



Associate in Science Degree Nursing

Nursing Program Information and Application Package

**Fall 2018/Spring 2019
Summer 2018 Advanced Standing (LPN only)**

**AUGSBURG
COLLEGE**

MCTC Mission, Vision, and Values

Minneapolis Community and Technical College provides access to the transformative power of education in a diverse and dynamic downtown environment.

We see a college that provides access to excellence and pathways to opportunity.

Student-centered: anchor all decisions, programs and services around student needs

Inclusion: create a climate that empowers, supports and invites participation in the college and the community

Community: build an interdependent community allied with our external partners

Excellence: work daily to create an outstanding environment for learning and success

Integrity: be guided by honesty, fairness, and compassion in all our dealings

Nursing Program Mission

The Associate Degree in Professional Nursing Program (NPRO) provides educational opportunities for diverse learners to acquire the necessary knowledge, skills, values and competencies for safe nursing practice. The program is designed to provide excellent nursing education to improve the health and wellness of our multicultural community. The program offers a collegiate nursing curriculum that promotes continuance of education at a 4-year institution and lifelong learning. Graduates will receive the Associate of Science Degree in Nursing and are eligible to sit for the National Council Licensure Examination for Registered Nurses (NCLEX- RN).

MCTC and Augsburg College Partnership

A partnership between MCTC and Augsburg College gives nursing students the opportunity to complete a Bachelor of Science in Nursing (BSN) in only three years. The degree completion allows the student to complete an Associate of Science (AS) in Nursing Degree in four consecutive semesters at MCTC. Four terms are then completed at Augsburg College leading to a Bachelor of Science in Nursing (BSN) in three years. This partnership allows for shared commitment in advancing nursing education in diverse student populations. During their study at Augsburg, students will experience first-hand community health nursing in diverse settings such as Augsburg Central Health Commons in downtown Minneapolis and at the Augsburg Health Commons in the Cedar-Riverside neighborhood.

Criteria for Application to the MCTC and Augsburg College Nursing Partnership

1- APPLY FOR GENERAL ADMISSION TO MCTC.

- a. A current general application must be on file. Students who have not previously attended MCTC as a credit based student, should apply online at www.minneapolis.edu/applynow and pay the \$20 application fee.
- b. If you applied two or more years ago, verify that your student file is up-to-date with Student Services in the MCTC Technical Building, Room 2200 (T.2200).

2- OFFICIAL TRANSCRIPT SUBMISSION.

- a. Applicants who have attended another college or university outside the Minnesota State Colleges and Universities (formerly called MnSCU, now Minnesota State) System must provide a separate official transcript. For a list of Minnesota State (previously MnSCU) system institutions, visit www.mnscu.edu.
- b. Official transcripts must be provided in one of two ways at least **one month** before the application due date.
 - i. Electronically: Request electronic transmission of official transcripts be sent to MCTC Records.Office@minneapolis.edu.
 - ii. U.S. Mail: Request official transcripts in a sealed envelope from all colleges and universities you have attended (except MCTC and MnSCU) be mailed to: MCTC Registrar's Office T.2200, 1501 Hennepin Avenue, Minneapolis, MN 55403
- c. Official college and university transcripts are processed in the order received, and are evaluated 4-6 weeks after you have submitted a general application and have paid the application fee.
- d. It is highly recommended that students verify course equivalencies through www.transferology.com before applying for nursing, or refer to your Degree Audit Report in your student eService account.
- e. Academic Advisors are not responsible for verifying transfer of credit. Official transcripts must be evaluated and verified by the MCTC Registrar Office.

3- ACHIEVE 70% OR HIGHER ON THE MOST CURRENT ASSESSMENT TECHNOLOGIES INSTITUTE (ATI) STANDARDIZED TEST OF ESSENTIAL ACADEMIC SKILLS (ATI TEAS).

- a. The ATI TEAS exam must be taken within one year of nursing application deadline with an achieved score of 70% or higher. Any application received with a score of less than 70% is ineligible for application, and will not be reviewed.
 - i. ATI TEAS one (1) year of application deadline:
 1. For February 1 deadline: January 1, 2017 through January 31, 2018.
 2. For June 1 deadline: May 1, 2017 through May 31, 2018.
 - ii. For a list of dates, times, locations, and more information, visit www.atitesting.com/Solutions/PreNursingSchool/TEAS.aspx.

- b. If your exam was taken at a location other than MCTC, you must submit your ATI TEAS transcript (score report) through ATI to Minneapolis Community and Technical College. To order your **TEAS Transcript**, visit www.atitesting.com/ati_store.

4- MEET READING REQUIREMENT.

- ❑ **ACCUPLACER TEST**, achieve a score of **78 or higher** in **Reading Comprehension** within two years of application deadline, **OR**
- ❑ **ACCUPLACER EXEMPTION**, applicant has earned a four (4) year college/university degree with a GPA of 2.5 or better, **or** completed ENGL 1110 or higher at MCTC or an exact transfer equivalent with a letter grade of “B” or better (grade of “P” (pass) is not acceptable).

5- MEET MATH REQUIREMENT.

- ❑ **ACCUPLACER TEST**, achieve a score of **76 or higher** in **Elementary Algebra** within two years of application deadline, **OR**
- ❑ **ACCUPLACER EXEMPTION**, applicant has completed MATH 0070 (Introductory Algebra) or higher at MCTC or an exact transfer equivalent, with a letter grade of “C” or better (grade of “P” (pass) is not acceptable).

6- MEET SCIENCE REQUIREMENT.**

Must have completed MCTC science course, BIOL 2224 (Anatomy with lab), or exact transfer equivalent within two (2) years of application deadline with letter grade of “B” or better on the first attempt (grades of “P” (pass) is not acceptable). *Taking BIOL 2224 (Anatomy with lab) more than one (1) attempt to achieve a “B” or better grade will be considered.*

- ❑ **BIOL 2224** (Anatomy with lab)
 - **Note:** Anatomy & Physiology (A&P) course sequence: If you are taking A&P one (I) and A&P two (II), BOTH sciences must be successfully completed at an accredited college/university to determine transferability.
 - **Note:** Completion of A&P one (I) is NOT an exact transfer equivalent without completion of A&P two (II) at the same school.
 - **Note:** If an A&P course is “In Progress” during nursing application review, the course will not be considered.

7- CLEAR CRIMINAL BACKGROUND CHECK.

If admitted to the nursing program, you will be required to submit a background study authorization from the Department of Human Services. This submission will be completed during your assigned nursing orientation.

- a. Students must have a **clear** criminal background check with no set-asides or disqualified convictions before starting the nursing program, and must maintain clearance throughout the nursing program.
- b. For more information about the background study process and disqualified crimes, visit <http://mn.gov/dhs/general-public/background-studies/index.jsp>

8- **ADVANCED STANDING (LPN) PRACTICAL NURSING LICENSE ADDITIONAL REQUIREMENT.**

Advanced standing (current LPN) applicants are admitted during summer term only, and join the second semester courses, NPRO 1100 and NPRO 1150, in the Fall semester, and to apply must provide:

- a. Current and unencumbered (no restrictions) practical nursing license (LPN), and include a copy of licensure with expiration date (this will be a printout from the Minnesota Board of Nursing website).
- b. Successful completion of BIOL 2224 (Anatomy with lab) or exact transfer equivalent within two (2) years of application deadline with letter grade of “B” or better (grade of “P” (pass) is not acceptable).
- c. Transcript verifying graduation from an approved practical nursing program offered by an accredited post-secondary institution.
 - i. Transcript must indicate grades of straight “C” or higher in all practical nursing courses in the first attempt. Withdrawal (W) or grades of D or F in any practical nursing course will result in the applicant being ineligible (not eligible) to apply (*must be documented on college transcript*).

Timelines for Application and Notification of Admission Status

Applications and all required supporting documents must be submitted prior to any application deadline. Applications, transcripts, and TEAS exam results must be submitted in one packet by the close of business on the deadline date.

Nursing Admissions does not accept faxed nursing applications or documentation. Send your completed nursing application packet to: Nursing Admissions T.2500, Minneapolis Community & Technical College, 1501 Hennepin Avenue, Minneapolis, MN 55403. You may drop off the complete nursing application packet in person during business hours in Admissions & Advising Office in T.2500.

1. Application deadlines:
 - a. **Fall semester start: application deadline is February 1.** Mailed applications must be postmarked on or before February 1. No exceptions will be made for deadlines that occur on a weekend or holiday. Applicants will be notified via e-mail of admission status in March.
 - b. **Spring semester start: application deadline is June 1.** Mailed applications must be postmarked on or before June 1. No exceptions will be made for deadlines that occur on a weekend or holiday. Applicants will be notified via e-mail of admission status in July.
 - c. **Summer semester start- Advanced Standing (LPN) Only: application is February 1.** Mailed applications must be postmarked on or before February 1. No exceptions will be made for deadlines that occur on a weekend or holiday. Applicants will be notified of admission status via e-mail in March.
2. Application is valid for one admission cycle.
 - a. If an applicant is denied admission and/or declines offer of admission, a new application must be submitted and all requirements met for the next desired admission cycle.

- b. If applicant declines offer of admission, there is no deferment of admission to the next admission cycle.

Application Review Process

All minimum admission requirements MUST be met; then applicants are reviewed utilizing the following criteria:

1. ATI TEAS overall score.
 - a. Number of attempts for ATI TEAS to achieve 70% or better.
2. SCIENCE requirement grade for BIOL 2224 (Anatomy with lab).
 - a. Number of attempts for BIOL 2224 (Anatomy with lab) to achieve “B” or higher.
3. Current nursing assistant and/or have completed Nursing Assistant/Home Health Aide (NAHA 1819).
4. Completion of pre-nursing program coursework at MCTC.
5. History of unprofessional interactions with college faculty, staff, and/or advisors.
 - a. Due to the high level of professionalism required in the nursing profession, students are expected to maintain professional behavior when interacting with college faculty, staff, and/or advisors.
6. Previous acceptance into MCTC’s nursing program.
 - a. Previous acceptance, with decline of acceptance, to MCTC’s nursing program.
 - b. Previous acceptance to MCTC’s nursing program, and dropping nursing course during add/drop period.
 - c. Previous enrollment in MCTC’s nursing program resulting in withdrawal, exit, and/or failing grade.

Process for Dual Admission

1. Students who receive confirmation of acceptance to the program will be required to return the following prior to a deadline specified in the acceptance letter:
 - a. Acceptance Form acknowledging acceptance of a seat in the NPRO program.
 - b. \$100 Deposit to hold seat in the program for the specified admission cycle.
2. When admitted to the NPRO Program at MCTC, students are dually admitted to Augsburg College, and are provisionally admitted to Augsburg’s Bachelor of Science in Nursing (BSN) Completion Program.
 - a. Continuing at Augsburg College after completion of four semesters at MCTC, students must meet the academic performance criteria of both institutions, in order to continue to the baccalaureate degree.
3. The baccalaureate degree completion allows the student to:
 - a. Earn an Associate of Science degree in nursing after successful completion of the four semesters of the NPRO program at MCTC
 - b. Be eligible to apply and take the National Council Licensure Exam (NCLEX-RN) to become a registered nurse (RN).
 - c. Continue in the Augsburg BSN-completion program if criteria is met, including, but not limited to, a 2.5 grade-point average (GPA) during the MCTC Nursing Program.

Students who wish to obtain a baccalaureate degree in nursing from another institution should inquire about entry requirements at the institutions for which they seek admission. A statewide Nursing Articulation Agreement grants junior standing into participating baccalaureate nursing education programs to all AS graduates of approved programs who hold a cumulative GPA of 2.5 or higher. See <https://www.minnesota.edu/articulation/> for additional information on the Minnesota State (formerly MnSCU) Statewide Nursing Agreement.

MCTC NPRO AS Curriculum

Semester One (15 credits)		
Course #	Course Title	Credits
NPRO 1000 or NPRO 1010	Introduction to Health Concepts Nursing Transitions (for LPNs 5 cr + 3 cr)	8
ENGL 1110	College English I	3
BIOL 2224	Anatomy	4
Total		15

Semester Two (18 credits)		
Course #	Course Title	Credits
NPRO 1100	Wellness-Illness Concepts Across the Lifespan	7
NPRO 1150	Concepts of Health Assessment	3
PSYC 2240	Lifespan Development	4
BIOL 2225	Physiology	4
Total		18

Semester Three (17 credits)		
Course #	Course Title	Credits
NPRO 2000	Complex Health Concepts	8
BIOL 2235	Microbiology	4
BIOL 2226	Pathophysiology	2
	<i>Elective 1</i>	3
Total		17

Semester Four (14 credits)		
Course #	Course Title	Credits
NPRO 2100	Synthesis of Health Concepts	8
	<i>Elective 2</i>	3
	<i>Elective 3</i>	3
Total		14

**All NPRO courses are consecutive, and must be taken in the designated semester.

****Required General Education** courses may be taken earlier, but not later, than the identified semester/term.

**AS in Nursing is 64 credits: 34 NPRO course credits plus 30 general education credits.

**This curriculum plan is SUBJECT TO CHANGE, and enrolled students would be notified of change(s).



MCTC Nursing Program Application

Completion of this application provides the information necessary to be considered for full admission to the Minneapolis Community and Technical College Nursing Program. This Nursing Application is not a substitute for the MCTC General Application Form. *For questions about the MCTC Nursing Program Application, please contact your MCTC advisor.*

Application deadline is **February 1** for consideration for admission to fall cohort of that year or summer cohort (LPNs only) and **June 1** for consideration for admission to the spring cohort of the following year.

- All requirements for application must be completed and submitted by the application deadline.
- Incomplete applications will not be reviewed.

I am applying for program admission to begin the following semester (indicate only ONE): <i>Fall & Summer are February 1, 2018 deadline</i> <i>Spring is June 1, 2018 deadline</i>	<input type="checkbox"/> Fall 2018 <input type="checkbox"/> Summer 2018 Advanced Standing (LPN only) <input type="checkbox"/> Spring 2019
Last name: _____ First name: _____ MI: _____ Previous names used: _____ MCTC Student ID # or Star ID (required): _____ Street Address: _____ Apartment: _____ City: _____ State: _____ Zip: _____ MCTC e-mail address or other preferred email: _____ Home Ph #: (____) _____ Cell Ph #: (____) _____	
<u>LPN applicants only</u> Minnesota license number and expiration:	License number: Expiration: Educational institution:
<u>Nursing Assistant Completion (if applicable)</u> I have completed a 5 credit Nursing Assistant/Home Health Aide Certificate (NAHA 1819) and/or I am a Certified Nursing Assistant (CNA)	Certificate Number:

<p>PREVIOUS MCTC NURSING PROGRAM INTERACTION</p> <p>I have previously been accepted, and declined acceptance to MCTC's nursing program, OR I have previously been accepted into MCTC's nursing program, began, and dropped the nursing course during the college's add/drop period, OR I have previously enrolled in MCTC's nursing program resulting in withdrawal, exit, and/or failing grade.</p>	<p><input type="checkbox"/> NO</p> <p><input type="checkbox"/> YES</p> <p><u>If YES:</u></p> <p><input type="checkbox"/> I have previously been accepted, and declined acceptance to MCTC's nursing program.</p> <p><input type="checkbox"/> I have previously been accepted into MCTC's nursing program, began, and dropped the nursing course during the college's add/drop period.</p> <p><input type="checkbox"/> I have previously enrolled in MCTC's nursing program resulting in withdrawal, exit, and/or failing grade.</p>
READING REQUIREMENT (answer one applicable box)	
<p>ACCUPLACER Reading Comprehension test score. (Must be 78 or higher and taken within two years of application).</p>	<p>Score:</p> <p>Date of test:</p>
<p>Earned a college/university degree with a minimum GPA of 2.5.</p>	<p>College/University:</p> <p>Degree earned:</p> <p>GPA:</p>
<p>Completed <u>ENGL 1110</u> at MCTC or an exact transfer equivalent with a letter grade of "B" or better.</p>	<p>MCTC ENGL 1110 Grade:</p> <p>Exact transfer equivalent-course name:</p> <p>Equivalent from which school:</p> <p>Grade:</p>
MATH REQUIREMENT (answer one applicable box)	
<p>ACCUPLACER Elementary Algebra test score. (Must be 76 or higher and taken within two years of application).</p>	<p>Score:</p> <p>Date of test:</p>
<p>Completed <u>MATH 0070</u> at MCTC, or higher level math at MCTC, or an exact transfer equivalent, with a letter grade of "C" or better.</p>	<p>MCTC MATH 0070 Grade:</p> <p>MCTC higher level math course and grade:</p> <p>Exact transfer equivalent-course name:</p> <p>Equivalent from which school:</p> <p>Grade:</p>
SCIENCE REQUIREMENT	
<p>Completed <u>BIOL 2224</u> (Anatomy with lab) at MCTC, or exact transfer equivalent within 2 years with a grade of "B" or better.</p>	<p>MCTC BIOL 2224 Grade:</p> <p>Exact transfer equivalent-course name:</p> <p>Equivalent from which school:</p> <p>Grade:</p>

ASSESSMENT TECHNOLOGIES INSTITUTE (ATI)	
STANDARDIZED TEST OF ESSENTIAL ACADEMIC SKILLS (ATI TEAS) REQUIREMENT (answer box)	
The ATI TEAS exam must be taken within one year of nursing application deadline with an achieved score of 70% or higher.	Date exam taken: Test location: Overall score %:
APPLICATION FOR GENERAL ADMISSION TO MCTC REQUIREMENT (answer box)	
I have completed the general admission application to MCTC and paid the \$20 application fee.	<input type="checkbox"/> YES
OFFICIAL TRANSCRIPT SUBMISSION (list all institutions and last term attended if applicable)	
Applicants who have attended a college or university outside the Minnesota State Colleges and Universities (formerly called MnSCU, now Minnesota State) System must provide a separate official transcript. <u>Official transcripts</u> must be provided in one of two ways at least one month before application due date. Electronically: Records.Office@minneapolis.edu U.S. Mail: MCTC Registrar's Office T.2200, 1501 Hennepin Avenue, Minneapolis, MN 55403	
Below list ALL institutions attended and last term attended:	
Institution name: Last term attended:	
Institution name: Last term attended:	
Institution name: Last term attended:	
Institution name: Last term attended:	
ALL APPLICANTS: COMPLETE THE FOLLOWING BOXES	
I understand that it is my responsibility to MAINTAIN CURRENT CONTACT INFORMATION on file with Student Services T.2200. Failure to do so may result in delay or failed delivery of pertinent information relevant to my nursing program application.	Initial Here:
I understand that if I have a Financial Hold or Academic Suspension or Disciplinary Suspension at any college/university, I must resolve this matter before applying for admission to the nursing program.	Initial Here:
I understand that if admitted I must submit a background study authorization and must have a CLEAR CRIMINAL BACKGROUND CHECK to be allowed to participate in the nursing program.	Initial Here:
I understand that if I am accepted into the program, I must complete and return the Acceptance Form and the \$100 Deposit by the deadline as specified in the acceptance letter, or I will forfeit my admission.	Initial Here:
I hereby certify that the information provided on this application form and in all other admission application materials is complete, accurate, and true to the best of my knowledge. I understand that misrepresentation of applicant information is sufficient grounds for denying or canceling admission. I have read and understand the nursing program information, admission requirements, and the application procedures as outlined.	
I understand that the nursing program is a selective admission program and that admission is highly competitive. I understand that even if I meet the minimum admission requirements to the program this only guarantees that I will be	

considered for admission to the program. I also understand that there may be more qualified applicants than available space in the program. I understand that even if I meet or exceed the minimum admission requirements to be placed into the candidate pool for admission consideration, I am not guaranteed admission to the program.

Information Release

I authorize Minneapolis Community and Technical College and Augsburg College to exchange information as part of the dual admission program. I understand this release includes but is not limited to my application for admission, academic records and financial records at both institutions. The above information will be released with my full consent. I understand that the information that will be released is classified as private under the Minnesota Data Practices Act, Chapter 13 and/or the federal Family Education Rights and Privacy Act. I understand that by signing this informed consent form that I am authorizing Minneapolis Community & Technical College and Augsburg College to exchange information which would otherwise be private and not accessible to Augsburg. I understand that this authorization remains in effect from today through my graduation or my withdrawal from Minneapolis Community & Technical College. It will be necessary to send a written letter to revoke this authorization.

SIGNATURE REQUIRED: _____ Date: _____

The Nursing program at MCTC is approved by the Minnesota Board of Nursing and is accredited by the Accrediting Commission for Education in Nursing (ACEN, <http://www.acenursing.org>), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326.

MCTC will not discriminate against any person because of race, color, creed, religion, national origin, gender, disability, age, marital status, sexual orientation, or status with regard to public assistance or membership in a local commission. MCTC is an equal opportunity educator and employer.

This document can be made available in alternative formats to individuals with disabilities by calling Accessibility Resources Center at 612-659-6116 (voice) or through Minnesota Relay Service at 1-800-627-3529.

1501 Hennepin Avenue | Minneapolis | MN | 55403 | 612-659-6200 | www.minneapolis.edu
MCTC is an equal opportunity educator and employer | Member of the Minnesota State Colleges and Universities system