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The contents of the Admissions Advisory Manual are subject to change. Please advise students to contact the College of First Choice to receive the most recent Nursing Information Packet.
INTRODUCTION

Connecticut Community College Nursing Program (CT-CCNP)

The Connecticut Community College Nursing Program (CT-CCNP) is an innovative associate degree program of study offered at six Connecticut Community Colleges. The common nursing programming offers a four-semester curriculum designed to prepare registered nurses to function in the professional role utilizing current standards of nursing practice. In addition, students within the program have the same admission and policy standards, which allows for greater student flexibility.

The curriculum is built upon courses from the social and biological sciences, liberal arts, and nursing. These courses provide the foundation for the practice of nursing. Six core values (critical thinking, safe and competent practice, caring, professionalism, communication, and holistic care) provide the framework for organizing the nursing curriculum.

The CT-CCNP is committed to the educational preparation of safe, competent, associate degree entry level practitioners of nursing. This is accomplished through an educational experience which involves active and diverse learning processes. Program graduates are prepared to assume the multi-faceted role of the professional nurse which includes planning and provision of care, client advocacy, communication, teaching, and managing human, physical, financial and technological resources. Graduates must possess the ability to recognize and respond to current trends and issues while upholding standards of care through life-long learning.

The Nursing Program is a four-semester program which, upon successful completion, awards an Associate in Science Degree. Sixty-eight credits are required for graduation. The general education courses and nursing courses are sequenced to build from fundamental skills to complex critical thinking skills. The program is challenging in nature, demanding mathematics, science, social science and English skills as building blocks to all that encompasses nursing practice.

The Role of the Associate Degree Graduate within the Scope of Nursing Practice

The Nursing Program will provide the graduate with the knowledge and technical skills to practice in a safe, effective and competent manner within the legal and ethical framework for an entry-level Registered Nurse. The scope of practice for the Associate Degree graduate is to provide and manage care for a diverse group of individuals, families and communities in collaboration with members of the health care team consistent with the CT-CCNP core values. The Associate Degree Nurse is responsible for his/her continued professional growth and development through continuing education programs and educational advancement to a higher degree level.
Approval and Accreditation

Five of the colleges (Capital, Gateway, Naugatuck Valley, Norwalk & Three Rivers) are individually approved by the Connecticut Board of Examiners for Nursing with the consent of the Commissioner of the Connecticut Department of Public Health and accredited by the National League for Nursing Accrediting Commission, Inc.

Northwestern Connecticut Community College is licensed by the State of Connecticut Department of Higher Education. Northwestern has been granted conditional approval by the Connecticut Board of Examiners for Nursing and will seek accreditation by the National League for Nursing Accrediting Commission, Inc. after graduating their first class in May 2012.

Colleges that Offer the CT-CCNP

<table>
<thead>
<tr>
<th>College Name</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Community College</td>
<td>Enrollment Services Office Hartford, CT 06103 (860) 906-5140 <a href="http://www.ecc.commnet.edu">www.ecc.commnet.edu</a></td>
</tr>
<tr>
<td>Northwestern CT Community College</td>
<td>Admissions Office Winsted, CT 06098 (860) 738-6300 <a href="http://www.nwcc.commnet.edu">www.nwcc.commnet.edu</a></td>
</tr>
<tr>
<td>Gateway Community College</td>
<td>Admissions Office, Long Wharf Campus Attention: Nursing New Haven, CT 06511 (203) 285-2010 <a href="http://www.gwcc.commnet.edu">www.gwcc.commnet.edu</a></td>
</tr>
<tr>
<td>Norwalk Community College</td>
<td>Admissions Office Norwalk, CT 06854-1655 (203) 857-7060 <a href="http://www.ncc.commnet.edu">www.ncc.commnet.edu</a></td>
</tr>
<tr>
<td>Naugatuck Valley Community College</td>
<td>Admissions Office Waterbury, CT 06708 (203) 575-8040 <a href="http://www.nvcc.commnet.edu">www.nvcc.commnet.edu</a></td>
</tr>
<tr>
<td>Three Rivers Community College</td>
<td>Nursing Admissions Norwich, CT 06360 (860) 892-5702 <a href="http://www.trcc.commnet.edu">www.trcc.commnet.edu</a></td>
</tr>
</tbody>
</table>

Nursing as a Career

To learn about nursing careers, nursing degrees, and articulation go to:

The Guide to Nursing Education in Connecticut 2010-2012

Connecticut League for Nursing Phone: (203) 235-6873
377 Research Parkway - Suite 2D www.ctleaguefornursing.org
Meriden, CT 06450-7160

Other Options in Health Careers

To learn more about health career pathways within the Connecticut Community College System go to: www.commnet.edu/healthcare

To learn more about health career pathways go to: www.healthcareersinct.com.
Advisement

Advisors/Counselors are available at each college to guide applicants through the admission process. All potential applicants seeking admission to the Connecticut Community College Nursing Program are encouraged to read through the Student Information Packet. After reading the packet, students should direct all questions to the contact at their College of First Choice. Below is a listing of the primary contacts at each college. Students are strongly encouraged to attend a Nursing Information Session at their College of First Choice to learn more about the CT-CCNP.

<table>
<thead>
<tr>
<th>College</th>
<th>Contact Person</th>
<th>Contact Information</th>
<th>General Information</th>
<th>LPN Advisement</th>
<th>Readmission/Transfer Info.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Community College</td>
<td>Mike Kriscenski</td>
<td>(860) 906-5040 <a href="mailto:mkriscenski@ccc.commnet.edu">mkriscenski@ccc.commnet.edu</a></td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Capital Community College</td>
<td>Linda Kapinos</td>
<td>(860) 906-5168 <a href="mailto:lkapinos@ccc.commnet.edu">lkapinos@ccc.commnet.edu</a></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Gateway Community College</td>
<td>Mary Beth Banks</td>
<td>(203) 285-2388 <a href="mailto:mbanks@gwcc.commnet.edu">mbanks@gwcc.commnet.edu</a></td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Naugatuck Valley Community College</td>
<td>Noreen Cerruto</td>
<td>(203) 575-8079 <a href="mailto:ncerruto@nvcc.commnet.edu">ncerruto@nvcc.commnet.edu</a></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Naugatuck Valley Community College</td>
<td>Mary Manka</td>
<td>(203) 596-8657 <a href="mailto:mmanka@nvcc.commnet.edu">mmanka@nvcc.commnet.edu</a></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Naugatuck Valley Community College</td>
<td>Joanne Ottman</td>
<td>(203) 575-8057 <a href="mailto:jottman@nvcc.commnet.edu">jottman@nvcc.commnet.edu</a></td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Northwestern CT Community College</td>
<td>Randi Camirand</td>
<td>(860) 738-6356 <a href="mailto:rcamirand@nwcc.commnet.edu">rcamirand@nwcc.commnet.edu</a></td>
<td>X</td>
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<td>X</td>
</tr>
<tr>
<td>Norwalk Community College</td>
<td>Bill Chagnon</td>
<td>(203) 857-7090 <a href="mailto:wchagnon@ncc.commnet.edu">wchagnon@ncc.commnet.edu</a></td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Norwalk Community College</td>
<td>Nursing &amp; Allied Health Division</td>
<td>(203) 857-7121</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Three Rivers Community College</td>
<td>Amy Rozek</td>
<td>(860) 892-5722 <a href="mailto:nursingadmissions@trcc.commnet.edu">nursingadmissions@trcc.commnet.edu</a></td>
<td>X</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>
APPLICATION PROCESS

A student will apply to the Community College of his/her choice and receive a Banner ID #. The nursing program requires the student to complete a common nursing application. The nursing application can be obtained online (www.commnet.edu/nursing) or at any of the six colleges (Capital, Gateway, Naugatuck Valley, Northwestern CT, Norwalk and Three Rivers). Applications are available on November 1. The application period for the nursing program is November 1 - February 1 of each year. Students are encouraged to apply at the beginning of the application cycle.

Applicants seeking admission into the CT-CCNP must submit the common nursing application and related documentation through the Admissions Office at the College of First Choice by the February 1, 2011 deadline. “College of First Choice” is the college that the applicant would most like to attend. Applicants may select a 2nd and 3rd choice College at the initial time of application which will eliminate the necessity for the applicant to apply to more than one College.

Students are to submit a common nursing application at the College of First Choice only. Submission of a common nursing application at more than one of the six nursing colleges could affect the application status of a student. An applicant should be advised to list only the College(s) to which s/he would be willing to commute. The College of First Choice will be responsible for reviewing the application for eligibility and completing the credit evaluation.

Advisors/Counselors are available at each college to guide applicants through the admission process. The student should be advised to speak to a counselor at the College of First Choice.

Application Requirements

Students are required to submit the following by the February 1, 2011 deadline:

- General College application submitted to the college of first choice (separate from the nursing program application) with application fee of $20.00 for first-time applicants to any of the twelve Connecticut Community Colleges.
- Connecticut Community College Nursing Program (CT-CCNP) common application.
- Proof of high school completion.
- If the student is using their high school chemistry to satisfy the admission requirement, official high school transcripts are required.
- Official SAT I score reports, if applicable (see page 7 for clarification).
- Official College/University transcripts from ALL colleges ever attended, regardless of the age of the transcripts and applicability to the nursing program. **
- Official TEAS results, if not taken at a CT Community College.
- Proof of Measles, Mumps, Rubella (German Measles) and Varicella immunizations if born after 12/31/56. Students who graduated from a CT high school in 1999 or later only need to provide proof of immunity to Varicella (Chicken Pox).

** Please be sure that all transcripts are the final transcripts. Students taking courses in the fall semester prior to applying need to submit transcripts that include their fall grades. Transcripts must be submitted regardless of the age of the transcripts and applicability to the nursing program. This includes any college credits earned while in high school.
Students who have attended or are currently attending one of the twelve Connecticut Community Colleges must submit community college transcripts from all previously attended Connecticut Community Colleges to the College of First Choice.

A student who has received a grade of failure (F) or unsatisfactory in the clinical component of any course in a health career program is not eligible for admission into the CT-CCNP. A “health career program” is defined as any nursing or allied health program whose curriculum has both a classroom and clinical component.

All application materials must be post-marked to the college of first choice no later than February 1, 2011. Late applications will not be accepted. All initial communication with students will be done through email. Students should provide a clearly written, valid email address on the CT-CCNP application. If the student does not have an email address, please instruct the student to create an email account prior to submitting the application.

Admission Requirements

- High School graduate or equivalent.
- A score of 40 or higher on the College Level Math portion of the Accuplacer; OR SAT I Math score of 550 or higher; OR Connecticut Community College MAT*136 or 137, or equivalent or higher, with a grade of C or higher, completed prior to application deadline of February 1, 2011.
- One year of high school Chemistry with a lab or Connecticut Community College CHE*111 or equivalent with a grade of C or higher, completed within five years prior+ to application deadline of February 1, 2011.
- A passing score on the computer proficiency test++ or completion of Connecticut Community College CSA*105, CSA*106 or CSC*101 or equivalent, with a grade of C or higher, completed prior to application deadline of February 1, 2011.
- Connecticut Community College ENG*101: English Composition, or equivalent, with a grade of C or higher, completed prior to application deadline of February 1, 2011.
- Connecticut Community College BIO*211: Anatomy and Physiology I, or equivalent, with a grade of C+ or higher, completed within five years prior+ to application deadline of February 1, 2011.
- Connecticut Community College BIO*212: Anatomy and Physiology II, or equivalent, with a grade of C+ or higher, completed within five years prior+ to application deadline of February 1, 2011 or completed during, but no later, than the spring semester of application year.
- 2.7 GPA – Based on all college courses taken within the past five years and any college courses taken prior to five years that meet the nursing admission and/or curriculum requirements.
- TEAS score. Applicants must have an adjusted individual total score of 65% or higher. Test scores are valid for three years from the testing date, and must be submitted by February 1, 2011.

+ “Five years prior” is defined as having completed the course between December 2005 and February 1, 2011.
++Please refer to page 8 for additional information on the computer literacy requirement.

There may be prerequisite courses that must be successfully completed prior to taking the admission requirements. Please consult with the college catalog at the College of First Choice for specific information. Students should complete the required Accuplacer computerized placement test. The placement test may be waived for students who have prior college English and/or mathematics credits, or for students who have the following SAT I scores: 550 or higher (Math) or 450 or higher (Critical Reading or Writing).
**Computer Literacy**

Applicants must demonstrate computer literacy as an admissions requirement in one of the following ways:

1. **Proficiency Exam** - it is the applicant’s responsibility to check with the college of first choice for the acceptability of a computer proficiency test administered at another college. A final determination of acceptance will be made by the college of first choice.

2. **Successful completion of CSA*105/CSA*106: Introduction to Software Applications or CSC*101: Introduction to Computers with a grade of C or higher.**

If an individual does not meet the CSA/CSC course requirement, they may take the proficiency examination; however, the CSA/CSC grade will remain in the calculation of the GPA (unless the course was failed prior to five years ago). Check with the college of first choice for additional information.

**TEAS Standardized Admission Test for Nursing**

The TEAS is a multiple choice test that evaluates essential academic skills: math, science, reading, and English. It is recommended that applicants review biology, chemistry, and math content in preparation for taking the TEAS. The test will take approximately 3 ½ hours to complete. Testing fees are non-refundable. Applicants may not reschedule their test date.

Applicants must obtain an **adjusted individual total score of 65% or higher** on the TEAS to be considered for admission. Test results are valid for three years from the testing date. The CT-CCNP currently uses TEAS version 4.0.

Applicants may re-take the TEAS as many times as desired, however:

- There is a mandatory 45-day period between each testing date.
- Applicants may register to retest anytime, but testing dates must be 45 days apart.
- Applicants applying to retake the TEAS before the 45-day period will not be permitted to test and testing fees paid will not be refunded.

The following Connecticut Community Colleges administer the TEAS: Capital, Gateway, Naugatuck Valley, Northwestern CT, Norwalk, Quinebaug Valley and Three Rivers.

For testing schedules and registration information, go to [www.atitesting.com/ctcteas](http://www.atitesting.com/ctcteas). **If the TEAS is taken at a site other than one of the Connecticut Community Colleges, applicants must have official results sent by ATI to the College of First Choice by the application deadline.**

The TEAS Study Manual is available through [www.atitesting.com](http://www.atitesting.com). Students purchasing the study manual should get the 3.0/4.0 version. Online practice tests are also available through ATI. Visit ATI’s website ([www.atitesting.com](http://www.atitesting.com)) for additional information about the TEAS.
**GPA Calculation**

The Nursing GPA is calculated by the Admissions Office at the College of First Choice. The GPA is based on all college courses taken within the past five years (December 2005 – application deadline of February 1, 2011) and any college courses taken prior to five years that meet the nursing admission and/or curriculum requirements.

If transcripts are only within five years, use the total GPA listed at the bottom of the transcript, except if there are developmental courses. Developmental courses will not be counted in the Nursing GPA. ESL courses are only counted if they are a 100-level or higher. Please consult the College of First Choice for information on the ESL courses that will count towards an applicant’s GPA.

If an applicant is using the Fresh Start Policy, the semesters for which Fresh Start is invoked will not be counted in the applicant’s GPA.

**Repeat Courses**

If a student repeats a course at one of the community colleges within the five year period, the highest grade received will be used in calculating the student’s academic average.

If a course has been repeated at the same college outside the Connecticut Community Colleges, the policies of that college would be honored in calculating GPA.

If Anatomy and Physiology I has been taken more than once at different colleges within the last five years, both grades will be calculated in the GPA but only the highest grade will be used in the ranking formula. High School Chemistry will not be calculated in the GPA.

**Formula for Computing Ranking**

Applicants who meet all of the application and admission requirements are assigned a rank number. Rank numbers are computed by the following formula:

\[
\begin{align*}
25\% &= \text{TEAS score} \\
25\% &= \text{BIO*211 (Anatomy & Physiology I) grade} \\
50\% &= \text{GPA}
\end{align*}
\]
Selection Process: Rank, Random, Waitlist

Rank Selection (60%): All eligible applicants will be ranked by the CT-CCNP.

Each college will fill 60% of their seats by rank.

Random Selection (40%): Common pool of remaining applicants will consist of all students who were eligible for the program, but were not selected through the rank selection. Students will be placed on a list for their College of First Choice and will be selected for that college in random order until the college is full.

Applicants will be considered for random selection at their second or third choice college if either of those colleges has spaces that weren't filled through their own random selection process.

Once all colleges are filled, the remaining applicants will go onto a waitlist.

Waitlist: Applicants on the waitlist will be ranked using the original CT-CCNP rank number.

The waitlist will be divided into six separate lists based on the College of First Choice. When openings occur, applicants will be selected (in rank order) from the waitlist at that college and offered the nursing seat.

Applicants who refuse an offer from their college of first choice will be removed from consideration for the current academic year.

In the event that a college’s waitlist is emptied, any further openings will be filled by selecting, in order, the top ranked student from the remaining colleges. The top ranked applicant will be offered the seat regardless of the colleges listed on the application. An applicant can refuse the offer and go back onto the waitlist at their College of First Choice.

The waitlist will not carry over from year to year. Applicants who are not selected from the waitlist will need to submit a new application if they want to be considered for admission to the nursing program the following year. Students would need to contact the admission office at the College of First Choice to see what application information is still on file.
PROGRAM OF STUDY

The following program of study reflects a full-time curriculum plan that students enrolled in the nursing program are required to complete for graduation. Many students make the decision to enroll in the nursing program on a part-time basis, taking the general education courses prior to the nursing courses. Non-nursing courses must be taken in the semester indicated in the plan of study below or may be taken earlier; nursing courses must be taken in the stated sequence.

The admission and pre-requisite requirements of BIO*211: Anatomy & Physiology I, BIO*212: Anatomy & Physiology II, and ENG*101: English Composition are credits (11 credits) that are part of the total 68 credits required for graduation. BIO*211 and ENG*101 must be completed prior to submitting an application; BIO*212 may be in progress and the applicant may be accepted pending successful completion with a grade of C+ or higher. Please refer to page 7 for a complete list of admission requirements.

A grade of C is required for all co-requisite courses in the nursing plan of study unless a higher grade is required for admission to the program. Co-requisite courses must be satisfactorily completed before or during the semester in which they are scheduled in the curriculum. Students who fail to complete required co-requisite courses may be dismissed from the program.

<table>
<thead>
<tr>
<th>ADMISSION REQUIREMENTS</th>
<th>Credits</th>
<th>PRE-REQUISITE REQUIREMENTS:</th>
<th>Credits</th>
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<tbody>
<tr>
<td>+BIO*211: Anatomy &amp; Physiology I</td>
<td>4</td>
<td>+BIO*212: Anatomy &amp; Physiology II</td>
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<tr>
<td>+ENG*101: English Composition</td>
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</table>

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<tr>
<th>FIRST SEMESTER</th>
<th>Credits</th>
<th>SECOND SEMESTER</th>
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<tbody>
<tr>
<td>NUR*101: Introduction to Nursing Practice</td>
<td>8</td>
<td>NUR*102: Family Health Nursing</td>
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<tr>
<td>+BIO*235: Microbiology</td>
<td>4</td>
<td>NUR*103: Pharmacology for Families Across the Life Span</td>
</tr>
<tr>
<td>+PSY*111: General Psychology</td>
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<td>+PSY*201: Life Span Development</td>
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<tr>
<td></td>
<td></td>
<td>+SOC*101: Principles of Sociology</td>
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</table>

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<thead>
<tr>
<th>THIRD SEMESTER</th>
<th>Credits</th>
<th>FOURTH SEMESTER</th>
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</thead>
<tbody>
<tr>
<td>NUR*201: Nursing Care of Individuals and Families I</td>
<td>9</td>
<td>NUR*203: Nursing Care of Individuals and Families II</td>
</tr>
<tr>
<td>NUR*202: Pharmacology for Individuals and Families with Intermediate Health Care Needs</td>
<td>1</td>
<td>NUR*204: Pharmacology for Individuals, Families, &amp; Groups with Complex Health Care Needs</td>
</tr>
<tr>
<td>+ENG*102: English Composition &amp; Literature</td>
<td>3</td>
<td>NUR*205: Nursing Management and Trends</td>
</tr>
<tr>
<td></td>
<td></td>
<td>+Elective: Humanities++ or Fine Arts</td>
</tr>
</tbody>
</table>

Total Program Credits: 68 credits (General Education Credits - 30 credits; Nursing Credits - 38 credits)
+ There may be a prerequisite course that must be successfully completed prior to taking the course.
++ Norwalk Community College requires one interdisciplinary course to fulfill core curriculum requirements.
# GENERAL POLICIES

## Humanities and Fine Arts Requirements

Humanities and Fine Arts courses will be accepted as defined by the individual College of First Choice. If a student has taken the course more than once, the highest grade will be used. If the course has been accepted by College of First Choice and the student attends another Connecticut Community College with a nursing program, the course will be accepted. Advisors/Counselors are available at each college to guide applicants as to what courses are acceptable.

## AP Exams

The Colleges grant credit for Advanced Placement Examinations of the College Examination Board with scores of 3 or above according to current college policies.

## CLEP Tests

CLEP tests will be accepted for the general education courses with an official CLEP transcript and a PASS score. The following CLEP exams will be accepted:

<table>
<thead>
<tr>
<th>Examination Title</th>
<th>Passing Score</th>
<th>Credits</th>
<th>Equivalent Course Numbers</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Algebra</td>
<td>50</td>
<td>3</td>
<td><strong>CCC</strong> MAT<em>137 <strong>GCC+</strong> MAT</em>137 <strong>NVCC</strong> MAT<em>172 <strong>NCCC^</strong> MAT</em>137 <strong>NCC</strong> MAT<em>172 <strong>TRCC</strong> MAT</em>137</td>
</tr>
<tr>
<td>Freshman College Composition</td>
<td>50</td>
<td>6</td>
<td><strong>CCC</strong> ENG<em>101 <strong>GCC+</strong> ENG 101 Humanities Elective <strong>NVCC</strong> ENG</em>101 <strong>NCCC^</strong> ENG<em>101 <strong>NCC</strong> ENG</em>101 <strong>TRCC</strong> ENG*101</td>
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<td>English Composition with Essay</td>
<td>50</td>
<td>3</td>
<td><strong>CCC</strong> ENG<em>101 <strong>GCC+</strong> ENG</em>101 <strong>NVCC</strong> ENG<em>101 <strong>NCCC^</strong> ENG</em>101 <strong>NCC</strong> ENG<em>101 <strong>TRCC</strong> ENG</em>101</td>
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<tr>
<td>Analysis &amp; Interpretation of Literature</td>
<td>50</td>
<td>3</td>
<td><strong>CCC</strong> ENG<em>102 <strong>GCC+</strong> ENG</em>102 <strong>NVCC</strong> ENG<em>102 <strong>NCCC^</strong> ENG</em>102 <strong>NCC</strong> ENG<em>102 <strong>TRCC</strong> ENG</em>102</td>
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<tr>
<td>Introductory Psychology</td>
<td>50</td>
<td>3</td>
<td><strong>CCC</strong> PSY<em>111 <strong>GCC+</strong> PSY</em>111 <strong>NVCC</strong> PSY<em>111 <strong>NCCC^</strong> PSY</em>111 <strong>NCC</strong> PSY 111 <strong>TRCC</strong> PSY*111</td>
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<tr>
<td>Human Growth &amp; Development</td>
<td>50</td>
<td>3</td>
<td><strong>CCC</strong> PSY<em>201 <strong>GCC+</strong> PSY</em>201 <strong>NVCC</strong> PSY<em>204 <strong>NCCC^</strong> PSY</em>201 <strong>NCC</strong> PSY<em>201 <strong>TRCC</strong> PSY</em>201</td>
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<tr>
<td>Introductory Sociology</td>
<td>50</td>
<td>3</td>
<td><strong>CCC</strong> SOC<em>101 <strong>GCC+</strong> SOC</em>101 <strong>NVCC</strong> SOC<em>101 <strong>NCCC^</strong> SOC</em>101 <strong>NCC</strong> SOC<em>101 <strong>TRCC</strong> SOC</em>101</td>
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<td><strong>CCC</strong> CHE<em>121 CHE</em>122 <strong>GCC+</strong> CHE<em>121 CHE</em>122 <strong>NVCC</strong> CHE<em>121 CHE</em>122 <strong>NCCC^</strong> CHE<em>121 CHE</em>122 <strong>NCC</strong> CHE<em>121 CHE</em>122 <strong>TRCC</strong> CHE<em>121 CHE</em>122</td>
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<tr>
<td>Information Systems &amp; Computers</td>
<td>52</td>
<td>3</td>
<td><strong>CCC</strong> CSA<em>105 <strong>GCC+</strong> CSC</em>102 <strong>NVCC</strong> CSA<em>105 <strong>NCCC^</strong> CSC</em>102 <strong>NCC</strong> CSA<em>105 <strong>TRCC</strong> CSC</em>1XXX (will satisfy nursing requirement)</td>
</tr>
<tr>
<td>General Biology</td>
<td>46</td>
<td>8</td>
<td><strong>CCC</strong> BIO<em>105# <strong>GCC+</strong> BIO</em>121 BIO<em>122 <strong>NVCC</strong> BIO</em>105# <strong>NCCC^</strong> BIO<em>121 BIO</em>122 <strong>NCC</strong> Science Elective, non-lab <strong>TRCC</strong> BIO*105#</td>
</tr>
</tbody>
</table>

* Gateway Community College awards 6 credits for College Algebra; Score of 47 is accepted for Introductory Sociology.
Id Introductory Psychology
* # Capital Community College awards 4 credits for General Biology.
* ^ Northwestern CT Community College awards 3 credits for Freshman College Composition and 3 credits for General Biology (science elective, non-lab).

If ENG*101 grade is below C, the individual may take the CLEP test. Please go to the CLEP website for additional information:  [www.collegeboard.com/student/testing/clep/about.html](http://www.collegeboard.com/student/testing/clep/about.html).
**LPN Advanced Placement**

The Connecticut Community College Nursing Program participates in the Connecticut League for Nursing Articulation Model for LPNs. To be eligible for articulation the LPN must:

- Hold a current Connecticut Licensed Practical Nurse license.
- Satisfy all the CT-CCNP admission requirements.
- Submit a CT-CCNP application and be admitted to the program (please note, the application process does not vary for LPN candidates.)

Once admitted, LPN candidates will be advised as to their placement within the CT-CCNP. For an LPN to be advance placed into the third semester, the following requirements must be met:

- Complete the required general education courses of the first year of the CT-CCNP with a grade of C or higher.
- Successfully complete the Connecticut LPN Transition Bridge Course offered by Charter Oak State College (COSC 190) and the college based CT-CCNP LPN transition course (NUR*130)

Students who are unsuccessful in either COSC 190 or NUR*130 are not eligible to bridge into the third semester of the CT-CCNP. Students in this situation will begin the program in NUR*101. Space in NUR*101 may not be available at the college of first choice; the student must be willing to begin the nursing program at any of the six colleges with available space in NUR*101.

Applicants are encouraged to seek advisement from one of the contact persons listed page 5 prior to the application process. If admitted to the program, a student must contact the LPN advisor at the college where he/she will be attending for advisement regarding the advanced placement process.
Technical Standards

The standards reflect reasonable expectations of the RN student for the performance of common functions of the registered nurse. In adopting these standards the CT-CCNP is mindful of the client's right to safe and quality health care provided both by our students and graduates. The RN student must be able to apply the knowledge and skills necessary to function in a broad variety of clinical situations.

Each student in the Associate in Science degree program must have the ability to learn and perform the following competencies and skills:

**Motor.** The student must possess sufficient motor capabilities to execute the movements and skills required to provide safe and effective nursing interventions. These include, but are not limited to:

1. Coordination, speed and agility to assist and safely guard (protect), with safe and proper body mechanics, clients who are ambulating, transferring, or performing other activities.
2. Ability to adjust and position equipment and clients, which involves bending or stooping freely to floor level and reaching above the head.
3. Ability to move or position clients and equipment, which involves lifting, carrying, pulling, up to and including 30 pounds.
4. Ability to guide, resist, and assist clients, or to provide emergency care, which involves the activities of standing, kneeling, sitting, or walking.
5. Ability and dexterity to manipulate the devices used in giving nursing care.
6. Ability to administer CPR without assistance.

**Sensory.** The student must possess the ability to obtain information in classroom, laboratory or clinical settings through observation, auscultation, palpation and other measures, including but not limited to:

1. Visual ability (corrected as necessary) to recognize and interpret facial expressions and body language, identify normal and abnormal patterns of movement, to read or set parameters on various equipment, to discriminate color changes, and to interpret and assess the environment.
2. Auditory ability (corrected as necessary) to recognize and respond to soft voices, auditory timers, equipment alarms, call bells, and to effectively use devices for measurement of blood pressure, breath sounds, etc.
3. Tactile ability to palpate a pulse and to detect changes or abnormalities of surface texture, skin temperature, body contour, muscle tone, and joint movement.
4. Sufficient position, movement and balance sensations to assist and safely guard (protect) clients who are ambulating, transferring or performing other activities.
Communication. The student must be able to utilize effective communication with peers, faculty, clients and their families, and other health care providers. This includes, but is not limited to:

1. Ability to read at a competency level that allows one to safely carry out the essential functions of an assignment (examples: handwritten chart data, printed policy and procedure manuals).
2. Ability to effectively interpret and process information.
3. Ability to effectively communicate (verbally and in writing) with clients/families, health care professionals, and others within the community.
4. Ability to access information and to communicate and document effectively via computer.
5. Ability to recognize, interpret, and respond to nonverbal behavior of self and others.

Behavior. The student must be capable of exercising good judgment, developing empathic and therapeutic relationships with clients and others, and tolerating close and direct physical contact with a diverse population. This will include people of all ages, races, socioeconomic and ethnic backgrounds, as well as individuals with weight disorders, physical disfigurement and medical or mental health problems. This also includes, but is not limited to:

1. Ability to work with multiple clients/families and colleagues at the same time.
2. Ability to work with classmates, instructors, health care providers, clients, families and others under stressful conditions, including but not limited to providing care to medically or emotionally unstable individuals, situations requiring rapid adaptations, the provision of CPR, or other emergency interventions.
3. Ability to foster and maintain cooperative and collegial relationships with classmates, instructors, other health care providers, clients and their families.

Critical Thinking. The student must possess sufficient abilities in the areas of calculation, critical problem solving, reasoning, and judgment to be able to comprehend and process information within a reasonable time frame as determined by the faculty and the profession. The student must be able to prioritize, organize and attend to tasks and responsibilities efficiently. This includes, but is not limited to:

1. Ability to collect, interpret and analyze written, verbal and observed data about clients.
2. Ability to prioritize multiple tasks, integrate information and make decisions.
3. Ability to apply knowledge of the principles, indications, and contraindications for nursing interventions.
4. Ability to act safely and ethically in the college clinical lab and in clinical placements within the community.
READMISSION, ADVANCED STANDING, AND TRANSFER POLICY

Students who are interested in readmission to the nursing program or have questions about eligibility for advanced standing should be advised to contact the college directly. The advisors listed on page 5 will be able to assist students seeking information.

Readmission
Readmission to the nursing program is based on a review of, but not limited to, past academic and clinical evaluations, and evidence of interim efforts to strengthen areas of weakness. A student is eligible for readmission to the Nursing Program once. Students who are dismissed from the nursing program because they do not meet the dosage calculation requirement are eligible to apply for readmission. Consideration for readmission to the program can only be granted if there are available openings, clinical resources and faculty. In the event there are more readmission applicants than available openings, a ranking system will be applied. Readmission requests are evaluated on an individual basis.

Readmission Requirements
- Successful completion of NUR*101.
- Not on Clinical Warning at the time of leaving the Program.
- Minimum GPA of 2.70. GPA is based on all college courses taken within the past five years and any college courses taken prior to five years that meet the nursing admission and/or curriculum requirements.
- Completion of the exit interview within 30 days of leaving the Program.
- Application for readmission within 18 months of leaving the Program.
- Submission of documentation of completion of current health requirements.

Readmission Process
The student must:
- Meet with the Nursing Director, course leader or designee to complete the exit interview within 30 days of leaving the Program.
- Submit a letter to the Nursing Director requesting readmission to the college from which the student withdrew by:
  - April 1 for fall semester readmission.
  - November 1 for spring semester readmission.
  - Consult with the college nursing director if leaving the program after November 1st during the fall semester or after April 1st during the spring semester.
  - Describe in the letter efforts made by the applicant to strengthen the areas of concern identified during the exit interview.
Students will be notified of their readmission status by the college within 30 days from the submission deadline date stated above. Additional items may be required by the student to complete the readmission assessment.

A student applying for readmission who also wishes to transfer to another college within the CT-CCNP must first be approved for readmission by the college from which the student withdrew before making a transfer request.

Ineligibility for Readmission
A student is not eligible for readmission to the CT-CCNP at any college location, under any status (including admission as a new, transfer or readmitted student) for the following reasons:

1. The student earned a final clinical grade of “Unsatisfactory” in the clinical component of any nursing course.
2. The student earned two academic failures in one or more nursing courses with a clinical component.
3. The student had two withdrawals from a nursing course(s) with a clinical component with a failing theory grade at the time of withdrawal.
4. The student had one withdrawal from a nursing course with a clinical component while on Clinical Warning.
5. The student was in violation of the CT-CCNP Student Conduct at the time of withdrawal, failure or dismissal from the nursing program.

Internal Transfer Applicants to the CT-CCNP
Students may request to transfer to another college within the CT-CCNP. Students may only transfer one time during the four-semester nursing program. The following requirements must be met:

1. A written request is submitted to the Nursing Director at the college where the student is currently enrolled. Written requests are due by July 1 for fall semester requests and January 2 for spring semester requests.
2. Transfer can only occur following successful completion of NUR*101.
3. Transfer will occur prior to the start of a semester; mid-semester transfers will not be considered.

Internal transfer candidates will each be assigned a rank number, using the following formula:

35% = Overall (Admissions) GPA
40% = CT-CCNP Nursing GPA (average of all CT-CCNP nursing [NUR*] coursework)
25% = TEAS Score

Transfer requests are evaluated by the Nursing Directors at the transferring and receiving colleges. Acceptance for transfer to another college within the CT-CCNP is based on availability of openings, faculty and clinical resources. In the event there are more transfer applicants than available openings at a specific college, a ranking system will be applied.
Internal Transfers Applying at the End of the Third Semester

A student must complete 25% of the program at the college of graduation. A student requesting transfer at the end of the third semester would have less than 25% of the program remaining. In this situation, a student would do the following:

1. Apply for internal transfer following the requirements listed above. The candidate will be ranked with all other internal transfer requests.

2. If the candidate is approved, he/she will request permission to take course(s) at the preferred college, and transfer these courses back to the college of graduation.

External Transfer Applicants to the CT-CCNP

Students who wish to transfer nursing courses with a clinical component from another college or university will be considered for transfer after the following requirements have been met:

1. The applicant completes the CT-CCNP application for external transfer nursing students, and submits the application to the Admissions Office at the college of first choice. Applicants must meet all nursing program admission requirements. Completed applications are due by July 1 for fall semester requests and January 2 for spring semester requests.

2. A written request for evaluation of nursing course work and nursing course descriptions must be submitted to the Admissions Office at the college of first choice along with the CT-CCNP application. Requests will be forwarded to the Nursing Director at the college of first choice. Written requests are due by July 1 for fall semester requests and January 2 for spring semester requests.

3. External transfer candidates must have a 3.0 overall GPA. The GPA is based on all college courses taken within the past five years and any college courses taken prior to five years that meet the nursing admission and/or curriculum requirements.

External transfers will be considered on a space available basis.

Credit Evaluations

The official transfer credit evaluation is completed at the College of First Choice. Once the College of First Choice completes the credit evaluation and determines eligibility to the Nursing Program, the other nursing colleges will honor the credit evaluation from the College of First Choice.
**Transfer Grades**

Grades from colleges not regionally accredited will not be accepted in transfer.

A minimum grade of C is required unless otherwise noted by the admission requirements.

A grade of C+ will be determined when the college does not use plus (+) and minus (-) by having the student be responsible for providing the proof that the grade is a C+. A numerical grade of 77-79 will be considered a C+.

**Conversion Table**

If a college does not assign quality points on the transcript, the following conversion table will be used for transfer grades:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Numerical Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>0.7</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>

**STRATEGIES**

Nursing Programs are time intensive. Class hours are 1 contact hour to one credit hour and clinical hours are 3 contact hours to one credit hour. The following outline provides information regarding the ratio of clock, clinical and contact hours required weekly to complete the nursing courses.

<table>
<thead>
<tr>
<th>First Year Nursing Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester Nursing Course</td>
</tr>
<tr>
<td>NUR*101 Credit - 8</td>
</tr>
<tr>
<td>4 CR Classroom (4 hours per week)</td>
</tr>
<tr>
<td>4 CR Clinical- (12 hours per week)</td>
</tr>
<tr>
<td>Total - 16 hours per week+</td>
</tr>
</tbody>
</table>
~Clinical Hours incorporate on college laboratory and off site clinical learning activities
+ Hours per week are based upon a 15 week semester

Some of the following suggestions may assist students in time management:

- Plan for two hours of preparation for each hour of class.
- Plan for four hours of preparation for each clinical experience.
- Plan for one hour of preparation for each college lab.
- Plan for additional service learning activities such as blood pressure screening clinics, bloodmobiles, health fairs, and college activities.
- Working can interfere with academic success. Be realistic about your work schedule.
- Students are strongly discouraged from working nights prior to a daytime clinical experience. Sleep deprivation may result in unsafe behaviors which endanger patient and student safety.

MISCELLANEOUS INFORMATION

- Clinical experiences may be assigned during daytime, evening or weekend hours.
- Clinical assignments in all courses are subject to change based upon availability of clinical sites and numbers in groups.
- Clinical sites could be within an hour radius of the college, and may require a mandatory parking fee.
- Students must make their own travel arrangements during the program.
- Students will receive a packet of information at the time of acceptance which outlines current college immunization policies.
- Completed Health Assessment Forms must be on file in accordance with college policy.
FREQUENTLY ASKED QUESTIONS

What degree will I be awarded?
A graduate of the nursing program is awarded an Associate in Science degree and is eligible to take the NCLEX-RN.

Am I a Registered Nurse when I graduate from the program?
Graduation from the program does not guarantee licensure to practice nursing. The program prepares students to sit for the NCLEX exam and provides them with the skills necessary to succeed in the field of nursing. Students need to pass the NCLEX exam in order to receive a licensure to practice nursing.

Does a student have a right to choose their clinical setting based on their town of residence or employment site?
The clinical sites are assigned by the course leader for the particular nursing semester and are not based on residence or employment considerations. Clinical sites could be within an hour radius of the college, and may require a mandatory parking fee.

When should I plan to take the TEAS that is required of all potential candidates?
It is recommended that students successfully complete the following courses: General Biology, Chemistry, Intermediate Algebra, and English Composition. Students should complete a review for the test by reading the manual and taking the practice exams.

Why do I have to submit a transcript that is over 5 years old when it doesn’t even count?
Although the student may not believe that anything will transfer into the program, the CT-CCNP requires that a student submit their entire academic history to ensure a complete picture of their academic background.

What is the process to waive one of the admission requirements?
A student would need to contact the College of First Choice to discuss the process for waiving admission requirements.

I am an LPN, how do I apply to the program?
LPN applicants would have to meet all the admission requirements of the nursing program (listed on page 7) and would go through the same application process as all other applicants. If admitted to the program, the student would have their file reviewed by the Nursing Department at the college they will be attending to determine if the student is eligible for advanced standing. Prior to applying, LPN applicants are encouraged to seek advisement from one of the contact persons listed on page 5.

How do I advise a student who was convicted of a crime?
Several clinical sites are now requiring that criminal background checks be completed on any students who will be attending a clinical rotation at those facilities. Students who are found guilty of having committed a felony/misdemeanor may be prevented by a facility from participating in clinical experiences at particular clinical sites. If you cannot participate in a clinical rotation at an assigned facility, you may not be able to complete the objectives of the course and of the program.