



ASSOCIATE DEGREE NURSING PROGRAMS
GENERAL PROCEDURES FOR
TRANSFER STUDENTS

Students transferring from other nursing programs must complete at least 25 percent of the degree credit hours at College of Central Florida and attend CF the semester of graduation. Applicants must satisfy general admission requirements as well as completing the following procedures.

1. Applicants for transfer must have applied to CF and paid the \$30 application fee.
2. Applicants for transfer who have completed nursing courses at another institution must submit their official high school and college transcripts to CF's Admission Office.
3. Applicants for transfer need to schedule an appointment with the Health Sciences academic advisor to verify completion of nursing-related prerequisite courses.
4. Applicants for transfer must submit a catalog or syllabus with **detailed** course descriptions to the Nursing Office. The proper committee will determine if the courses are compatible with CF's nursing program courses. Applicant must meet with one of the nursing instructors to review the syllabi and course description of completed nursing curriculum to determine placement in the program.
5. Applicants for transfer must provide a letter from the dean of their prior nursing school stating that they left in good standing and would be readmitted at that institution if the applicant reapplied. The letter must be the original on school letterhead.
6. Applicants for transfer must provide a copy of a nursing admissions test with adequate scores taken within one year of anticipated admission.

If the above items are accomplished, the following procedures are required in progressive order.

7. Take a comprehensive entrance test for nursing and pass with 75 percent on the first attempt.
8. Take a dosage calculation test and pass with 75 percent on the first attempt.
9. Complete a satisfactory demonstration of nursing skills.

Completion of the above items does not guarantee entrance into the CF Nursing program. Entrance is based upon space available. CF students applying for reentry have priority for space availability. Priority is first given to previous CF nursing students returning to the program.

If space is available, the transfer applicant would need to provide the following to the Nursing office before he or she could be seated.

10. An up-to-date physical examination performed by an MD or ARNP.
11. An up-to-date immunization record.
12. A copy of a current CPR card (American Heart Association BLS for Health Care Provider is the only card accepted by the program).
13. Undergo a criminal background check at CF.
14. Undergo a 10-panel drug screen.

Any person with a history of a felony offense may not be eligible for admittance to a CF Health Sciences program.

For further admission information contact:

College of Central Florida

Health Sciences, Nursing, Building 19

3001 S.W. College Road

Ocala, FL 34474-4415

352-854-2322, ext. 1574

Faculty Contact: Jane Hoesterey, 352-854-2322, ext. 1678, hoesterj@cf.edu