
LPN to RN Bridge - Associate Degree in Nursing Application & Requirements Deadline – February 28, 2023

Applicants need at least two weeks to complete all application requirements.

BEFORE YOU START: Each applicant to this competitive admission program must meet the following 3 requirements **before** making application to this program:

1. **Have a current, unrestricted Practical Nurse license with privileges to work in North Carolina according to the North Carolina Board of Nursing.**
2. **Be a graduate from a regionally accredited Practical Nurse (PN) program; and**
3. **Be currently employed as a licensed nursing practitioner.**

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 as directed by this packet.

This packet provides information to assist applicants with the admission process. **Please carefully review all information.** For questions, contact the Department Head of Nursing by email at bbeard@cvcc.edu. For questions regarding general admission, contact admissions@cvcc.edu or healthcare@cvcc.edu.

What is the class schedule/length for this program? The LPN to RN Bridge program is a *competitive admission*, 2 semester, fast-paced, intensive, hybrid program with scheduled in-person classes in the early evenings on designated weekdays, substantial (3-7 hours) asynchronous (on-line) learning, and weekend clinical (6 - 12 hours) dependent on the semester and course. Currently, clinical is scheduled for every Saturday for 6 or 12 hours depending on the course. Graduates of the LPN to RN Bridge program are eligible to take the national licensure exam (NCLEX) for RNs. Students are unable to use current employment for clinical.

How much does the program cost? College tuition is set by the NC State Legislature and is subject to change. Students are required to purchase a variety of books, uniforms, malpractice insurance, accident insurance, and other fees as set by the College. The *approximate tuition cost* for the program is \$3,200 based on 35 semester credit hours. In addition to tuition, text books, classroom supplies, uniforms, ATI fees, etc. bring the total cost to **approximately \$5,500**. The tuition figure reflects current in-state tuition rates and is an approximate cost only. Applicants will pay a graduation fee.

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)).

Do I need a computer? Yes! The LPN-RN Bridge program is presented in a hybrid format requiring the following technology resources for successful completion of this program:

A laptop computer with:

- Windows 10 or later
- At least 4GB of RAM (6GB or more preferred)
- At least 3GB Hard Drive capacity (more preferred)
- Web Camera and Microphone
- Installation of Microsoft Office Suite & Teams (provided by CVCC)
- Installation of the free Google Chrome, Mozilla Firefox, or newest Microsoft Edge browser (Chrome recommended)
- Reliable Internet Access
- Printer Access

Cell phones are not a substitute for laptop computers; cell phones are unable to be used to successfully complete assignments for this program.

Will I get a CVCC email account? Yes. After application activation, students are assigned a CVCC email address. *Communication between student, faculty and any other college personnel must be by CVCC email.* Students need to read CVCC emails daily and check Blackboard for announcements or assignments, whether enrolled at CVCC or elsewhere.

How does undocumented immigrant status or DACA status affect application to the program? Current NC Community College System policy allows DACA and undocumented applicants to enroll at CVCC. 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.

How do I meet clinical and licensure requirements for this program? Applicants must use CastleBranch, a management system for clinical compliance regarding criminal background check, drug testing, etc. Failure to complete and/or meet program requirements by the deadline for clinical agencies will impede progress in the program.

- Clinical facilities require students to undergo criminal background checks, drug testing and have certain immunizations/vaccines.
- 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 education site refuses student admission to their site for any reason, no other clinical site will grant admission to that student. The student's progression in the program will be terminated as the student will be unable to complete the clinical requirements for the program.
- **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.**

How does “competitive admission” work? Applicants who complete ALL admissions requirements and submit a completed MAR Checklist by the published deadline will be awarded points for grades earned in required semester courses.

In addition to LPN courses, applicants **must** complete general education courses with a grade of “C” or better **before** applying to the program. Earned grades in these semester courses earn points in the competitive admission process:

- BIO 168 – Anatomy & Physiology 1 (4 semester credit hours)
- BIO 169 – Anatomy & Physiology 2 (4 semester credit hours)
- ENG 111 – Writing and Inquiry (3 semester credit hours)
- PSY 150 – General Psychology (3 semester credit hours)

Applicants are not required to have the following general education courses at the time of application. Applicants with one or more of the following courses with a grade of “C” or better will be awarded *additional* points in the competitive admission process:

- BIO 275 – Microbiology (4 semester credit hours)
- ENG 112 - Writing/Research in the Disciplines (3 semester credit hours)
- OR** ENG 114 – Professional Research and Reporting (3 semester credit hours)
- Humanities/Fine Arts Class (only one of these 3 semester credit hour courses may be used: ART 111, ART 114, ART 115, HUM 115, MUS 110, MUS 112, PHI 215 or PHY 240)

When and how will I be notified of acceptance to the program? This program accepts 40 students each fall. Applicants earning the highest point values in the competitive admission process will be notified of contingent acceptance to the LPN-RN Bridge program within 2-6 weeks of the program deadline. All other applicants are notified at the same time of an alternate status or not accepted status. CVCC does not use waiting lists for any healthcare program.

What’s next if I am accepted to the program? Upon receipt of the acceptance status email, it is the responsibility of the applicant to send a reply email confirming an intention to enter the program. Once the applicant’s confirmation has been received, the applicant will be designated as a contingent accepted student and will be emailed to the CVCC email account a “LPN-RN Bridge Program Acceptance Packet.” The “LPN-RN Bridge Program Acceptance Packet” contains important information regarding final acceptance into the program and next steps.

What if I am not admitted to the program? Applicants not admitted to the program may re-apply the next year by completing the MAR Checklist for the year of reapplication, meeting all minimum admission requirements and re-entering the competitive admissions process.

Minimum Admission Requirements (MAR) Explained – Phase 1

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. Applicants are responsible for ensuring all materials are submitted by the deadline as directed by the packet.

Admission to the College - Phase 1

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

2. High School Transcript: Submit an *official* High School/High School Equivalency transcript in a sealed envelope issued from the school, electronically through CFNC or another **3rd party vendor** to 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 3rd party vendor (Parchment, ScriptSafe etc.) to 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. **An applicant’s official LPN transcript from a regionally accredited institution is part of this requirement.**

4. Mandatory 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.

5. Required Coursework: Applicants must have **completed** the following courses with semester credit hours and a grade of “C” or higher **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)

*CVCC does not accept quarter credits from another institution unless that same institution remains on the quarter system today. Students with quarter credits in LPN – RN Bridge courses should opt to repeat the course(s) on semester 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 will be 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. Grade Point Average (GPA): Applicants must have an earned college GPA of a 2.00 or higher.

7. Unrestricted North Carolina Practical Nurse License . Students must submit a clear and readable image showing their name and current, unrestricted registry information from the [North Carolina Board of Nursing website](http://www.ncbon.com) (www.ncbon.com).

8. Employment Verification Documentation for full or part-time licensed nursing practitioner. To verify employment, applicants must ask a supervisor or employer to complete the [Employment Verification Form \(EVF\)](#) in this packet and document employment as an LPN. The EVF in this packet is the only acceptable document; no other forms or letters will be accepted.

9. Submit the completed MAR Checklist before the deadline.

From the applicant's CVCC email account, email a scanned copy or cell phone photo of the completed MAR Checklist to 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 by the published deadline and as directed to healthcare@cvcc.edu. Documents emailed to any other CVCC email address **are not** considered.

Phase 2: For Students Who Accept a Spot in the LPN – RN Bridge Program

DO NOT ADDRESS ANY OF THE ITEMS LISTED IN PHASE 2, UNTIL YOU HAVE BEEN ACCEPTED INTO THE PROGRAM AND HAVE ATTENDED THE ORIENTATION SESSION.

Once the applicant's confirmation email has been received, the applicant will be designated as a contingent accepted student. Applicants will be emailed a "LPN-RN Bridge Program Acceptance Packet" to the **CVCC email account**.

Accepted students will be required to attend a **Nursing Orientation Session** in which additional information will be provided regarding the "LPN-RN Bridge Program Acceptance Packet." The following requirements will be discussed in greater detail:

1. **Provide CPR Certification:** Applicants must provide proof of current Healthcare Provider CPR (American Heart Association Basic Life Support) certification. CVCC offers this course various times throughout the year. Visit [Continuing Education](#) for course dates and times.
2. **Take ATI NCLEX-PN Comprehensive Exam at CVCC**
 - ALL students contingently accepted into the Bridge Program are required to take the ATI NCLEX-PN Comprehensive Exam as part of Phase 2.
 - Students must take the NCLEX-PN exam in CVCC's Testing Center. Testing dates and times will be provided in the Acceptance Packet information. Tests taken at any other location will not be accepted.
 - 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.
 - Previous applicants to the CVCC LPN-RN Bridge program who are admitted to the program the very *next* year may or may not choose to retest. Test scores for these applicants are valid for two years. Previous applicants admitted to the program *after* two years will be required to retest.
 - A valid photo ID is required to take the NCLEX-PN Exam.
3. Submit a completed [Student Medical Form](#), including required immunizations.
4. Complete the criminal background check and drug screening through CastleBranch, a management system for clinical compliance. If **any** clinical education site refuses student admission to their site for any reason, no other clinical site will grant admission to that student. The student's progression in the program will be terminated as the student will be unable to complete clinical requirements for the program.
5. Complete a required NWAHEC Consortium "Core Orientation" power point presentation and submit the signed Certificate of Completion.

What happens if I am unable to provide proof of any of the above requirements? If an applicant is initially accepted into the LPN to RN Bridge program, the Department of Nursing will provide the applicant additional information for this requirement. If any of these requirements are not met, students are **unable** to enter the program. Failure to meet criteria or deadlines will result in the 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.

Critical Thinking	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.
Interpersonal Skills	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.
Communication Skills	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.
Mobility	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.
Motor Skills	Nursing student shall possess gross and fine motor abilities sufficient to provide safe and effective nursing care.	Calibrate and use equipment, position clients/patients.
Hearing	Nursing student shall possess auditory ability, sufficient to monitor and assess health needs.	Hear monitor alarms, emergency signals, auscultatory sounds, cries for help.
Visual	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.
Tactile	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.
Weight-Bearing	Nursing student shall possess ability to lift and manipulate/move 45-50 pounds, weekly and sometimes daily.	Position clients/patients, move equipment.
Cognitive Abilities	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.
Occupational Exposures	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.

Important Instructions for the Employment Verification Form (EVF)

Applicants to the LPN-RN Bridge program must document work experience. This Employment Verification Form (EVF) must contain **actual dates of employment and bear the signature of the applicant's supervisor.***

- Applicants must complete the top of the Employment Verification Form. No other document is acceptable. **The Applicant is then responsible for submitting the Form to CVCC before the deadline.**
- Applicants are responsible for emailing the Employment Verification Form to the appropriate individual who can verify (the "Verifier") the applicant's **actual dates of employment**. The Verifier should complete the lower portion of the Form. *This is not a personal "letter of recommendation"; it is only a verification of employment.*
- Applicant must use the Employment Verification Form included in the LPN – RN Bridge Admissions packet. No other document is acceptable.
- Military veterans may contact VA Representative on campus for additional information.
- For questions regarding the Employment Verification Form, please contact Benita Beard, Director of Nursing, at 828-327-7000, extension 4336, or bbeard@cvcc.edu.

*Applicant's submission of the EVF grants permission for CVCC Nursing to contact the Verifier.

This Employment Verification Form must contain **actual dates of employment and bear the signature of the applicant's supervisor.***

To Be Completed & Submitted by the LPN-RN Bridge Applicant:

Applicant Name: _____

Applicant e-mail address: _____

Applicant CVCC ID# _____

Applicant: Email this form to your verifier.

To Be Completed by the Verifier of Applicant's employment history:

Facility Name: _____

Actual Dates of employment (Example: 02-14-13 to 05-22-16/present):

From _____ to _____

Verifier's role/position in above facility: _____

Verifier's Name (printed): _____

Verifier's Email Address: _____

Verifier's Signature: _____

Date: _____

Verifier: Email this form back to the applicant.

*Applicant's submission of this document grants permission for CVCC Nursing to contact the Verifier.

This information is for planning purposes only. Admission & curriculum requirements are subject to change without notice.

The following courses **MUST BE COMPLETED** with a grade of "C" or higher with semester credits (quarter credits are not accepted) **PRIOR** to application to the LPN to A.D.N. Bridge program:

NOTE: BIO 163 is not accepted; BIO 165 & BIO 166 may be used.	
BIO 168 – Anatomy & Physiology 1 (4 credit hours)	
BIO 169 – Anatomy & Physiology 2 (4 credit hours)	
ENG 111 – Writing and 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)	

CVCC's LPN – RN Bridge Curriculum - Students are required to complete the following courses on the semester system (no quarter credits) 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)
OR
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

Phase I MAR Checklist Submission Deadline - February 28, 2023 at 11:59pm EST

Name: _____ **Student ID#:** _____

Admission requirements are subject to change without notice. Students must ensure all materials have been submitted **before** the deadline and as directed by the packet.

- 1. Complete the [CVCC Application](#) with “LPN to RN Bridge” as the intended major with appropriate entry term.
- 2. Submit official [High School/High School Equivalency Transcript](#).
- 3. Submit all official, sealed [College Transcripts](#). If additional coursework is completed after submission of transcripts, an official *updated* transcript must be submitted to CVCC to ensure all possible transfer credit is awarded.
- 4. Attend Mandatory Information Session (Dates and times are published on the CVCC webpage.) Date attended: _____
- 5. Complete the minimum required general education courses (in addition to the LPN courses) on the semester system with a grade of “C” or better in each class: BIO 168, BIO 169, ENG 111, PSY 150.
- 6. Meet college GPA requirement of 2.00.
- 7. Submit a copy of your current, unrestricted Practical Nursing License from the [North Carolina Board of Nursing website](#).
- 8. Submit Employment Verification Form (EVF).
- 9. **Submit the completed MAR Checklist before the deadline.** From the student’s CVCC email account, send a scanned or cell phone photo of the completed MAR Checklist to healthcare@cvcc.edu. The *entire* document must be legible and readable.