to be the determining attribute in the admission decision. The actual number
of students offered admission is dependent upon a variety of attributes, such as financial resources, classroom space, and available clinical experiences.

**Student Criminal Background Checks**
In compliance with TTUHSC policy, all applicants who have received offers of admission will be required to consent to a criminal background check before being allowed to matriculate. A history of criminal conduct or convictions may result in withdrawal of the admission offer. See the “Criminal Background Checks” section of the SON Student Handbook for the SON policy. The Health Sciences Center policy may be found at HSC OP 10.20. No student will be allowed to matriculate into the program without completing and receiving clearance from the Texas Board of Nursing with either a BON Blue Card or a Declaratory Order with No Stipulations. The cost for a criminal background check(s) is the responsibility of the student.

**Drug Screenings**
Drug screenings may be required if required by the clinical institution site. If a student is requested to complete a required drug screening, this request must be completed within three days of receipt of notification. All results are confidential and are managed by the Office of Student Affairs. The cost of all drug screens are the responsibility of the student.

**Deferment of Admission**
Admission to the Traditional Undergraduate nursing program may be deferred from one semester to the next at the discretion of the admissions committee on a case-by-case basis.

**Transfer Admission**
All requests for transfer to TTUHSC School of Nursing from a different School of Nursing must be made no later than two months prior to the first day of the semester in which transfer admission is requested. The minimum cumulative GPA for transfer admission consideration is 3.0. A student seeking transfer completes an online application showing the expected entry point. The criteria considered for transfer are the same as those criteria considered for a new admission. In addition, the transfer student must submit a letter of good standing from the dean or department chair of the School of Nursing previously attended.

**Enrollment without Credit/Course Audit**
Students who wish to audit a course for no grade must obtain approval from the Department Chair. Students who audit a course will not be listed on the class roll, and no notation of the audit will be made on the student's transcript. Students who are enrolled for 12 semester credit hours or more may audit a course without paying an additional fee.

**Traditional BSN Offers of Admission**
Offers of admission will be made from the Chair of the Traditional BSN Admission Committee approximately eight (8) weeks following the application deadline. Applicants are required to respond to the offer of admission no later than the deadline stated in the letter offering admission by returning a $100 non-refundable placement guarantee fee, as well as a signed response form accepting the offer. Failure to respond by the deadline results in withdrawal of the offer of admission.