SON OP 60.087 – Accelerated BSN Degree 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 of Admissions, Enrollment Management and Student Affairs, in collaboration with the programmatic council, 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 Accelerated BSN Degree Program must complete an online application as directed on the School of Nursing website. All applicants must meet requirements listed below for admission consideration for the specific track to which they are applying:

SECOND DEGREE BSN TRACK ADMISSION REQUIREMENTS INCLUDE:

ACADEMIC REQUIREMENTS
- Previous Bachelor’s Degree in Science or Arts (BA or BS) from an accredited college or university;
- Prior to admission offer, applicants must have either completed all 55 credit hours (SCH) of lower-division general education courses as outlined in the School of Nursing Catalog and posted on the SON Second Degree BSN website or have completed at least 40 credit hours of non-nursing prerequisites with proof of enrollment for the remaining prerequisites. Prior to admission offer, applicants must have completed at least three of the five required science classes, which include Pathophysiology, Microbiology, Anatomy and Physiology I, Anatomy and Physiology II, and Chemistry. All prerequisites must be completed prior to the first day of class.
- Minimum overall cumulative GPA of 2.5; preference for overall cumulative GPA of 3.0 or higher;
- Minimum science GPA of 2.5; preference for science GPA of 3.0 or higher in core courses including Chemistry, Anatomy and Physiology I & II, Microbiology, and Pathophysiology;
- All general education requirements (core curriculum) and pre-requisites must be documented on official transcript prior to the first day of class;
- TEAS V or most current version (Test of Essential Academic Skills) requirements:
  - No minimum required score on any section of the TEAS V or overall.
  - Proficient level or higher
  - Score for the TEAS exam older than one year prior to application submission deadline will not be accepted; and
  - Students applying can take the TEAS V no more than two (2) times per year (both attempts must occur within the one year period prior to application submission deadline). If two sets of scores are submitted the scores will be averaged.
- Completion of a medical terminology course (can be for credit or certificate of completion);
- Completion of certified nursing assistant training. Preference for those certified at time of admission consideration.
- American Heart Association BLS certification prior to first day of class
NON-ACADEMIC ADMISSION CONSIDERATIONS
The order of the following considerations does not indicate any given priority of consideration in the admission decision. All factors are considered relevant.

- Rationale for interest in nursing as a professional career choice.
- Work history and experience.
- Permanent resident of TTUHSC service area county
- First generation college student
- One page resume
- Prior enrollment at Texas Tech University
- Diversity of experience, including proficiency in other languages, knowledge of other cultures, and/or study abroad.
- Military service and/or training
- A face-to-face interview. For those who are invited for an interview, an essay will be required. Professional attire is required for interview.

Applicants are reviewed by the Accelerated BSN Admission and Progression Committee and are 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.

VETERAN to BSN (VBSN) TRACK ADMISSION REQUIREMENTS INCLUDE:

ACADEMIC REQUIREMENTS
- Prior to admission offer, applicants must have either completed all 59 credit hours (SCH) of lower-division general education courses as outlined in the School of Nursing Catalog and posted on the SON VBSN website or have completed at least 40 of non-nursing prerequisites with proof of enrollment for the remaining prerequisites. Prior to admission offer, applicants must have completed at least three of the five required sciences classes, which include Pathophysiology, Microbiology, Anatomy and Physiology I, Anatomy and Physiology II, and Chemistry. All prerequisites must be completed prior to the first day of classes;
- Minimum overall cumulative GPA of 2.5; preference for overall cumulative GPA of 3.0 or higher;
- Minimum science GPA of 2.5; preference for science GPA of 3.0 or higher in core courses including Chemistry, Anatomy and Physiology I & II, Microbiology, and Pathophysiology;
- Submission of TEAS V (or most current version of the Test of Essential Academic Skills) scores no later than the application close date; TEAS V requirements are outlined below:
  - No minimum required score on any section of the TEAS V or overall.
  - Proficient level or higher.
  - Scores for the TEAS V exam older than one year prior to application submissions deadline will not be accepted; and
  - Students applying can take the TEAS V no more than two (2) times per year (both attempts must occur within the one year period prior to application submission deadline). If two sets of scores are submitted the scores will be averaged.
NON-ACADEMIC ADMISSION REQUIREMENTS

The order of the following considerations does not indicate any given priority of consideration in the admission decision. All factors are considered relevant.

- Health Care Specialist Rating (i.e. medic, corpsman, vocational/practical nurse) while in the service. Individuals who have separated from the military are required to submit a DD214 showing proof of a medical rating. Active duty military and reservists are required to submit a Joint Services Transcript. All VBSN applicants must submit either a DD214 or a Joint Services Transcript to provide proof of health care training in the military prior to application deadline. To order your DD214, please go to the following link: http://www.archives.gov/veterans/military-service-records/
- Documentation of recent health care experience (within the past three years), either in the military or as a civilian;
- Submission of current American Heart Association BLS certification prior to first day of class;
- Based upon fulfillment of all VBSN application eligibility requirements as outlined in the School of Nursing Catalog and posted on the VBSN website, a determination will be made on an offer of an interview.
- A face-to-face interview. For those who are invited for an interview, an essay will be required. Professional attire is required for interview.
- Documentation of US citizenship (birth certificate or passport); and
- Status of Texas resident or documented willingness to relocate.

ADDITIONAL NON-ACADEMIC CONSIDERATIONS

- Rationale for interest in nursing as a professional career choice;
- Work history and experience;
- Permanent resident of TTUHSC service area;
- First generation college student;
- One-page resume;
- Prior enrollment at Texas Tech University;
- Diversity of experience, including proficiency in other languages, knowledge of other cultures, and/or study abroad, etc.; and

Applicants are reviewed by the Accelerated BSN Admission and Progression Committee and are evaluated individually. Acceptance is based upon a competitive ranking process for selection based on a point award system of academic and nonacademic requirements and considerations. Administration reserves the right to adjust the number of offers based upon faculty availability and clinical capacity.

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 of 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 is the responsibility of the student.

Deferment on Admission
Accelerated BSN students who have been admitted to the School of Nursing but wish to defer the start date to a later semester will be reviewed on a case-by-case basis by the Admissions and Progressions Committee. Deferments may be granted for reasons including, but not limited to, personal illness or illness of immediate family member, military service, humanitarian or religious service, or financial hardship. Deferments will be granted for no more than one academic year from the time of initial offer of admission and supporting documentation must be provided by the student if deferment is requested.

Conditional Admission
If the requirements for full admission are not met, conditional admission may be available. The student is required to comply with “conditions” stated in the letter of admission offer prior to the first day of class for the semester applying for. Failing to meet the stated requirements will result in retraction of the offer of admission. Examples of conditional admission are as follows but are not limited to:

- Baccalaureate degree completion confirmation (Student graduating in current semester and verification is not available until the end of the semester. Applicable to the Accelerated Second Degree BSN only.)
- Certified Nursing Assistant (CNA) certification confirmation (Student will not have verification until after admission process is over but before the semester of admission begins. Applicable to the Accelerated Second Degree BSN only.)
- Basic Life Support (CPR/AED) training and medical terminology completion confirmation
- Prerequisite course(s) completion confirmation (student will not have verification until after admission process is over but before the semester of admission begins)

Provisional Admission
If requirements for full admission are not met, provisional admission may be available. The student is required to comply with stated “provisions” prior to enrollment or during enrollment in the program. One example where provisional admission might be granted is the situation in which Accelerated VBSN active duty members seek verification of admission for officer promotion purposes. Provisional admission for this purpose will generally only be provided with proof of meeting all prerequisite requirements with the exception of interview results.

Readmission
All requests for readmission must be made no later than two (2) months prior to the first day of the semester in which readmission is requested. The Accelerated BSN Program Council is responsible for overseeing all readmission requests via the Admissions and Progressions Committee. A student who left in good standing and seeking readmission shall complete and submit a readmission application showing the expected entry point to the program’s student affairs coordinator. The coordinator will notify the chair of the Admissions and Progressions Committee of the request for readmission along with providing the most current transcript, and a summary of the circumstances of the student’s withdrawal, if known. A student who left with a record not in good standing must complete and submit a readmission application to the program’s admissions coordinator along with a letter explaining the circumstances resulting in the withdrawal/dismissal and the plan to improve or correct performance if offered readmission. The program’s student affairs coordinator will forward the application, the letter, and any available academic records including the most recent transcript to the chair of the Admissions and Progressions Committee.
The Admissions and Progressions Committee shall review all such requests and may take one of the following actions regarding readmission of a student:

1. Eligible and admit.
2. Eligible pending space availability in nursing courses and in sequence to date of action in relation to other readmission applicants.
3. Not eligible.

The Admissions and Progressions Committee may assign requirements to be met as a condition of enrollment, i.e. successful completion of a benchmark examination. Veterans who are unable to complete a semester due to having been called to active duty may be “readmitted and re-enrolled as a student without penalty or redetermination of admission eligibility within two years following release from the state or federal active military service. If student does not seek readmission within two years of active service, the student will be required to complete admissions process to determine eligibility.” (See TTUHSC Operating Policy 77.16, Military Service for additional considerations.)

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 standing from the dean or department chair of the School of Nursing previously attended.

Special Student Enrollment
Under certain circumstances, it may be appropriate for an individual to seek admission as a special non-degree seeking student. This admission is for the purpose of taking a limited number of courses for one semester only. It is not an avenue for seeking a degree. The individual must receive approval from the Accelerated BSN Degree Program Council for enrollment.

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.

Offers of Admission
Offers of admission will be made from the Accelerated BSN Admissions and Progression Chair approximately eight 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.

Other Admission Information:
Computer: All students admitted will be required to have a computer & Personal Digital Assistants (PDA).