



Department of Nursing
Policy #001

Selection and Admission to Nursing Program

Status:	Approved 04/08/2014; Revised and Approved 10/14/2014; Revised and Approved 6.1.2017; Revised and Approved 12.13.2017, Revised and Approved 5.1.2020
Effective:	5.1.2020
Initiated by:	Admission, Progression Retention and Graduation Committee
Relevant WAC:	WAC 246-840-519

Purpose

The purpose of this policy is to provide guidelines to the administration, faculty and staff for student admission to the BSN program in the Department of Nursing.

Plan

Admission to the nursing program is selective. Nursing is a practice discipline which bears great responsibility for maintaining high ethical and intellectual standards. The admission process provides a method of selection that assures qualified applicants are granted admission.

Admission to the BSN program is a three-step process: The three-steps are:

1. Application and admission to Heritage University,
2. Placement in the pre-nursing pathway, and
3. Application and acceptance to the BSN program.

Policies and Procedures

Policy: Individuals seeking admission to the BSN program offered by Heritage University Department of Nursing must meet the admission criteria of Heritage University prior to consideration for admission to the nursing program. Prospective students apply to Heritage University indicating desire for admission to the pre-nursing pathway. Once it has been determined that an individual has met Heritage University's admission standards, the student may pursue pre-nursing pathway (Nursing Policy #30) or apply for early admission to the BSN program (qualifications below). Neither admission to Heritage University, nor placement in the pre-nursing pathway guarantees admission to the BSN program. Admission to the BSN program is selective. The criteria for admission are described in the procedures below.

Procedure: The procedure, adopted for use by the Admission, Progression, Retention, and Graduation Committee, is designed to reduce bias in the selection process.

Step 1: Meet admission requirements to Heritage University as designated by the Heritage University catalog <http://catalog.heritage.edu/>

Step 2: Admission to the pre-Nursing Pathway or Early Admission

A. Requirements for a HIGH SCHOOL SENIOR to be considered for Pre-Nursing Pathway

1. High school 3.00 GPA on a 4-point scale.
2. Successful completion of these high school courses: English (4 units); college-prep mathematics (3 units); social sciences (2 units); biology and chemistry (2 units).
Each course is to be completed with a grade of 2.00 (C) or better.
3. Completed application and admission to Heritage University.
4. Compass score consistent with placement into college level MATH 140 and ENG 101 upon admission to Heritage University.
5. Eligibility for placement in CHEM 101, CHEM 105 or CHEM 110 per evaluation by Heritage University Chemistry professor.

B. Requirements for a HIGH SCHOOL SENIOR or CURRENT 1st-YEAR of COLLEGE HERITAGE STUDENT to be considered for Early Admission to the BSN Program:

1. High school 3.00 GPA on a 4-point scale.
2. Successful completion of these high school courses:
 - a. English (4 units)
 - b. College-prep mathematics (4 units) including pre-calculus, calculus, and/or statistics.
 - c. Social science (2 units)
 - d. Science (3 units): biology (1 unit), chemistry (1 unit); additional chemistry, biology, physics, and related sciences (1 unit).Each course is to be completed with a grade of 3.00 (B) or better.
3. Composite ACT score of 26 or better or SAT score of 1230 or better
-OR-
Compass score consistent with placement into college level MATH 140 and ENG 101 upon admission to Heritage University.
4. Completed application and admission to Heritage University.
5. Development and adherence to an individualized academic plan to efficiently complete all BSN program prerequisites.
6. Complete “Step 3” below *the year prior* to the “Sophomore Year” in the BSN Program.
7. Once admitted to the BSN program, the student must achieve a “B-“ or better in all NURS courses and other courses required for the BSN degree. [see progression policy]
8. If the student attains and maintains the above requirements, the Chair of APRG may choose to waive the HESI 2A exam requirements listed below in Step 3. If a student applies for early admission to the BSN program but does not meet or maintain all of the above requirements, the student will be placed in the “Pre-Nursing Pathway.”

C. Requirements for a CURRENT HERITAGE STUDENT requesting major change to Pre-Nursing Pathway

1. Overall minimum college GPA of 2.75 on a 4-point scale.
2. Completion of at least one of the following: BIOL 110, CHEM 101, MATH 140.

3. Grade of C+ or better will be required in CHEM 101 and Math 140.
4. Completion of at least three of the following with a grade of C+ or better: PSY 101, SOC 101, PHIL 210, ENG 101 or UNIV 101.

D. Requirements for a TRANSFER APPLICANT to be considered for Pre-Nursing Pathway

1. Overall minimum college grade point average of 2.75 on a 4-point scale.
2. Completed application and admission to Heritage University.
3. Official copies of high school transcripts if fewer than 30 credits of college work completed.
4. Official copies of all college transcripts.
5. Completion of the equivalent of at least one of the following: BIOL 111, CHEM 101, MATH 140.
6. Grade of C+ or better will be required in CHEM 101 and MATH 140.
7. Completion of the equivalent of at least two of the following with a grade of at least C+ or better: PSY 101, SOC 101, ENG 101.

PREREQUISITE COURSEWORK

Once admitted as a pre-nursing student to Heritage University, work will begin on the prerequisites for the BSN Program. Before the student can be considered admission to the BSN Program, the “Year One Prerequisite” courses shown below must be completed or in progress the spring semester the student is submitting his/her application.

<u><i>Year One Prerequisites</i></u>	<u><i>Credit Hours (semester hours)</i></u>
1. Two chemistry courses: CHEM 101/101L or CHEM 110/110L or CHEM 105 and CHEM 202/202L <i>Note:</i> MATH competency at the level of MATH 96 is required prior to CHEM 101	9 credits
2. Math: MATH 140/140L College Algebra	4 credits
3. Biology: BIOL 111/111L	4 credits
4. English Composition I: ENG 101	3 credits
5. Heritage Core: UNIV 101	3 credits
6. Two of the four courses listed below:	
• PSY 101: Intro to Psychology	3 credits
• SOC 101: Intro to Sociology	3 credits
• PHIL 210: Logic and Critical Reasoning	3 credits
• ENG 102: English Composition II	3 credits
7. These two nursing courses are recommended prerequisites, and may be taken in the pre-nursing pathway. If not taken before selection to the BSN program, they may be taken as co-requisites and must be taken by the end of the sophomore year.	
• NURS 114W: Personal Knowledge Development	2 credits

- NURS 206W: Ethical Nursing Practice 2 credits

All NURS courses and all other courses required for the BSN degree, following admission to the BSN program, must be completed with no less than a B- (80% on the Nursing Program Grading Scale).

Step 3: Admission to BSN program

Selection for the BSN program is competitive. In a given year the Chair of APRG will determine whether to publish specific admission dates for batch admission, or conduct a rolling admission. Early Admission occurs on an ongoing basis for qualified applicants (see Step 2, B above). In addition to reviewing Steps 1 and 2 admission requirements, the Admissions committee will review:

- A. Application to the BSN program.
- B. Successful predictor scores on the HESI-A2, unless waived for early admission.
- C. Signed waiver for background check.
- D. Essay - a two (2) page statement of education, experience, career goals and personal mission as it relates to the BSN role.
- E. Three (3) reference letters on the reference form provided. One must be from either a professor or an employer.
- F. An admission interview may be required.

Final Selection Procedure into the BSN program:

Applications will be considered for selection when all required documents are submitted to the Nursing Department.

Applications will be discarded if:

- Overall score and sub-scores on the HESI-A2 admissions test are not predictive of success in a BSN program.
- Application is incomplete.
- Minimum prerequisite(s) are not met.
- The Criminal Background Check reveals applicant is not in compliance with the Washington Department of Health RCW 18.130.050 (13).

The pool of qualified applications will be given to the Chair of Admission, Progression, Retention and Graduation Committee (APRG) for selection of applicants to the program. The APRG Chair delegates dimensions of the selection process to faculty, staff and students of Heritage University and community partners. Nursing applicants are selected based on the required documents submitted. Guidelines for delegation of selection tasks are as follows:

Guidelines for Delegation of Selection Tasks						
Task	Members of Nursing Faculty Assembly	Non-Nursing Heritage Faculty	Nursing Department Staff	APRG Student Members	APRG Chair	Community Partners
Compile Completed Applications			✓			
Delegate Selection Tasks					✓	
Interview	✓	✓		✓		✓
Evaluate Written Essay	✓	✓				

Policy #001

Title: Selection and Admission to Nursing Program

Policy Reviewers

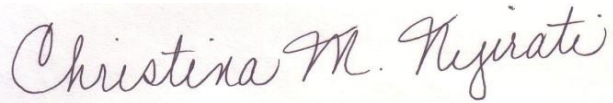
Proposed revisions of this policy should be reviewed by:

1. Nursing Faculty Assembly
2. Policy & Bylaws Committee
3. Curriculum Committee
4. Admissions, Retention, Progression & Graduation Committee

Forms

- Bachelor of Science in Nursing Application form
- Reference form

These forms are located on the Nursing Website.

A handwritten signature in cursive script that reads "Christina M. Nejrati". The signature is written in dark ink on a light-colored background.

Signature: _____



Bachelor of Science in Nursing
Application for Admission

Desired Semester &
Year of Admission _____
(Ex: Fall/2020)

Heritage University ID# _____

Name _____
Last First Middle

Mailing Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Heritage University email _____

College Credit Hours Completed _____ College Credit Hours in Progress _____ Cumulative College GPA _____

Have you completed a previous bachelor's degree? _____

If so, where? _____

Degree Conferred & Major _____

Student Signature _____ Date _____

Submit your completed application to: Teresa Munguia, Administrative Coordinator, Department of Nursing, Heritage University, 3240 Ford Rd. Toppenish, WA 98948. You may also email your application and any additional material to Nursing_Admissions@heritage.edu. We will notify you via your Heritage University email account when we have received your application. If you do not hear from us within 10 days of submitting your application, please call Melissa at **509.865.8551 ext. 2335** or email Munguia_T@heritage.edu



Reference Form
 Appendix A

Student Name _____

First Middle Last

Heritage University ID _____ Heritage University email _____

Address _____

Number Street City State Zip

Phone # (_____) _____

Phone

The above named applicant is applying for admission to the Bachelor of Science in Nursing Program at Heritage University and has named you as a reference. After completing this form, please send it to the Department of Nursing, Heritage University, 3240 Fort Rd. Toppenish, WA 98948 or Nursing_Admissions@heritage.edu

Name _____

Organization _____

Title _____

Address _____

Number Street City State Zip

Phone # (_____) _____

Phone

- How many years have you known the applicant? _____
- In what relationship? Supervisor Educator Work Associate Other (please specify) _____
- Rank the applicant in the following areas:

	Above Average	Average	Below Average	Not Observed
Academic Ability	—	—	—	—
Collaborative Ability	—	—	—	—
Verbal Communication	—	—	—	—
Written Communication	—	—	—	—
Critical Thinking	—	—	—	—
Leadership	—	—	—	—
Intellectual Ability	—	—	—	—
Integrity	—	—	—	—
Self-Direction	—	—	—	—

- Do you know of any reason this individual would not be able to complete an intensive course of study
- Do you: Highly Recommend; Recommend; Recommend with Reservation; Not Recommend

 Reference's Signature

 Date