



Northland Pioneer College

LICENSED PRACTICAL NURSE TO REGISTERED NURSE PROGRAM APPLICATION PACKET

APPLICATION DEADLINE: OCTOBER 13, 2023 4:00 PM

Name: _____ Date: _____

Thank you for your interest in the Northland Pioneer College, Associate of Applied Science Degree – Nursing Program. Only complete applications received in the Nursing Department Office by October 13, 2023 at 4:00 p.m. will be considered for admission. Late applicants will be considered on a space available basis if they meet the admission criteria, but will not be accepted before applications submitted on time. Please include this checklist as the first page of your application packet. Acceptance to the LPN to RN Program does not guarantee space availability in the 3rd semester of the Nursing Program.

If you are not already an NPC student, please enroll and obtain a Student ID# prior to submitting an application. You may enroll online at <https://www.npc.edu/Application> , or by going to your nearest campus or center.

****NOTE:** Applicants must be aware that clinical sites may impose Covid vaccination requirements, which may or may not include waivers for not obtaining the vaccine. Students are obligated to comply with these requirements when they exist in order to attend clinical experiences.

Submit the following items:

- The completed, signed, and notarized application and the Notice of No Guarantee of Licensure/Certification form. This should be submitted as soon as possible, so that you can be contacted regarding your application.
- Copy of current Arizona LPN (Licensed Practical Nurse) license, active and in good standing with the Arizona State Board of Nursing.
- Provide a copy of the **HESI** Test Admission Assessment Cumulative Report. Test results **must include** all of the following: anatomy & physiology, biology, chemistry, math, reading, vocabulary and grammar and the cumulative scores for Science and English. Online HESI test dates through NPC will be made available by August 2023. If you require testing accommodations, you must contact the Office of Accessibility and Inclusion at least two weeks prior to the test. If you do not take your test through NPC, the results *must* be emailed directly from the test administrator to the Nursing Department at tamora.herring@npc.edu. If you wish to purchase a study guide for the HESI, look for the “HESI A2” exam study guide.
- Two professional or academic references submitted from someone who has served as your supervisor or instructor in a work or school setting. One reference must be from your current supervisor, if you are currently employed.
- Current Resume.
- Include a copy of your current Arizona DPS Level 1Fingerprint Clearance Card (front *and* back). Apply at:
- <http://www.azdps.gov/services/public/fingerprint> as a health science student. **Plan ahead** as the process requires **6-8 weeks** or more barring any problems. (If your application is still being processed, enclose a copy of your receipt). If you need instructions on how to obtain a fingerprint card, contact the Nursing Department (928-532-6134) or an Academic Advisor.
- Transfer students must submit *official* transcripts (*in original sealed envelope*) from original institution(s) for all prerequisite and co-requisite courses to the Records and Registration (R&R) office at PO Box 610, Holbrook, AZ, 86025. Transcripts can also be sent electronically to Records and Registration (evaluations@npc.edu). In order to guarantee that your transcripts are evaluated and sent to the Nursing Department by October 13, 2023 we strongly recommend that your transcripts are received in the R&R office by **October 1, 2023**. Please plan accordingly. If an official transcript has previously been received and posted to your NPC account you do not need to order it again, unless you have taken additional coursework.
- Math placement score of ASSET 41; NEXT GEN QAS 250; ACT 21 or completion of MAT142 or higher with a ‘C’ or better within one year prior to the application. Contact an NPC Academic Adviser for a math placement exam.
- Degree Audit printed by an NPC Academic Advisor (after transfer credits have posted).
- Submit pharmacology syllabi from previous nursing courses of study and course descriptions of previous nursing courses.
- A one page typed double spaced “Personal Statement” must be submitted with the application. The “personal statement” should address why you wish to return to school, what you have done to meet your goals, and what strengths you bring to our nursing program.

MAIL (postmarked by 10/13):
Northland Pioneer College
Nursing Program - WMC
1001 W. Deuce of Clubs Show
Low, AZ 85901

or

HAND DELIVER (received by 10/13):
Nursing Office
White Mountain Campus, Ponderosa 111
1001 W. Deuce of Clubs
Show Low, AZ 85901

NORTHLAND PIONEER COLLEGE

Nursing Program ♦ 1001 W. Deuce of Clubs ♦ Show Low, AZ 85901 ♦ (928) 532-6134

LICENSED PRACTICAL NURSE TO REGISTERED NURSE CURRICULUM

Required Courses/Licensure to gain Admission to the LPN to RN Program

Before the student will be considered eligible to apply to the nursing program, all courses must be completed with a grade of "C" or higher. A cumulative GPA of 3.0 "B" or higher is preferred for the following prerequisite courses:

	<u>Credits</u>
BIO 181 General Biology	4
BIO 201 Human Anatomy & Physiology I	4
BIO 202 Human Anatomy & Physiology II	4
BIO 205 Microbiology	4
CHM 130 Fundamental Chemistry	4
ENL 101 College Composition I	<u>3</u>
Total	23

Licensure:

Must submit a current Arizona LPN (Licensed Practical Nurse) License, active and in good standing with the notarized application.

Required Courses to Complete the Nursing Program

<u>Spring Semester:</u> Core Requirements	<u>Credits</u>
NUR 116 LPN – RN Transitions	3
NUR 118 Pharmacology II	2
General Education Requirements, if not already completed	
PSY 240 Developmental Psychology	3
ENL 102 College Composition II	<u>3</u>
Total	11

Any of the above courses may be taken in conjunction with NUR 116. All of the above courses must be completed before admission into the 3rd semester of the ADN program.

Fall (3rd) Semester: Core Requirements

NUR 117 Pharmacology I (credit for prior learning may apply)	2
NUR 221 Nursing III	8
General Education Requirement	
SOC 101 <u>or</u> ANT 102 General Sociology <u>or</u> Cultural Anthropology	<u>3</u>
Total	13

Spring (4th) Semester:

NUR 222 Nursing IV	8
NUR 219 NCLEX Review Course	<u>2</u>
Total	10

All of the general education or non-NUR courses may be completed before entering the program, but must be completed as listed above and no later than beginning of the next semester. IF THE COURSES ARE NOT COMPLETED AS STATED THE STUDENT CANNOT CONTINUE IN THE NURSING PROGRAM. All courses require a grade of "C" or better for advancement in the program.

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DRUG SCREENING AND SUBSTANCE ABUSE PROCEDURES

A pre-clinical drug screening is required for all student nurses. It is done during the first part of the semester prior to the student nurses' clinical experiences. Students are given a twelve-hour to twenty-four-hour notice to proceed with this drug screening (urine specimen). In addition, there is a "For Cause" substance abuse procedure for student nurses who exhibit mental or physical impairment due to use of alcohol, illegal or prescribed drugs while carrying out student nursing responsibilities in the college and health care settings. Both procedures are in the Nursing Student Handbook

PHYSICAL EXAMINATION

A physical examination and immunization record will be required after admission to the Nursing Program and prior to starting any clinical rotations.

CPR

All students must have valid Healthcare Provider CPR/First Aid certification prior to admission and kept current throughout the program.

DPS FINGERPRINT CARD

All students must have a current DPS fingerprint level 1 clearance card from the Arizona Department of Public Safety prior to admission to the 3rd semester of the nursing program.

Apply at: <http://www.azdps.gov/services/public/fingerprint> as a health care student.

MEDICAL INSURANCE

All students must provide proof of medical insurance coverage prior to clinical rotations and must keep the coverage current throughout the program. A physical examination and immunization records are required by July 1st and must be kept current; this fulfills the requirements of NPC and our clinical facilities. Some facilities also have seasonal requirements pertaining to the flu immunization. Covid vaccination may be required by clinical agencies, and waivers may or may not be possible.

CLINICAL ASSIGNMENTS

Clinical assignments are selected each year and are subject to change based on current clinical needs and facility requirements. The program requires that students complete a Capstone clinical experience of 108 hours during NUR222; placements are as assigned and may include days, nights, and weekends.

UNIFORMS

The program dress code includes Cherokee pewter gray pants and scrub top, a watch with a second hand, name tag, stethoscope, bandage scissors, Kelley forceps, and appropriate shoes. See the Nursing Student Handbook for complete details.

NURSING STUDENT HANDBOOK

For complete nursing student requirements, policies and procedures see the Nursing Student Handbook available at: <https://www.npc.edu/registered-nursing-rn> under Entry Requirements.



NPC LPN to RN '22-'23 Program Cost Estimates for In-State Resident

Must have a current Arizona LPN license, active and in good standing to apply.

<u>The AAS Degree requires 57 Credits:</u>	<u>Credits</u>	<u>Tuition</u>	<u>Course Fees</u>
General Education Courses	32 Cr.	\$2,816	Will depend on courses.
<u>PLUS</u>			
<u>These Core Requirements</u>			
NUR116 – LPN to RN Transition	3 Cr.	\$264	\$495
NUR117 – Pharmacology I	2 Cr.	\$176	\$10
NUR118 – Pharmacology II	2 Cr.	\$176	\$10
NUR219 – NCLEX Review Seminar	2 Cr.	\$176	\$0
NUR221 – Nursing III (Includes lab/clinical)	8 Cr.	\$704	\$495
NUR222 – Nursing IV (Includes lab/clinical)	8 Cr.	\$704	\$495
TOTALS	57 Cr.	\$5016	\$1,505*

- Costs associated with travel to clinical not included

<u>Miscellaneous Charges</u>			
	<u>Fee</u>		<u>Fee</u>
Media Fee (per semester)	\$47	DPS Fingerprint Card	\$75
Math Placement Test	\$20		
HESI Entrance Exam (2 attempts)	\$130	RN fingerprints (1x only)	\$50
RN application (AzBN)	\$300	Pearson Vue NCLEX fee (RN)	\$200

Vaccination documentation (or titers showing immunity for all) will be required for all students applying to enter the program.

Current TB to start program, annual TB thereafter. MMR x 2, Hep B series, and Varicella x 2

CPR/First Aid is required during the Nursing Program

CPR for Healthcare Providers and First Aid cost ½ a Cr. Tuition, plus a \$15 course fee. In-State-\$59.00

The estimated dollar amount for the books/resources for the LPN to RN Program is \$960.

PUBLIC NOTICE OF NON-DISCRIMINATION:

The College does not discriminate on the basis of race, color, national origin, veteran status, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is the Chief Human Resources Officer, 2251 E. Navajo Blvd., Holbrook, Arizona 86025, (928) 524-7471. The Section 504 Compliance Officer is the Coordinator of the Office of Accessibility and Inclusion, 1611 S. Main, Snowflake, AZ 85937, (928)536-6246. The lack of English language skills will not be a barrier to admission and participation in vocational education programs.



NPC LPN to RN '23-'24 Program Cost Estimates for Navajo County Resident

Must have a current Arizona LPN license, active and in good standing to apply.

<u>The AAS Degree requires 57 Credits:</u>	<u>Credits</u>	<u>Tuition</u>	<u>Course Fees</u>
General Education Courses	32 Cr.	\$2,240	Will depend on courses.
 <u>PLUS</u>			
<u>These Core Requirements</u>			
NUR116 – LPN to RN Transition	3 Cr.	\$210	\$495
NUR117 – Pharmacology I	2 Cr.	\$140	\$10
NUR118 – Pharmacology II	2 Cr.	\$140	\$10
NUR219 – NCLEX Review Seminar	2 Cr.	\$140	\$0
NUR221 – Nursing III (Includes lab/clinical)	8 Cr.	\$560	\$495
NUR222 – Nursing IV (Includes lab/clinical)	8 Cr.	\$560	\$495
TOTALS	57 Cr.	\$3,990	\$1,505*

*Costs associated with travel to clinical not included

<u>Miscellaneous Charges</u>			
	<u>Fee</u>		<u>Fee</u>
Media Fee (per semester)	\$47	DPS Fingerprint Card	\$75
Math Placement Test	\$20		
HESI Entrance Exam (2 attempts)	\$130	RN fingerprints (1x only)	\$50
RN application (AzBN)	\$300	Pearson Vue NCLEX fee (RN)	\$200

Vaccination documentation (or titers showing immunity for all) will be required for all students applying to enter the program.

Current TB to start program, annual TB thereafter. MMR x 2, Hep B series, and Varicella x 2

CPR/First Aid is required during the Nursing Program

CPR for Healthcare Providers and First Aid cost ½ a Cr. Tuition, plus a \$15 course fee. Navajo County-\$50.00

The estimated dollar amount for the books/resources for the LPN to RN Program is \$960.

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NORTHLAND PIONEER COLLEGE
LICENSED PRACTICAL NURSE TO REGISTERED NURSE
PROGRAM APPLICATION FOR ADMISSION CONTINUED

Current Employment: _____

Last place and dates of employment as a Licensed Practical Nurse: _____

Any disciplinary actions on your nursing license: Yes No

If yes, please explain: _____

Bearing in mind the essential functions delineated in the Admission Information, are you able, with or without reasonable accommodations, to successfully perform these functions? Yes No

Are you a legal resident of the United States of America? Yes No

Have you ever been convicted of a felony? Yes No

Are you currently using illegal drugs, misusing prescription drugs? Yes No

Is there now or has there ever been any investigation, disciplinary action, or denial of certification or licensure by a nursing regulatory agency or nursing assistant regulatory agency in the United State or its territories? Yes No

If yes, please explain:

(Regulatory action against any licenses you hold may be grounds for dismissal. Failure to report regulatory actions against your license may constitute a basis for dismissal. Felony conviction, history of drug and/or alcohol addiction may be reason for denial of Registered Nurse License by the State Board of Nursing.)

AFFIDAVIT

STATE OF _____

County of _____

The undersigned being duly sworn declares that he/she is the person referred to in the foregoing application; that the statements are true in every respect; that he/she has not suppressed any information that would affect this application: that he/she will conform to the ethical standards of conduct in the profession of nursing; and that he/she has read and understands this affidavit.

SIGNATURE

SUBSCRIBED AND SWORN to before me this _____ day of _____, 20_____

Commission Expires:

Notary Public

Notary Seal

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NURSING PROGRAM

NOTICE OF NO GUARANTEE OF LICENSURE/CERTIFICATION

Admission or graduation from the Program does not guarantee obtaining a license or certificate to practice nursing. Licensure and certification requirements and the subsequent procedures are the exclusive right and responsibility of the Arizona State Board of Nursing. Students must satisfy the requirements of the Nurse Practice Act: Statutes, Rules, and Regulations independently of any college or school requirements for graduation as they exist at the time of licensure/certification. Although this explanation and handbook materials may provide information concerning the licensing process, the applicant/student is solely responsible for understanding and meeting licensure/certification requirements. NPC does not guarantee the accuracy of any of the information presented here or in any other materials presented to the applicant/student concerning the licensure process. Verifying the accuracy of such information is solely the responsibility of the applicant/student.

If convicted of a felony, an applicant for licensure/certification must submit proof that he/she "has received an absolute discharge from the sentences for all felony convictions three or more years prior to the date of filing an application" (Nursing Practice Act 2018, 32-1632 and 32-1637). Such proof includes completion of any sentence including imprisonment, probation, parole, community supervision or any form of court supervision. Examples of unprofessional conduct, but not limited to, are felony or misdemeanor convictions, substance abuse, conviction of an offense involving immoral behavior, or being guilty of acts which deceive, defraud or harm the public in any way.

Fingerprinting will be part of the application process for the nursing assistant, LPN, and RN applicants.

If there is any question about eligibility for licensure or certification, contact the Arizona State Board of Nursing (602-771-7800).

I have read and understood the above statement.

Signature

Print Name

Date

This statement will become part of your permanent record.

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LICENSED PRACTICAL NURSE TO REGISTERED NURSE PROGRAM Professional or Academic Reference

(Reference name)

(Reference address)

(Name of Applicant)

is applying for acceptance into the Associate Degree Nursing Program at Northland Pioneer College. Please fill out the following form. Your cooperation is greatly appreciated.
When completed, please return to the Nursing Programs at the above address.

In accordance with the Family Education Rights and Privacy Act, the applicant

_____ has requested _____ has not requested that this information be held confidential by the Admission Committee.

I _____ hereby waive my right to inspect and review this letter of recommendation. I understand that
(Applicant)

this waiver is not required as a condition of admission or receipt of a service or benefit from NPC. _____

(Signature of applicant)

	Above Average	Average	Below Average	Comments:
Attitude, motivation				
Initiative, creativity				
Interpersonal relationships				
Reaction to criticism				
Dependability, responsibility				
Maturity in judgment; handling of crises				
Personal habits; courtesy, grooming				

Additional comments: _____

How long have you known this applicant? _____ Relationship to applicant? _____

Highly recommend _____ Recommend _____ Do not recommend _____

(Signature)

(Date)

Occupation/position _____

**Thank you for completing this Personal Reference.
Please return promptly, before the October 13th deadline.**

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	Above Average	Average	Below Average	Comments:
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Reaction to criticism				
Dependability, responsibility				
Maturity in judgment; handling of crises				
Personal habits; courtesy, grooming				

Additional comments: _____

How long have you known this applicant? _____ Relationship to applicant? _____

Highly recommend _____ Recommend _____ Do not recommend _____

(Signature)

(Date)

Occupation/position _____

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