2023-2025 Associate of Applied Science in Nursing- Direct Entry
Evening/Night Program Application

Initial	Minimum Program Requirements Checklist ✓
	1. Unconditional admission to the college: • Good standing at Chattahoochee Valley Community College. • Complete Admission file- COMPLETED application to attend classes at CVCC, <u>official</u> transcripts from EACH college attended, <u>official</u> documentation of AP coursework, and <u>official</u> high school or GED transcripts, copy of photo id, and Residency Form. It is the responsibility of each applicant to ensure Admissions file is complete prior to <mark>June 1, 2023</mark>. An incomplete Admission file on the application deadline will result in forfeiture of program acceptance consideration.
	2. Receipt of completed application for admission to nursing program before deadline. Completed application for the Direct Entry program must be submitted prior to <mark>June 1, 2023</mark>. It is the responsibility of each Applicant to ensure the Health Sciences office has received the completed application.
	3. A minimum <u>TOTAL</u> score of 58.7% on the ATI TEAS examination. OR **A minimum composite score of 116 on the NLN Pre-Admission (PAX) examination <u>OR</u>** **A minimum composite score of 21 on the ACT examination <u>OR</u>** **A minimum of 75% on the HESI "A2 Assessment" test in each section (math, grammar, and reading)** Test scores **MUST** be attached to this application. **Applications missing test scores will be considered incomplete.**
	4. A minimum of 2.5 GPA for nursing required academic core courses. GPAs are calculated by Admissions and are utilized to determine program eligibility.
	5. A minimum of 2.5 cumulative high school GPA for applicants without prior college courses. (GED will be used if applicable).
	6. Meet essential functions for nursing. Essential Functions form has been read and signed by applicant, acknowledging understanding and confirming ability to meet essential functions and technical standards for nursing with or without reasonable accommodations.
	7. Eligible for ENG101, MTH100 or higher, and BIO201 in spring 2024. Applicants may be CONDITIONALLY accepted if not eligible for one or more of these courses by application deadline; however, official transcripts or test scores reflecting eligibility must be received by Admissions prior to first day of spring 2022 classes. ***Unofficial transcripts for prior college coursework, including coursework completed at CVCC, must be attached to the nursing application*** and submitted prior to <mark>June 1, 2023</mark>. Submitted unofficial transcripts must reflect the coursework completed at that particular institution. ***CVCC Admissions does not provide copies of transcripts.*** **Applications that are missing transcripts to verify completed coursework will be considered incomplete.**

Read and sign: I understand that if the items above are the **MINIMUM** requirements to be considered for the 2023-2025 Associate of Applied Science in Nursing- Direct Entry program. **Failure to submit required documentation by the published deadline will result in forfeiture of program acceptance consideration.**
I have included all of the required items listed above in my application packet. I further understand that meeting minimal admission requirements does not guarantee admission to the program.

Applicant's Signature: _____   Date: _____

Applicant's Printed Name: _____   CV A Number (if known): _____
(Last, First, and Middle Initial)

Mail or hand-deliver completed applications to:
Chattahoochee Valley Community College
ATTN: Health Sciences Coordinator
2602 College Drive
Phenix City, AL 36869

PERSONAL DATA

Last Name: _____ First Name: _____ MI: _____ Maiden: _____

SSN: _____ CVCC Student ID (if known): _____ Date of Birth: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Home Telephone: _____ Cell Phone: _____

E-mail Address: _____
Please provide an e-mail address that you use and check regularly, as notifications including acceptance status, will be sent via e-mail.

EDUCATION

1. High School (if applicable): _____ Graduation Year: _____

    GED Testing Location (if applicable): _____Date completed: _____

2. Have you attended Chattahoochee Valley Community College?   **Yes: _____ No: _____**
    If so, dates attended? _____

    a. Were you enrolled in the Chattahoochee Valley Community College Nursing program? **Yes: _____ No: _____**
    If so, which program? _____
    Dates attended? _____

    b. Did you non-progress in a Chattahoochee Valley Community College Nursing program? **Yes: _____ No: _____**
    If so, which program? _____
    Dates attended? _____

    c. Have you successfully completed any other CVCC Health Sciences programs? **Yes: _____ No: _____**
    If so, what program (AAS Medical Assisting, Phlebotomy, Electronic Health Records Specialist, CNA, EKG Technician)?
    _____

3. Have you attended any other colleges?   **Yes: _____ No: _____**

If yes, please list **ALL** colleges attended with degrees/credentials earned, as applicable.

Name of College	City, State	Name on Transcript	Degree Awarded, if applicable	Completion Month/Year (REQUIRED, if applicable)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				

4. Have you ever been enrolled in a **Practical Nursing or Associate of Applied Science in Nursing program (Direct Entry)**, other than one at CVCC? If you have attended another program. You will need to provide a letter of good standing from the previous program's department head (i.e. Director, Chair, Dean) with your application.

Yes: _____ No: _____

If yes, give the name of the institution, location, dates attended, and the reason for leaving the program.

Institution	City, State	Dates Attended	Reason for Withdrawal (ie: Non-progression)

Please complete the following table, pertaining to previously completed coursework.

CVCC Course	Title of course that you completed	Course ID (if not completed at CVCC)	College/University Granting Credit	Grade	Semester & Year
BIO 201 (Anat & Phys I)					
BIO 202 (Anat & Phys II)					
BIO 220 (Microbiology)					
ENG 101 (English Comp)					
MTH 100 (Int. College Alg) or higher					
PSY 210 (Human Growth & Development)					
SPH 106/107 (Oral Communication)					
Humanities elective (Courses will vary)					

It is the applicant's responsibility to verify previous coursework transferability with the CVCC Admissions Office.

TESTING

Have you taken the ACT, ATI TEAS , NLN PAX or HESI (A2) examination?   Yes: _____ No: _____
If yes, please list your name as documented at the time of testing, as well as the test location and date.

Name: _____ Location: _____ Date: _____Score: _____

Official ACT OR ATI TEAS OR NLN PAX OR HESI (A2) scores must be submitted with this application.

Associate of Applied Science in Nursing- Direct Entry Program Calculation of Ranking Points

After meeting all minimum requirements, applicants are rank-ordered using a point system based on:

1. **A minimum <u>TOTAL</u> score of 58.7% on the ATI TEAS examination. <u>OR</u>**
Score report must be submitted and must be less than three years of age and from the current version of the examination. <u>OR</u>
A minimum composite score of 116 on the NLN Pre-Admission (PAX) examination. Score report must be submitted and must be less than three years of age and from the current version of the examination. <u>OR</u>
A minimum composite score of 21 on the ACT examination. Score report must be submitted and must be less than three years of age and from the current version of the examination. <u>OR</u>
A minimum score of 75% in all areas of the HESI (A2) Assessment. . Score report must be submitted and must be less than three years of age and from the current version of the examination.

ATI TEAS TOTAL Score: _____   ***OR* NLN PAX Composite Score: _____**   **OR ACT Composite Score: _____**
OR HESI (A2 Assessment) Scores:

(Math) _____ ;(Read. Comp.); _____; (Vocab/Gen. Know.) _____; (Grammar)_____; (Anat. & Phys.) _____

2. Points from Nursing required college courses (i.e. ENG101, MTH100 or higher, BIO201 and BIO202). Points for grades are as follows: A = 3 points, B = 2 points, and C = 1 point. **In order to receive points for selected courses, course must have been <u>completed</u>, with a grade of 'C' or better, in semesters prior to application period.**

    Please use the following scale: A = 3 points; B = 2 points; C = 1 point

COLLEGE COURSES				POINTS
BIO 201	A	B	C	
BIO 202	A	B	C	
ENG 101	A	B	C	
MTH 100	A	B	C	

Total Points: _____

3. Applicants may be awarded up, but not to exceed, 10 points as determined by college policy and procedures. Only ONE additional points option will be awarded. *For example, an applicant awarded ten (10) points for an A.A.S. in Medical Assisting at CVCC CANNOT receive five (5) more additional points for completing twelve (12) hours of college-level coursework at CVCC.* **In order to receive additional points, courses must have been completed, with a grade of 'C' or better, in semesters prior to application acceptance period, official transcripts reflecting grade must be on file with Admissions, and unofficial transcripts reflecting grade must be attached to application.**

    Please use the following scale to determine your eligibility for additional points.

Additional Points Awarded	Criteria **(Check the areas if they apply to you)**
Ten (10)	_____Applicant has completed and been awarded a practical nursing certificate at CVCC -**OR**-
	_____Applicant has completed and been awarded an A.A.S. in Medical Assisting at CVCC
Five (5)	_____Applicant has completed ENG 101, MTH 100 or higher, BIO 201 and BIO 202 with a grade of 'C' or higher at CVCC or at another institution- and has received transfer credit at CVCC **-OR-**
	_____Applicant has completed a minimum of twelve (12) hours of college-level coursework at CVCC **-OR-**
	_____Applicant has completed and been awarded a Medical Assisting short certificate (Medical Assisting, Phlebotomy, Electronic Health Records Specialist, Medical Administrative Assistant) at CVCC.
Three (3)	_____Applicant has completed NAS100: Long-term Care Nursing Assistant at CVCC and received a 'C' or higher **-OR-**
	_____Applicant has completed MAT218: EKG Technician at CVCC and received a 'C' or higher **-OR-**
	_____Applicant has received nationally accredited medical assisting certification. Certification must be current. Proof of certification must be submitted.

Total Points: _____ (Maximum 10 points)

THE ALABAMA COLLEGE SYSTEM
NURSING PROGRAM ESSENTIAL FUNCTIONS

Physical, cognitive, psychomotor, affective and social abilities- in unique combinations- are functions that are essential to provide safe and effective nursing care. In order to be admitted, progress, and graduate from a nursing program, students must be able to meet the essential functions with or without reasonable accommodations throughout the course of their program. They must possess a functional level of ability to perform the duties required of a nurse.

Admission or progression may be denied if a student is unable to demonstrate the essential functions with or without reasonable accommodations. If an individual's health changes during the program of learning, so that the essential functions cannot be met with or without reasonable accommodations, the student will be withdrawn from the nursing program. The nursing faculty reserves the right at any time to require an additional medical examination at the student's expense in order to assist with the evaluation of the student's ability to perform the essential functions.

The essential functions delineated below are those deemed necessary by the Alabama Community College System nursing programs for the provision of safe and effective nursing care. No representation regarding industrial standards is implied. Similarly, any reasonable accommodations made will be determined and applied to the respective nursing program and may vary from reasonable accommodations made by healthcare employers. The nursing programs and/or its affiliated clinical agencies may identify additional essential functions. The nursing programs reserve the right to amend the essential functions as deemed necessary.

Essential Function	Description

1. Sensory Perception	a. Visual
	    i. Observe and discern subtle changes in physical conditions and the environment
	    ii. Visualize different color spectrums and color changes
	    iii. Read fine print in varying levels of light
	    iv. Read for prolonged periods of time
	    v. Read cursive writing
	    vi. Read at varying distances
	    vii. Read data/information displayed on monitors/equipment
	 b. Auditory
	    i. Interpret monitoring devices
	    ii. Distinguish muffled sounds heard through a stethoscope
	    iii. Hear and discriminate high and low frequency sounds produced by the body and the environment
	    iv. Effectively hear to communicate with others
	 c. Tactile
	    i. Discern tremors, vibrations, pulses, textures, temperature, shapes, size, location and other physical characteristics
	 d. Olfactory
	    i. Detect body odors and odors in the environment.

2. Communication/ Interpersonal Relationships	a. Verbally and in writing, engage in a two-way communication and interact effectively with others, from a variety of social, emotional, cultural and intellectual background b. Work effectively in groups c. Work effectively independently d. Discern and interpret nonverbal communication e. Express one's ideas and feelings clearly f. Communicate with others accurately in a timely manner g. Obtain communications from a computer
3. Cognitive/Critical Thinking	a. Effectively read, write and comprehend the English language b. Consistently and dependably engage in the process of critical thinking in order to formulate and implement safe and ethical nursing decisions in a variety of health care settings c. Demonstrate satisfactory performance on written examinations including mathematical computations without a calculator d. Satisfactorily achieve the program objectives
4. Motor Function	a. Handle small delicate equipment/objects without extraneous movement, contamination or destruction b. Move, position, turn, transfer, assist with lifting or lift and carry clients without injury to clients, self or others

		c. Maintain balance from any position d. Stand on both legs e. Coordinate hand/eye movements f. Push/pull heavy objects without injury to client, self or others g. Stand, bend, walk and/or sit for 6-12 hours in a clinical setting performing physical activities requiring energy without jeopardizing the safety of the client, self or others h. Walk without a cane, walker or crutches i. Function with hands free for nursing care and transporting items j. Transport self and client without the use of electrical devices k. Flex, abduct and rotate all joints freely l. Respond rapidly to emergency situations m. Maneuver in small areas n. Perform daily care functions for the client o. Coordinate fine and gross motor hand movement s to provide safe effective nursing care p. Calibrate/use equipment q. Execute movement required to provide nursing care in all health care settings r. Perform CPR and physical assessment s. Operate a computer
5.	Professional Behavior	a. Convey caring, respect, sensitivity, tact, compassion, empathy, tolerance and a healthy attitude toward others b. Demonstrate a mentally healthy attitude that is age appropriate in relationship to the client c. Handle multiple tasks concurrently d. Perform safe, effective nursing care for clients in a caring context e. Understand and follow the policies and procedures of the College and clinical agencies f. Understand the consequences of violating the student code of conduct g. Understand that posing a direct threat to others ins unacceptable and subjects one to discipline h. Meet qualifications for licensure by examination as stipulated by the Alabama Board of Nursing i. Not to pose a threat to self or others j. Function effectively in situations of uncertainty and stress inherent in providing nursing care k. Adapt to changing environments and situations l. Remain free of chemical dependency m. Report promptly to clinical and remain for 6-12 hours on the clinical unit n. Provide nursing care in an appropriate time frame o. Accepts responsibility, accountability, and ownership of one's actions p. Seek supervision/consultation in a timely manner q. Examine and modify one's own behavior when it interferes with nursing care or learning

The Alabama College System endorses the Americans' with Disabilities Act. In accordance with College policy, when requested, reasonable accommodations may be provided for individuals with disabilities. Upon admission, an individual who discloses a disability can request reasonable accommodations. Individuals will be asked to provide documentation of the disability in order to assist with the provision of appropriate reasonable accommodations. The respective college will provide reasonable accommodations but is not required to substantially alter the requirements or nature of the program or provide accommodations that inflict an undue burden on the respective college. Requests for reasonable accommodations should be directed Vickie Williams, Associate Dean of Student Development and Success.

Questions/Concerns regarding this form should be directed to CVCC Health Sciences faculty or staff.

I have read and fully understand the requirements for meeting all of the nursing program's essential functions prior to acceptance and for the duration of the program.

_____   _____

Applicant's Printed Name   *Date*

_____

Applicant's Signature

A.A.S. in Nursing- Direct Entry Program
Evidence of Computer Skills

This form is to provide verification that you have basic computer skills, as evidenced by the following:

Please mark one and, in the lines provided, include brief description of skills learned:

_____ Satisfactory completion of a computer course or course requiring computer use

_____ (Course Title)

OR

_____ Job related experience and training (**please include job title and responsibilities requiring computer use**)

_____

_____

_____

_____

_____

I understand that the ability to utilize computers and online materials is necessary to obtain the A.A.S. in Nursing Degree and that nursing courses will have computer assisted instruction, computer-based examinations and involve word processing and internet access/searching. I understand that these skills are crucial to program success.

_____   _____

Applicant's Printed Name   *Date*

_____

Applicant's Signature

ACCREDITATION

Chattahoochee Valley Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate of Arts, Associate of Science, and Associate of Applied Science degrees. Individuals with additional questions regarding the accreditation of Chattahoochee Valley Community College are encouraged to contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500.

The Practical Nursing and Associate of Applied Science in Nursing programs are accredited through the Accreditation Commission for Education in Nursing (ACEN). The Nursing Programs at Chattahoochee Valley Community College are also approved by the Alabama Board of Nursing.

CVCC will award the appropriate college credit hours for successfully completed coursework. Upon successful completion of the state-approved curricula, which meets Alabama Board of Nursing and ACEN standards, individuals are eligible to apply to sit for the National Council Licensure Examination (NCLEX), for the appropriate level of nursing program completed. While an individual may meet the educational qualifications, final approval to take the licensure examination and become licensed is subject to action by the Alabama Board of Nursing or other applicable nursing regulatory body. Additionally, completion of nursing coursework does not guarantee acceptance into any higher-level nursing program. Acceptance into higher-level programs is contingent upon the program and institution policies for which the student is applying.

ELIGIBILITY FOR LICENSURE

Legal requirements for licensure in the State of Alabama are listed in the Alabama Board of Nursing Administrative Code. The Alabama Board of Nursing determines the eligibility for licensure based on the applicant's response to certain questions. **It is important that you understand that successful completion of the nursing program does not guarantee eligibility to take the NCLEX exam. The Board of Nursing may deny an individual permission to take the National Council Licensure Examination (NCLEX) based on an investigation.** Applicants do not need to respond to the questions for application to the program, but must be aware that when applying for licensure they must answer the questions honestly or risk denial of application for licensure. For more information, please contact the Alabama Board of Nursing.

NON-DISCRIMINATION POLICY

It is the official policy of the Alabama State Board of Education and Chattahoochee Valley Community College that no person shall, on the grounds of race, color, disability, gender, religion, creed, national origin, marital status, or age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment. Persons requiring reasonable accommodations under the Americans with Disabilities Act (ADA) should contact the Chattahoochee Valley Community College ADA Coordinator at 334-214-4803.

APPLICANTS PLEASE READ AND SIGN BELOW:

I understand that completion of this application is a component of the student profile and does not in itself grant admission to the nursing program. I understand this application, including all required documentation, must be resubmitted if I am not selected for the indicated application period. All application materials become the property of Chattahoochee Valley Community College and will not be used to fulfill future application documentation requirements. It is the sole responsibility of the applicant to ensure that the Health Sciences Department has received all of the requested documentation, no later than **June 1, 2023**.

I hereby certify that the information provided in this application is true and correct. I understand that providing false information may be deemed sufficient reason for dismissal and/or refusal of admission.

_____   _____
Applicant's Printed Name   *Date*

_____
Applicant's Signature
FAXED OR E-MAILED APPLICATIONS WILL NOT BE ACCEPTED.

NO INFORMATION ABOUT ACCEPTANCE WILL BE GIVEN OVER THE PHONE OR IN PERSON.
All applicants will receive a certified letter notifying them whether or not they were accepted into the 2023-2025 A.A.S. in Nursing-Direct Entry program. Letters will be delivered via e-mail to the e-mail address provided in the application.

The Health Sciences Secretary/Coordinator will not call applicants regarding acceptance status, as it is the responsibility of the applicant to provide a correct e-mail address and check regularly. Keep a copy of your application and transcripts. **Once submitted, copies of your application and transcripts will not be made or transferred for re-application.**