

## **LPN to RN Bridge - Associate Degree in Nursing**

***IMPORTANT NOTE: All applicants MUST have a current, unrestricted North Carolina Practical Nurse license.***

### **Application & Requirements Deadline – June 15, 2021**

It is the student's responsibility to monitor the completion of the Minimum Admission Requirements (MAR) whether enrolled at CVCC or elsewhere. CVCC reserves the right to change curriculum and admission requirements without prior notice. Applicants are responsible for completing admission requirements and ensuring all materials have been submitted by the deadline.

This packet provides information to assist you with the admission process for the LPN to RN Bridge program. Please *carefully review all information* provided in this packet. Additional information can be found on the CVCC Nursing webpage. For questions regarding this program, contact the Department Head of Nursing at (828) 327-7000 extension 4336 or by email at [bbeard@cvcc.edu](mailto:bbeard@cvcc.edu). For questions regarding admission requirements, contact [admissions@cvcc.edu](mailto:admissions@cvcc.edu) or [healthcare@cvcc.edu](mailto:healthcare@cvcc.edu)

**How do I find information about Nursing and employment opportunities?** For general information related to the profession of nursing, refer to the Bureau of Labor Statistics provided by the U.S. Bureau of Labor at <http://www.bls.gov/ooh/Healthcare/Registered-nurses.htm>.

**What is the class schedule/length for this program?** The LPN to RN Bridge is a two (2) semester evening and weekend program. Each semester includes a combination of online and in class coursework in addition to a clinical component. Clinical experiences may be on weekends and will require transportation to the site. This program begins in the Fall term.

Graduates of the LPN to RN Bridge program are eligible to take the national licensure exam (NCLEX) for RNs. **The NC Board of Nursing will review the criminal background check of each applicant applying for licensure. Applicants can be denied licensure based on this review.**

Applicants may take the general education/related coursework for the ADN program prior to acceptance. *Please note that taking these courses does not shorten the program length, but it does lighten one's course load each semester after acceptance into the program.*

**How do I apply for the program?** Complete the [CVCC Online Application](#) for Admission under the "Apply Now" tab on the CVCC homepage. Choose "LPN to RN Bridge" as Intended Major. **Applications are activated by distance** provided the applicant sends an email to [admissions@cvcc.edu](mailto:admissions@cvcc.edu) in which a request is made to activate the Application by distance and accompanied by a copy of the applicant's photo ID (driver's license). Applicants are responsible for reading and understanding LPN-RN Admissions Packet contents and meeting requirements by the published deadline.

**How much does the program cost?** College tuition is set by the North Carolina State Legislature and is subject to change. LPN to ADN program students are required to purchase a variety of books, class uniforms, malpractice insurance, accident insurance, and other fees as set by the College. The *approximate* cost for the program is \$3,500, which is based on 35 credits hours of tuition plus \$1,000 for books. This figure is based upon current in-state tuition rates and reflects an approximate cost only.

**How do I apply for Financial Aid?** All applicants are encouraged to apply for financial aid by completing the Free Application for Federal Student Aid ([FAFSA.ed.gov](https://fafsa.ed.gov)). For information about financial aid, contact the [Office of Scholarships and Financial Aid](#) or email [financial\\_aid@cvcc.edu](mailto:financial_aid@cvcc.edu)

**Do I need a computer?** Yes! Coursework requires students to have their own computer with dependable internet access, printer access, microphone, webcam accessibility, Word, PowerPoint and Excel. Upon application activation to CVCC, students are assigned a CVCC email address. **Communication between student, faculty and any other college personnel will be by CVCC email;** students are expected to use the CVCC email for **all** college correspondence. Students need to read CVCC emails daily and check Blackboard for announcements/assignments, whether enrolled at CVCC or elsewhere. Applicants are notified of an accepted or non-accepted status via **CVCC email**.

**Will I be required to complete a Criminal Background Check/Drug Screening?** Yes. Carefully read the information below regarding background checks, drug testing, and the result of a negative background check. Applicants may only use CastleBranch, a background screening and compliance management company, for background check/drug screenings.

- Clinical facilities require students to undergo criminal background checks and drug testing.
- The student will be required to pay fees associated with these screenings.
- Clinical facilities may refuse access to clinical experiences based on the criminal background checks and/or drug testing.
- If any clinical facility refuses to allow a student access to a clinical experience, the student will be **unable to continue in the program**.

**How does undocumented immigrant status or DACA status affect application to the program?**

Current North Carolina Community College System policy allows DACA and undocumented applicants to enroll at CVCC at the out of state tuition cost. However, acceptance to the college does not guarantee acceptance to a *specific* program. Students with an *unexpired* DACA status are eligible to apply to an Allied Health program. Students must keep active DACA status to remain enrolled in an Allied Health program. Professional licensure is granted by state licensing boards. **Students should inquire with the appropriate licensure board for specific licensure requirements.** Undocumented students are not eligible for admission to an Allied Health program. According to North Carolina and Federal laws, undocumented students are not eligible for North Carolina professional licensure. This policy is subject to change without notice based upon federal and state regulations.

**What if I move my residence while applying for this program?** It is a student's responsibility to inform the college of changes in personal information regarding name, phone number and mailing address. To make changes, refer to *FAQ section* of Student Records in MyCVCC Portal.

**When and how will I be notified of acceptance to the program?** Acceptance to the LPN-RN Bridge program will be determined on a "first come, first served" basis. Applicants must complete **ALL** the minimum admission requirements outlined in this Admissions Packet by the deadline to be considered for admission to the program. Acceptance to the program will be offered to applicants starting with those who have the earliest submission date of ALL requirements and admission to the program will continue until the program is filled.

**Note:** Only applicants who complete ALL minimum admissions requirements will be considered for acceptance to the program. It is the student's responsibility to monitor document submission.

Applicants will be notified of acceptance or non-acceptance in the program via an email to their CVCC email account. Accepted applicants to the program will be sent a confirmation email.

**What if I am not admitted to the program?** Applicants not admitted to the program will need to re-apply for the **next year** by ensuring an open program status (email [healthcare@cvcc.edu](mailto:healthcare@cvcc.edu) to inquire) and completing the MAR Checklist for the **year of reapplication**. Applicants should observe the program deadline to allow enough time to secure additional transcripts, Employment Verification Forms, testing scores or any other required items by the MAR submission deadline.

**Do I need to be CPR certified to apply for this program?** Applicants may apply to the program without having current CPR certification however, once accepted to the program, applicants must provide proof of current Healthcare Provider CPR (American Heart Association Basic Life Support) certification by August 1, 2021.

**May I take the CPR certification course at CVCC?** Yes. CVCC offers this course at various times throughout the year. Visit [Continuing Education](#) for course dates and times.

**Are there any other requirements after initial acceptance to the LPN to RN Bridge program?** Yes. Accepted applicants will be required to attend the Nursing Orientation Session in which additional information will be provided. Accepted students must have the following items completed/submitted by **August 1, 2021**:

1. Submit a completed [Student Medical Form](#), including required immunizations. The Medical Form must have been completed within the past 12 months (between July 30, 2020 and July 30, 2021)
2. Submit evidence of a current CPR certification at the healthcare provider level and issued by the American Heart Association;
3. Complete the criminal background check and drug screening through CastleBranch, a background screening and compliance management company. **If a clinical facility refuses to allow a student for a clinical experience based on said findings, the student will be unable to continue in the LPN – RN Bridge program.**
4. Submit a signed Certificate of Completion evidencing a required NWAHEC Consortium "Core Orientation."

Failure to meet criteria or deadlines will result in the withdrawal of an accepted status.

**What happens if I am unable to provide proof of a current CPR certification (as specified above) and/or submission of a completed Student Medical Form before the August 1, 2021?** If an applicant is initially accepted into the LPN to RN Bridge program, the Department of Nursing will provide the applicant additional information for these requirements. If any of these requirements are not met, students are **unable** to enter the program.

**Do I need to wait until the deadline to submit items and apply?** NO! Applicants are encouraged to submit items early. Applicants are responsible for making sure ALL materials have been submitted to the College by the deadline and as directed by the packet.

**How do I submit the MAR Checklist once it is completed?** From the student's CVCC email account (activated after emailing [admissions@cvcc.edu](mailto:admissions@cvcc.edu) to request application activation), email a scanned or cell phone photo of the completed MAR Checklist to [healthcare@cvcc.edu](mailto:healthcare@cvcc.edu). The MAR Checklist must be entirely readable with the student's name and CVCC ID#. MAR Checklists are not accepted after the published deadline; applicants should make note of the deadline date published in the packet and on the MAR Checklist. Documents emailed to any other CVCC email address **are not** considered.

# Minimum Admission Requirements (MAR) Explained

To be considered for acceptance to the program, all applicants must complete Minimum Admission Requirements (MAR) by the deadline. The following information explains each Minimum Admission Requirement in detail and provides hyperlinks to resources that may be helpful in fulfilling each requirement. *Applicants are responsible for making sure all materials are submitted to the College by the deadline and as directed by the packet.*

**NOTE: ALL applicants to the LPN-RN Bridge program MUST have a current, unrestricted North Carolina Practical Nurse license.**

## PHASE 1 – Admission to the College Process

**1. DO THIS STEP FIRST: Activate\* the [CVCC Application](#) with “LPN to RN Bridge” as the intended major and appropriate entry term.**

\*Applications are **activated** when an applicant sends an email to [admissions@cvcc.edu](mailto:admissions@cvcc.edu) with a request to activate the application and a cell phone photo of a valid photo ID (Driver's License). Previous students must have an active program status to be considered for the program; email [healthcare@cvcc.edu](mailto:healthcare@cvcc.edu) to inquire about active program status.

To avoid disappointment, do not wait until the deadline date to start the Application process.

**2. High School Transcript:** Submit an *official* High School/High School Equivalency transcript in a sealed envelope issued from the school, electronically through a **3<sup>rd</sup> party vendor** to [transcripts@cvcc.edu](mailto:transcripts@cvcc.edu) or by postal mail. Plan accordingly to ensure transcripts arrive by the deadline. Information on how to request transcripts may be found at the [How to Request Official Transcripts](#) webpage.

**3. College Transcripts:** Submit **ALL** *official* college transcripts from **EVERY** school ever attended (except CVCC) in a sealed envelope issued from the school, electronically through a 3<sup>rd</sup> party vendor (Parchment, ScriptSafe etc.) to [transcripts@cvcc.edu](mailto:transcripts@cvcc.edu) or by postal mail. Plan accordingly to ensure transcripts arrive by the deadline. Information on how to request transcripts may be found at the [How to Request Official Transcripts](#) webpage.

**4. Official LPN Transcript and documented work experience:** All applicants must provide evidence of the following:

- 1.) Graduation from a regionally accredited Practical Nurse (PN) program; **AND**
- 2.) Current full or part-time employment as a licensed nursing practitioner.

*Applicants who graduated from a Practical Nurse program and earned licensure **within the past 12 months (June 15, 2020 to June 15, 2021)** must be currently employed as a licensed nursing practitioner.*

*Applicants who graduated from a Practical Nurse (PN) program and earned licensure **prior to July 30, 2019** must provide proof of 12 months of full or part-time employment within the past two years (June 15, 2019 to June 15, 2021).*

**Documenting Employment:** Applicants must ask a supervisor or employer to complete the Employment Verification Form (EVF) and document employment as an LPN. The EVF is the only acceptable document; no other forms or letters will be accepted.

Applicants are responsible for providing the EVF to the employer and ensuring the completed Form is emailed to [healthcare@cvcc.edu](mailto:healthcare@cvcc.edu) from the applicant's CVCC email by the published deadline.

5. **Prior Coursework:** Applicants must have **completed** the following courses with a grade of "C" or higher in every course **prior to application to the LPN to RN Bridge program:**

- \_\_\_ BIO 168 – Anatomy & Physiology I (4 credit hours)
- \_\_\_ BIO 169 – Anatomy & Physiology II (4 credit hours)
- \_\_\_ ENG 111 – Writing & Inquiry (3 credit hours)
- \_\_\_ NUR 101 – Practical Nursing I (11 credit hours)
- \_\_\_ NUR 102 – Practical Nursing II (10 credit hours)
- \_\_\_ NUR 103 – Practical Nursing III (9 credit hours)
- \_\_\_ PSY 150 – General Psychology (3 credit hours)

NOTE: BIO 163 is **not** acceptable as a substitute for BIO 168 and BIO 169. Applicants with BIO 163 should take BIO 168 and BIO 169 prior to applying to the LPN-A.D.N. Bridge program. BIO 165 and BIO 166 are acceptable substitutions for BIO 168 and BIO 169.

The following courses in the NUR curriculum are granted AP credit at CVCC: NUR 111 (Intro to Health Concepts), NUR 112 (Health- Illness Concepts), NUR 113 (Family Health Concepts), NUR 114 (Holistic Health Concepts) and NUR 211 (Healthcare Concepts). Competency objectives were met by earning the LPN credential from a *regionally accredited institution* that includes NUR 101, 102, and 103 and the possession of current LPN licensure issued by the **NC Board of Nursing**.

6. **LPN License:** Submit a copy of the LPN license. **ALL applicants to the LPN to RN Bridge program must have a current, unrestricted North Carolina Practical Nurse license.**

7. **Grade Point Average (GPA):** Applicants must have an earned college GPA of a 2.00 or higher.

8. **Information Session:** Applicants must attend a mandatory Information Session. Attendance to an Information Session is required each year an applicant applies to the program. Date and times of the Information Sessions are posted on the CVCC Nursing webpage. Meetings are conducted via WebEx.

9. **ATI NCLEX-PN Comprehensive Exam - Applicants only need to take this exam ONCE**, but the exam must be taken within last 12 months (June 15, 2020 – June 15, 2021).

- If applicants take the NCLEX-PN at CVCC, scores are automatically recorded in the applicant's record.
- **IMPORTANT:** Applicants who do not take the NCLEX-PN at CVCC must request an official score report from ATI by emailing Christina Decker ([Christina.Decker@atitesting.com](mailto:Christina.Decker@atitesting.com)) and requesting the NCLEX-PN score report be sent to [jgibbs@cvcc.edu](mailto:jgibbs@cvcc.edu).
- The NCLEX-PN exam is given by appointment only at CVCC. Applicants may schedule an exam appointment by emailing [testingcenter@cvcc.edu](mailto:testingcenter@cvcc.edu) to request an NCLEX-PN appointment or calling 828-327-7000, Ext. 4048. Be sure to specify the **NCLEX-PN** exam and not the NCLEX.
- A test fee must be paid on or before the applicant's actual test date. Payment must be in cash or by credit card (no checks). Fees are payable in the CVCC East Campus Business office, which is located beside the CVCC Testing Center. Applicants must produce a paid receipt to the Testing Center or applicants will be unable to test.
- A valid photo ID is required to take the NCLEX-PN Exam.

10. **Submit the completed MAR Checklist** before the deadline.

From the applicant's CVCC email account (activated **after an email request to activate the Application is received at [admissions@cvcc.edu](mailto:admissions@cvcc.edu)**), email a scanned copy or cell phone photo of the completed MAR Checklist to [healthcare@cvcc.edu](mailto:healthcare@cvcc.edu). The MAR Checklist must be entirely readable with the student's name and CVCC ID#. MAR Checklists are not accepted after the published deadline; applicants should make note of the deadline date published in the packet and on the MAR Checklist. **All documents must be emailed to [healthcare@cvcc.edu](mailto:healthcare@cvcc.edu) by the published deadline. Documents emailed to any other CVCC email address will not be accepted. There is no need to send other types of documentation (resumes, personal letters of reference, awards, etc.) other than what is required.**

## **Phase 2: After confirming your acceptance to CVCC's LPN – RN Bridge program**

Applicants **accepted into the program will be sent an acceptance notification email**. Applicants will be provided instructions to *confirm acceptance to the LPN to RN Bridge program*. Applicants who confirm the offer of acceptance must complete the following items in order to be fully accepted to the program:

1. Submit a completed [Student Medical Form](#), including required immunizations. The Medical Form must have been completed within the past 12 months (July 30, 2020 through July 30, 2021).
2. Submit evidence of a current Healthcare Provider CPR (American Heart Association Basic Life Support) certification;
3. Complete the criminal background check and drug screening through CastleBranch, a background screening and compliance management company. **If a clinical facility refuses to allow a student for a clinical experience based on said findings, the student will be unable to continue in the LPN – RN Bridge program.**
4. Complete a required NWAHEC Consortium “Core Orientation” power point presentation and submit the signed Certificate of Completion.

Failure to meet criteria or deadlines will result in withdrawal of an accepted status.

## Associate Degree Nursing - Technical Standards

Nursing is a career field with cognitive, sensory, affective, and psychomotor performance requirements. The following activities are examples of the kind of activities which a student in the Nursing Program will be required to perform in order to successfully complete the program.

<b>Critical Thinking</b>	Nursing student should possess critical thinking ability sufficient for clinical judgment.	Student must be able to identify cause-effect relationships in clinical situations; develop or participate in the development of nursing care plan.
<b>Interpersonal Skills</b>	Nursing student shall possess interpersonal abilities sufficient to interact with individuals, families, groups, etc. from a variety of social, emotional, cultural and intellectual backgrounds.	Student shall establish rapport with clients/patients and health care team members.
<b>Communication Skills</b>	Nursing student shall possess communication abilities sufficient for interaction with others in verbal and written form.	Explain treatment procedures, initiate health teaching, document and interpret nursing actions and client/patient responses.
<b>Mobility</b>	Nursing student shall possess physical abilities sufficient to move from room to room and maneuver in small spaces, stand and walk for extensive periods of time.	Moves around in patients' rooms, work spaces and treatment areas, administer cardiopulmonary procedures.
<b>Motor Skills</b>	Nursing student shall possess gross and fine motor abilities sufficient to provide safe and effective nursing care.	Calibrate and use equipment, position clients/patients.
<b>Hearing</b>	Nursing student shall possess auditory ability, sufficient to monitor and assess health needs.	Hear monitor alarms, emergency signals, auscultatory sounds, cries for help.
<b>Visual</b>	Nursing student shall possess visual ability sufficient for observation and test necessary in nursing care.	Observe client/patient responses, see calibration of BP equipment, assess patient.
<b>Tactile</b>	Nursing student shall possess tactile ability sufficient for physical test.	Perform palpation, functions of physical examination and/or those related to therapeutic intervention, insertions of catheters.
<b>Weight-Bearing</b>	Nursing student shall possess ability to lift and manipulate/move 45-50 pounds, weekly and sometimes daily.	Position clients/patients, move equipment.
<b>Cognitive Abilities</b>	Nursing student shall possess ability to be oriented to time, place and person and organize responsibilities, make decisions.	Student shall assess client/patient complaints and implement appropriate.
<b>Occupational Exposures</b>	Nursing student may be exposed to communicable disease and/or body fluids, toxic substances, medicinal preparations, latex, and shall use appropriate precautions at all times.	Student may be assigned a patient with a communicable disease and shall provide total care using universal precautions.

**Note:** Standards developed by the Board of Directors for the Southern Council of Education for Nursing to assist Nursing Education Programs in compliance with Americans with Disabilities Act.

**Please note: Examples are not all inclusive.**

If you have a disability and need accommodations, please contact the Counselor for Students with Disabilities and Special Programs at least 72 hours in advance at (828) 327-7000, ext. 4222 or [accommodations@cvcc.edu](mailto:accommodations@cvcc.edu).

## Pre-Admission Coursework Guide

The information provided below is for planning purposes only. Admission and curriculum requirements are subject to change without notice.

The following courses **MUST BE COMPLETED** with a grade of "C" or higher **PRIOR** to application to the LPN to A.D.N. Bridge program:

NOTE: ALL applicants must have a current, unrestricted North Carolina Practical Nurse license.	
<b>BIO 163</b> is not accepted; <b>BIO 165 &amp; BIO 166</b> may be used.	
<b>BIO 168</b> – Anatomy & Physiology 1 (4 credit hours)	
<b>BIO 169</b> – Anatomy & Physiology 2 (4 credit hours)	
<b>ENG 111</b> – Writing and Inquiry (3 credit hours)	
<b>NUR 101</b> – Practical Nursing I (11 credit hours)	
<b>NUR 102</b> – Practical Nursing II (10 credit hours)	
<b>NUR 103</b> – Practical Nursing III (9 credit hours)	
<b>PSY 150</b> – General Psychology (3 credit hours)	

**CVCC's LPN – RN Bridge Curriculum** - Students are required to complete the following courses and maintain a **2.00 GPA** to successfully complete the program. General Education courses\* may be taken at CVCC or another regionally accredited institution and documented by official transcript prior to entering the program. Credit will be granted for courses completed with grades of "C" or higher.

### FALL TERM – 17 credit hours

### \*General Education Course

BIO 275* – Microbiology (4 credit hours)
NUR 214 – Nursing Transition Concepts (4 credit hours)
NUR 221 – LPN to A.D.N. Concepts I (9 credit hours)

### SPRING TERM – 15 credit hours

### \*General Education Course

ENG 112* – Writing/Research in the Discipline (3 credit hours)
<b>OR</b>
ENG 114* - Professional Research & Reporting (3 credit hours)
NUR 223 – LPN to A.D.N. Concepts II (9 credit hours)
Humanities/Fine Arts Elective* (3 credit hours - options below)

*Humanities/Fine Arts Elective options:* Select ONE of the following 3 credit hour courses:

ART 111-Art Appreciation, ART 114–Art History Survey I, ART 115–Art History Survey II, HUM 115 – Critical Thinking, MUS 110–Music Appreciation, MUS 112– Introduction to Jazz, PHI 215–Philosophical Issues, or PHI 240–Introduction to Ethics (revised 4-19-2021)