



## ASSOCIATE IN SCIENCE DEGREE NURSING LPN-ADN BRIDGE OPTION INFORMATION AND APPLICATION PACKET

The Associate in Science Degree Nursing LPN-ADN Bridge Option is a **limited access program**.

A limited access program is one in which both program admission and course registration are restricted to a certain number of students meeting predetermined criteria. Limited access status is justified when student demand exceeds available resources or accreditation requirements (i.e., student/faculty ratios, instructional facilities and equipment, clinical sites) or the nature of the program calls for specific admission requirements.

Limited access programs have admissions processes and criteria beyond general college admissions. While any student meeting the minimum criteria is encouraged to apply, not all applicants may be accepted.

Admission criteria for the Associate in Science Degree Nursing LPN-ADN Bridge Option follow and are explained in more detail inside this packet.

### Criteria for Application

- Be admitted to CF in good standing.
- Completion of this online information session.
- At the time the bridge application is submitted, the student must have completed or be currently enrolled in the last of the prerequisite courses required for the program.
- Minimum 2.0 college GPA and minimum 2.50 GPA for nursing curriculum courses.
- Placement testing, including the Psychological Services Bureau – RN School Aptitude exam and Health Sciences Reasoning Test – Numeracy exam.
- Current Florida LPN License.
- Current American Heart Association Basic Life Support for Health Care Provider certification.

### Additional Criteria Apply Once Admitted to the Program:

- Criminal background check.
- Nursing orientation.
- Physical Examination Form, Current Immunization Form, Personal History Form and minimum 9 Panel Drug Screening.
- Professional liability insurance, retained by the college and included in tuition and fees.



## ASSOCIATE IN SCIENCE DEGREE NURSING LPN-ADN BRIDGE OPTION INFORMATION AND APPLICATION PACKET

**This information pertains to the LPN to ADN Bridge class of May 2017 and includes proposed changes to curriculum.**

**Applications will be accepted from 8 a.m. Feb 6, 2017, until 4:30 p.m. Feb. 22, 2017.**

Welcome to the online information session for the College of Central Florida Licensed Practical Nurse (LPN) to Associate Degree in Nursing (ADN) Bridge program. The information provided here is intended for LPNs interested in becoming associate degree nurses through the CF program. We hope you find this information clear and helpful. At the end of this online program you will have an opportunity to give us input or ask questions about this session. Please let us know how we can improve the information to make it more beneficial to our future students.

The [Ocala Campus](#) of College of Central Florida is located at 3001 S.W. College Road. The telephone number is 352-873-5800. CF maintains an open door admission policy (this means that individuals who have a high school diploma or GED certificate will be admitted to the college) and consistently strives to provide programs beneficial to all students. The college website at [www.CF.edu](http://www.CF.edu) includes information about the college, admission requirements, an application to the college, and information on [financial aid](#) opportunities. Students should explore financial aid options and apply for financial aid well before beginning the program. For general college admission questions go to the Enrollment Services Center, Bryant Student Union, Room 102. The Bridge option is [limited access](#) and requires a *separate* application (see next section).

The LPN-ADN Bridge option is offered at the Ocala Campus. It begins in May and ends the next May. It is a one calendar-year intense program leading to an Associate in Science Degree in Nursing. The bridge option has been designed to validate and build upon the licensed practical nurse's (LPN) education. The Florida Board of Nursing has approved the program and it is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, 866-747-9965. In order to progress in the program, graduate, and be eligible to apply for licensure as a registered nurse, including taking the National Council Licensure Examination (NCLEX-RN), you must attain a grade of C or better in all courses, nursing and non-nursing, that are a part of the program. (For NUR-prefix nursing courses a C is 75 percent).

To learn about the role of the registered nurse go to <http://www.bls.gov/ooh/healthcare/registered-nurses.htm>.

## LPN TO ADN CURRICULUM

The LPN to ADN Bridge option begins in May of each year at the Ocala Campus. The program is one calendar year, May to May. In the summer semester students will complete the first nursing course in this option, Bridge Clinical Concepts. This is an intense course that builds on the LPN's knowledge and skill and includes content from the first year of the generic nursing program. In the fall students will enter the Clinical Concepts III course, and in the spring, Technical Concepts IV.

Nursing education has three components.

1. Theory instruction; this may be in-class or online. Academic credit for this is one 50-minute hour per week per credit.
2. Skills laboratory where students learn psychomotor hands-on skills and the decision-making surrounding these skills.
3. Clinical experience in extended care, acute care, and community agencies where students learn the holistic practice of nursing.

Academic credits for lab and clinical are three hours per week per one credit.

Credit is based on a 16-week semester (fall and spring semesters). Since summer semester is 12 weeks, contact hours are multiplied by 15 and divided by 12. Thus, summer hours per credits are the same as the 16-week semester but hours per week are greater.

Note that nursing courses require more hours per week than most academic courses due to the 3:1 clock hour to credit ratio for lab and clinical. Generally in nursing classes, clinicals, and skill labs are offered over three to four days a week, with periodic testing on another day. Schedules vary each semester.

The LPN-ADN Bridge option is designed to build on the LPN's expertise as a practical nurse. Therefore, applicants are expected to have the ability, within the scope of practice of the practical nurse, to give total care to a minimum of two patients in the acute care setting. Practice as an LPN will be evaluated at the beginning of the LPN to ADN Bridge option.

Students who were unsuccessful as an LPN in the generic Associate Degree in Science Nursing program are not eligible to enter the bridge option.

NOTE: Class and clinical hours may be between 7 a.m. and 10 p.m. Monday-Friday, and clinical hours may occur on Saturday.

**Some Bridge option course content is offered online. It is strongly recommended that if not computer literate, students acquire these skills before entering any Health Sciences program. Minimum skills include word processing, spreadsheet, PowerPoint, use of email with attachments, internet browser and use of the internet for literature research.**

**MAY ADMISSION BRIDGE STUDENTS**  
**(Associate in Science Degree) Course Sequencing**

The following courses must be successfully completed with a grade of C or better and a minimum 2.50 GPA prior to beginning classes in the bridge option.

GENERAL EDUCATION REQUIREMENTS

Number	Course	Credits
	Advisement/Orientation (if new to CF)	
BSC 2085*	Human Anatomy and Physiology I	3
BSC2085L	Human Anatomy and Physiology I Lab	1
BSC 2086	Human Anatomy and Physiology II	3
BSC 2086L	Human Anatomy and Physiology II Lab	1
MCB 2010	Microbiology	3
MCB 2010L	Microbiology Lab	1
HUN 1201	Human Nutrition	3
MAC 1105**	College Algebra or	
STA 2023	Statistics	3
PSY 2012	General Psychology	3
SYG 2000	Introduction to Sociology	3
ENC 1101	Freshman Composition Skills I	3
DEP 2004	Human Growth and Development	3

BRIDGE COURSES

<u>(Semester I, Summer C, 12 weeks)</u>		
NUR XXXC	Bridge Clinical Concepts	7
NUR 1520C	Behavioral Concepts in Nursing	2

Semester II (Fall)

NUR 2243C	Clinical Concepts III	4
NUR 2440C	Developmental Concepts	3
NUR 2010	Professional Issues in Nursing	2
SYG 2000	Introduction to Sociology	3

Semester III (Spring)

NUR 2244C	Clinical Concepts IV	7
NUR 2811C	Capstone Clinical	2
HUM 1020 or ***	Introduction to Humanities <i>or</i>	3
ARH 1000	Art Appreciation <i>or</i>	
LIT 1000	Introduction to Literature <i>or</i>	
MUL 1010	Music Appreciation <i>or</i>	
PHI 2010	Introduction to Philosophy <i>or</i>	
THE 1000	Introduction to the Theatre	

\* BSC2085 has a prerequisite (see course description in CF Catalog for choices to meet this requirement.) Competency at the prerequisite level may be demonstrated through the ANAT test offered at CF Testing Center. The prerequisite does not count toward the nursing program.

\*\*College Algebra has a prerequisite of MAT1033 (Intermediate Algebra) depending upon placement test scores. If such course is required, it does not count toward the nursing program.

\*\*\* May be taken as a prerequisite

Students must also meet the CF requirement for computer competency. This competency is met by completing NUR2734C Nursing IV.

## MINIMUM CRITERIA FOR LPN TO ADN BRIDGE APPLICATION

Although CF has an open door policy, the nursing program is limited access. This means you must apply separately to the nursing Bridge option. The college and nursing program applications are different.

### 1. College Application

All applicants to the bridge option must submit the College of Central Florida application and be accepted to CF as a student in good standing. This process is completely online; see requirements at <https://mycf.cf.edu/ICS/Admissions/>.

- Designate **program code 1491**. If an applicant already has an A.A. or higher degree, use program code 9250.
- CF students who have not been enrolled for more than one year must submit a college Readmission Application before enrollment in any courses can be completed. There is no fee for a Readmission Application.
- Acceptance to the college does not guarantee acceptance to the nursing program.

### Bridge Option Application Process

In addition to the college entry process, the following are required for admission to the Bridge option.

### 2. Information Session

All applicants to the bridge option must complete this online information session. These sessions are specifically designed to provide in-depth information regarding the criteria and application process. It is best to complete an information session before beginning to take academic courses for the nursing program. **Applicant will validate completion of this information session at the end of the session.**

### 3. Prerequisite Courses

(a) At the time the bridge application is submitted, student **must have completed or be currently enrolled in the last of the** prerequisite courses required for the program (see [LPN-ADN Bridge](#) in CF catalog. **Student must have an overall college GPA of 2.0 and a 2.50 GPA for nursing curriculum courses.** For information on how to [calculate a GPA](#) visit the GPA online calculator at [CF.edu/go/gpacalc](http://CF.edu/go/gpacalc) or see the college catalog. Calculate the GPA for nursing required courses only. **Applicants must meet with a Health Sciences academic advisor (by appointment only; call Nancy Cintron at ext. 1433 or Boisy Waiters at ext. 1586) within 60 days prior to submitting the program application to make sure the applicant meets the academic requirements for bridge.** A grade of less than a C received in any pre- or co-requisite course must be corrected with a C or higher and posted on their transcript, and retain a 2.50 GPA, before a student will qualify to apply to the program. Those who meet all other criteria but who are currently enrolled in the last of the prerequisite courses at the time they apply will have their applications fully processed after they complete the courses. **We will validate your nursing related courses and grades through the CF Registrar.**

If available, an applicant may take any pre- or co-requisite course on the Ocala, Citrus, or Levy campuses. Once admitted to the program, nursing classes may be on the Ocala or Citrus campus. Applicants currently enrolled in a pre- or co-requisite course at an institution other than CF must submit a copy of the fee bill (attached to the application). Applicants are responsible for requesting that up-to-date transcripts be sent to CF as soon as the course is completed. Clinical experiences are in Citrus, Marion, and Levy counties.

**(b) Course Limitations.** The three sciences (Human Anatomy and Physiology I, Human Anatomy and Physiology II, and Microbiology) must be fewer than seven years old at the time of beginning the first bridge nursing course. All other general educational courses have no time limitation.

For the science courses, if an applicant's course will be more than seven years old when beginning Bridge Nursing, the applicant has options:

- (1) retake the course(s) or
- (2) pass an appropriate exam administered by the CF Science Department. If the applicant chooses to take the exam, the applicant must make arrangements for the exam in the Science Department.

**Note: If choosing to retake a course, the applicant must see a Health Sciences advisor for registration.**

#### 4. Testing

##### College Placement Testing

Please go to website [https://mycf.cf.edu/ICS/Admissions/Placement\\_Test\\_Requirements.jnz](https://mycf.cf.edu/ICS/Admissions/Placement_Test_Requirements.jnz) for information on college placement testing.

##### Nursing Admissions Test

ADN program applicants are required to take two exams as part of the application process. One exam is the **Psychological Services Bureau – RN School Aptitude (PSB-RN)** and the other is a critical thinking exam, **Health Sciences Reasoning Test – Numeracy (HSRT-N)**. There is no minimum score required for either of these exams. The exams are valid only for the current admission period.

For validation purposes, the exam must be taken at the CF Testing Center. No calculators may be used during the exams.

Applicants must pay for each exam at the Cashiers Office in the Bryant Student Union and show receipt at the Testing Center before sitting for the exam (PSB-RN exam \$27; HSRT-N Critical Thinking exam \$25).

Applicants must contact the Testing Center in the Bryant Student Union, 352-854-2322, ext. 1564, to schedule a date to take the exams. **COPIES OF THE MOST RECENT EXAMS TAKEN MUST BE ATTACHED TO THE APPLICATION.**

#### 5. Academic Advisement

After completing the online information session if you have further questions you may schedule an appointment with a Health Sciences advisor. Call 352-854-2322, ext. 1433 or 1586, to schedule. All transcripts of previous work must be on file in CF's Office of Admissions and Records and transcript evaluation should be completed by the Admission Office before making an advisor appointment.

**Applicants must meet with a Health Sciences academic advisor (by appointment only; call Nancy Cintron at ext. 1433 or Boisy Waiters at ext. 1586) within 60 days prior to submitting the program application to make sure the applicant meets the academic requirements for bridge. At the time of the pre-application meeting with the advisor, the student will be given a copy of the Pre-application ADN Advising Record signed by the advisor. This student copy is TO BE ATTACHED TO THE APPLICATION.\* This record assures the student's academic readiness to apply. Included in this record is a review of educational requirements, substitutions, verification of PSB-RN and HSRT-N testing requirements, and the point system.**

\* The student will be given a copy of his or her degree audit. A copy of the degree audit must also be attached to the application.

#### 6. Current unencumbered Florida LPN License

#### 7. Current CPR card

Two-person rescue; adult, infant/child. The program accepts only the American Heart Association Basic Life Support for the Health Care Provider card, the Red Cross Professional Rescuer card, or the American Safety and Health Institute CPR Pro card.

### **INDIVIDUALS WITH A CRIMINAL HISTORY MAY NOT BE ELIGIBLE FOR ADMISSION TO HEALTH SCIENCES PROGRAMS**



## ADDITIONAL INFORMATION RELATED TO ADMISSION TESTING

### Health Sciences Reasoning Test – Numeracy (HSRT-N)

(38 questions, 55 minutes to complete)

SECTION	Total time allotted	Number of questions	Time to answer each question
Verbal	60 min	60	1 min
Mathematics	60 min	40	1.5 min
Science	60 min	60	1 min

**As the demand for quantitative reasoning skills in health science disciplines increases, the measurement of these skills becomes more important.** The HSRT- N, an augmented version of the respected HSRT, reports scores on numeracy as well as high stakes reasoning and decision-making processes.

**Strong quantitative reasoning skills are essential in clinical practices.** Every day doctors, nurses, pharmacists, dentists and other health care professionals must use mathematical reasoning to meet the needs of patients. Students and professionals must be able to understand and apply the complex numerical relationships represented in lab results, medical charts and dosage tables. Lives depend on it.

**Numeracy** is the ability to solve quantitative reasoning problems and to make well-reasoned judgments derived from quantitative information in a variety of contexts. More than being able to compute or calculate a solution to a mathematical equation, numeracy includes understanding how quantitative information is gathered, represented, and correctly interpreted using graphs, charts, tables and diagrams. Strong thinking and numeracy skills are vital components of clinical reasoning.

Like the HSRT, the HSRT-N **does not require specialized knowledge**; items are placed in clinical and professional practice contexts and supply the necessary content for applying critical thinking and quantitative reasoning skills. In addition to numeracy skills, the HSRT-N reports scores on analysis, interpretation, inference, evaluation, explanation, induction, deduction and overall reasoning skills.

**The HSRT-N enables institutions of higher learning to objectively measure students’ quantitative reasoning skills and students’ critical thinking skills online with a single instrument.**

### Psychological Services Bureau – RN School Aptitude (PSB-RN) Test:

(160 questions, 3 hours to complete)

Part I	Vocabulary, Arithmetic, and Form Relationships
Part II	Spelling Test
Part III	Reading Comprehension
Part IV	Natural Sciences (Chemistry, Biology, Health, etc.)
Part V	Vocational Adjustment Index

Additional information related to the PSB-RN is located at <http://www.mo-media.com/psb/>

**NOTE:** CF does not endorse or recommend the study guide to complete the PSB-RN exam, but we want to make you aware that it exists in case you feel you need it. IF you choose to use it, you should order it from a source of your choice. The CF Bookstore does not carry this book.



## **BRIDGE APPLICATION PERIOD**

**In 2017 applications for the ADN Bridge option will be accepted in the Nursing Office, Ocala Campus, Building 19, Room 111, during the following period:**

Feb. 6 through Feb. 22 during business hours 8 a.m. to 4:30 p.m.

All applications received in the Nursing Office during this time period will be given equal consideration. Date and time of application submission are NOT criteria for acceptance in the program.

## **Selection of Candidates**

The selection process will be completed by an admission committee. Each application will be reviewed to ensure that the applicant meets minimum admission criteria and again to calculate points for admission. Applicants who meet minimum criteria will have points calculated and be placed in order by points (highest to lowest). Applicants with the most points will be selected for the class until the class is full. If there is a “tie” for the last place(s) in the class (two or more students with the same number of points) the student(s) will be selected based on the highest GPA for nursing. If applicants have the same GPA, a student will be randomly drawn.

## **Notification of Applicants**

Applicants will be notified by mail of acceptance status. Applicants should notify the Nursing Office, Building 19, Room 111, of any change of address. Applicants not admitted must reapply to be considered for the next admission. Those accepted will be required to attend a program orientation. Information about this and other program requirements will be communicated by mail.

## WHEN ADMITTED TO THE BRIDGE OPTION

Once admitted to the Bridge option student will receive information about completing the following steps.

### 1. Return the Acceptance Form

Return the form indicating acceptance or refusal of admission to the program to the Nursing Office **by the date specified** in the acceptance letter.

### 2. Complete a Criminal Background Check

CF Health Sciences Division must initiate background checks on its students. This check should be conducted after receiving a conditional acceptance letter. The fingerprinting must be completed at CF and instructions for initiating the check will be included in the applicant's acceptance letter. The receipt given by CF after the fingerprinting is completed must be submitted to the nursing office with the acceptance form.

Any person wishing to apply to the ADN program that has been arrested or convicted of any offense other than a minor traffic violation should refer to the Florida Statutes, Chapter 456 and Chapter 464 regarding licensure as a registered nurse. **Individuals with a criminal history may not be eligible for admission to Health Sciences programs.** If a negative indicator is shown, the student will receive written communication and will be given the opportunity to appeal the issues in the background check. The appeal will go before a committee that will determine eligibility for acceptance to the program. However, even if the appeal is granted, there is no guarantee that the Florida Board of Nursing will approve a student to sit for the NCLEX-TRN examination that allows an academically successful nursing student to be licensed as an RN.

### 3. Attend the Nursing Orientation

Students will receive information regarding the date, time, and exact location of the orientation.

### 4. Submit a Physical Examination Form, Current Immunization Form and Personal History Form

- Students must be physically and emotionally healthy to administer safe nursing care.
- Forms are available in Room 111, Building 19.
- Physical examination forms are valid for ONE YEAR from the date of the health care provider's signature.
- Physical examination forms may be completed by an advanced registered nurse practitioner, physician's assistant or licensed physician (MD or DO). Certificates may not be signed by a chiropractic physician.
- Students enrolled in the first semester of the nursing program must submit all the forms by the designated time indicated in their letter (this includes immunizations and TB testing).
- Students enrolled in all other nursing courses must submit a new, completed physical examination form and any new immunizations and TB testing prior to expiration of the current form on file.
- A completed physical form and negative TB immunization or clear chest X-Ray is required for attendance in all agency clinical sessions. Other immunizations or declination form must be on file in the nursing office. Students are responsible for submitting their forms annually so that they do not miss clinical sessions. Any missed clinical session is considered a clinical absence.
- Substance screening is required for all nursing students. Details will be available after acceptance.

## REQUIREMENTS FOR HEALTH SCIENCES STUDENTS

Health Sciences program applicants should possess sufficient physical, intellectual, emotional and interpersonal skills to provide for safe and effective patient care. Examples of performance requirements are listed below.

### Physical Abilities

Applicants must have sufficient, gross and fine motor skills to:

- Move from room to room and walk in hallways
- Maneuver in small spaces
- Lift patients as needed (a minimum of 125 lbs. for EMS programs and a minimum of 50 lbs. for all other health sciences programs)
- Grip, reach above shoulder level, bend at the knee, squat, stoop and crawl
- Sit or stand for prolonged periods of time
- Perform CPR
- Perform safe and effective care
- Provide healthcare intervention
- Manipulate small objects dexterously

Applicants must have sufficient tactile, auditory and visual abilities to:

- Perform physical assessment necessary in healthcare
- Auscultate blood pressure, heart and bowel sounds
- Hear alarms and call bells on units
- Converse with patients and staff on phone and in person

### Intellectual Abilities

- Critical thinking sufficient for clinical judgment
- Critical thinking sufficient for clinical judgment
- Prioritize and make rapid decisions under pressure

### Emotional abilities

- Cope with a high level of stress
- Cope with anger, fear, hostility or confrontation in a calm manner
- Concentrate
- Be flexible and self-directed
- Demonstrate a high degree of patience
- Work with families/individuals stressed by the condition of patient
- Work with other healthcare providers in stressful situations in a professional manner

### Interpersonal abilities

- Communicate clearly and correctly in writing and verbally
- Abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural and intellectual backgrounds

## 5. Liability Insurance

All nursing students are required to carry professional liability insurance. The insurance carrier is retained by the college. A payment will be included in student's tuition and fees. This insurance is **ONLY** in effect for persons while in class or clinical as part of a CF Health Sciences program and does **NOT** cover any outside employment activities.

**ESTIMATED COST OF THE LPN-ADN BRIDGE OPTION**

The following is a list of program costs including both required and optional materials, books, and equipment. Costs are estimated, and may or may not be covered by financial aid. Individual students may opt to purchase additional supplies and items such as rolling tote bags, ink cartridges, etc.

<b>Tuition</b>	<b>Total</b>
Florida Resident (minimum of one year) \$ 107.10 per credit hour	\$ 6,426.00
Non-resident \$421.88 per credit hour	\$25,312.80

**Summer Semester Expenses**

College application fee	30.00
Uniforms	150.00
Patch and rocker set (for 2 uniforms and 1 lab coat) at \$8 per set	24.00
Nursing texts	1,600.00
Criminal background check	55.00
Substance screening	25.00
Physical Examination	50.00
HSRT-N	25.00
PSB-RN	27.00
Immunizations (if needed - varies)	400.00
CPR card	60.00
Required equipment	155.00
Miscellaneous supplies and equipment (scissors, watch, DVD-R, etc.)	100.00
Skills Lab Kit and Professional Liability Insurance (included with tuition,fees)	177.50
NSNA Membership (1 year) recommended	<u>30.00</u>
<b>Subtotal</b>	<b><u>\$ 2,853.50+</u></b>

**Fall Semester Expenses:**

<b>Miscellaneous Supplies</b>	<u>30.00</u>
<b>Subtotal</b>	<b><u>30.00</u></b>

**Spring Semester Expenses**

CF graduation Application (no charge, but MUST apply)	----
Miscellaneous expenses	30.00
Nursing pin	120.00
Graduation photo	30.00
Licensing and NCLEX-RN application	400.00
NCLEX-RN review course (optional)	350.00
Achievement test	55.00
<b>Subtotal</b>	<b><u>\$985.00</u></b>

**TOTAL      \$3,868.50**

	<b>Resident</b>	<b>Non-Resident</b>
<b>Tuition</b>	<b>\$ 6,426.00</b>	<b>\$25,312.80</b>
<b>Expenses</b>	<b><u>3,868.50</u></b>	<b><u>\$ 3,868.50</u></b>
<b><u>Approximate Total Program Cost</u></b>	<b><u>\$10,294.50</u></b>	<b><u>\$29,181.30</u></b>

## LPN-ADN BRIDGE OPTION APPLICANT CHECKLIST

When ready to submit the application, be sure to have:

- Completed admission (or readmission if not enrolled at CF in past year) requirements for general admission to College of Central Florida. <https://mycf.cf.edu/ICS/Admissions/>  
(Use code 1491 to designate program of study. If an applicant has an A.A. or higher, use code 9250.)
- Completed this mandatory bridge option information session packet (online).
- Taken the PSB-RN and HSRT-N tests and attached copies of the most recent scores.
- Completed or be currently enrolled in the prerequisite course required and have a minimum 2.50 GPA. All-college-level GPA must be 2.0 or higher.
- Met with a Health Sciences academic advisor to be sure you meet the academic requirements for bridge; attach to this application a copy of the Pre-application ADN Advising Record, signed by the advisor and a copy of your degree audit.**
- Ensured general education courses meet the course limitation (age of course) requirement.
- Attached to application all documentation for awarding of points for admission (see worksheet)
- Attached a copy of your current Florida LPN license and CPR card.
- Made copies of application and attachments for your personal records.

SUBMIT COMPLETED APPLICATION (no fee required) AND REQUIRED ATTACHMENTS TO THE CF NURSING OFFICE, OCALA CAMPUS, BUILDING 19. Submit only those materials requested with the nursing application. Other data are not considered. Once submitted, the application **WILL NOT** be returned.

**YOUR APPLICATION WILL BE PROCESSED ONLY WHEN ALL THE ABOVE REQUIREMENTS ARE MET. KEEP A COPY OF EVERYTHING YOU SUBMIT FOR YOUR USE.**

### **TO BE COMPLETED AFTER YOU HAVE RECEIVED A LETTER OF CONDITIONAL ACCEPTANCE**

- Return to the Nursing Office the form indicating if you accept or decline your admission by the date specified in your acceptance letter.

### **TO BE COMPLETED BEFORE BEGINNING BRIDGE CLASSES**

- Initiate the Criminal Background Check. Turn in the fingerprinting receipt to the Nursing Office with your acknowledgement of acceptance form.
- Attend the mandatory in-person Nursing Orientation.
- Submit completed physical examination form, personal history form, TB test and immunization record by date stated in the acceptance letter.
- Submit the results of a 9-panel drug screening.

### **GENERAL INFORMATION**

Admission to a CF nursing program does not ensure eligibility for state licensure.

- Consideration for transfer of a student(s) with previous admission(s) at any school of nursing will be based on an evaluation of a written petition made by the applicant to the Dean of Health Sciences. Acceptance will be considered based on program compatibility, space availability, and priority ranking.
- It is necessary that students have reliable transportation to the assigned hospitals and clinical facilities throughout Marion, Citrus, and Levy counties. Clinical rotations will begin early in the program.
- To progress in the nursing program, students must earn at least a C (75 percent) in each nursing class. To graduate, students must complete all program classes with at least a C in each class.

## QUICK REFERENCE

### Ocala Campus

3001 S.W. College Road  
Ocala, FL 34474-4415

Operator: 352-873-5800 or automated: 352-854-2322 (enter the extension)

### Health Sciences Division.....873-5817

Dean and Nursing Program Director.....Dr. Stephanie Cortes, Health Sciences (Building 19), ext. 1275

Academic Advisor..... Keith Collins, Bryant Student Union (Building 5) , ext. 1586

Academic Advisor.....Nancy Cintron, Bryant Student Union (Building 5), ext. 1433

### Other Important Numbers

CF Admissions and Records Office, Bryant Student Union, ext. 5801

CF Financial Aid Office, Bryant Student Union, ext. 5801

CF Testing Center, Bryant Student Union, ext. 1564

CF Bookstore, Building 36, 352-861-4412

**CF offers a variety of support services for registered students. Most of these are listed on the CF website [www.CF.edu](http://www.CF.edu) and in the catalog. If you need assistance and do not know what services are available, contact a Health Sciences advisor, a faculty member, or the dean of Health Sciences.**

### Services include, but are not limited to:

- Child Care
- Learning Resources
- Writing Center
- E-Learning
- Access Services
- Career Center
- Food Services
- Student Activities
- Student Assistance Program (counseling)
- Early Alert (academic assistance)
- Financial Aid
- Dreamkeepers

**Information and procedures contained here are subject to change without notice. If it has been several months since you completed an information session, it is in your best interest to review the information once again to learn about any changes.**

*The content of this document is informational only and not intended to be contractual in nature.*

### IMPORTANT

We need to know you have completed this Online Information Session.

Go to <http://www.cf.edu/explore/programs/health/info-sessions/acknowledgement-lpn-to-adn>.

Make sure that you provide name, etc., and click the Submit button to we know you have completed this first step. You may submit questions on this page.