

EASTERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE

316 Eastern Drive
Moorefield, WV 26836
(304) 434-8000
www.easternwv.edu

APPLICATION FOR ADMISSION TO THE NURSING PROGRAM TO BECOME A REGISTERED NURSE, ASSOCIATE OF APPLIED SCIENCE

GRADUATING Class of 2020
Program begins Fall 2018

APPLICATION DEADLINE:
Thursday, February 1, 2018 at 4:30 P.M.

- Please read application thoroughly and return:**
- Checklist which includes the Statement of Understanding, page 2
 - Application, page 3
 - Score Sheet, page 4
 - **Incomplete applications will be disqualified**

EWVCTC Checklist for Nursing Application – 2018

Name: _____ SS# or Student #: _____ Date: _____

This checklist is provided as a summary sheet in the application process. Please mark each item below as Yes, No or N/A (non-applicable). **The completed checklist MUST be returned with your completed application.**

1. Applied for admission to Eastern West Virginia Community and Technical College (EWVCTC) by the application deadline of Thursday, February 1, 2018 at 4:30 p.m.
2. Read and understand the **Statement of Understanding**, the application and the score sheet. I agree to comply with these statements. Yes No
3. Submitted an **official** copy of transcript(s) from **ALL** colleges and universities attended to Eastern's admission office. Official college transcripts must be mailed directly from previous college(s) to **Eastern WV Community & Technical College, 316 Eastern Drive, Moorefield, WV 26836**. (Transcripts issued to students are not official.)
Yes No N/A Please list the attended institutions: _____

4. *Attached a copy of your ACT score to the application. Yes No N/A
*Must be within the past five years.
5. Attached a copy of **current** certifications, licenses and/or degrees, if applicable, to the application.
Yes No N/A
6. Attached a **detailed** explanation, if applicable, of any action taken against certification/licensure at any time.
Yes No N/A
7. Attached a **detailed** explanation and a **copy** of all related court copies, if ever convicted of a felony, misdemeanor, plead nolo contendere, or have pending action to any crime, had records expunged or been pardoned, or any court related cases (include speeding and parking tickets if three or more have been received in the last two years).
Yes No N/A
8. Attached a letter of explanation and a copy of the treatment/record or discharge summary printed on the facility's letterhead, if applicable, pertaining to any treatment for drug abuse. Yes No N/A
9. Attached a \$60 check or money order (made payable to EWVCTC – this exam fee is non-refundable) to register for the HESI Entrance Exam. The testing date is **Saturday, March 17, 2018 at 9 a.m. DO NOT SEND CASH.**
Please make note on a calendar of date and time of exam. Yes No N/A – Please select N/A if you have taken the HESI exam and your previous scores are included in the application packet.
10. I am aware participating in a Nursing course may expose me to infectious diseases along with blood and body fluids. I understand that my immunizations must be up-to-date according to the CDC guidelines. I must receive an Influenza vaccine each fall and a PPD **prior to starting the clinical rotations and then yearly.** Yes No
11. Completed and attached the Selection Score Sheet. Yes No

Signature _____ Date _____

2018 NURSING ASSOCIATE IN APPLIED SCIENCE PROGRAM
Application Deadline: Thursday, February 1, 2018 at 4:30 p.m.

Name _____
Last First Middle Maiden

Address _____
Street or Box City State Zip Code

Phone _____
Home Work Mobile

SS # OR Eastern Student # _____ E-mail _____

1. Do you currently or have you ever held Licenses or Certifications in an Allied Health field? Yes No
A copy of a **CURRENT** License/Certification **MUST** be attached to this application.

2. Have you had any action taken against your License or Certification or has it been suspended or revoked?
Yes No N/A – If “yes” a detailed explanation (computer generated or typed, written by you explaining the event, action taken, and current status) **MUST** be attached to this application.

3. Have you **EVER** been convicted of a felony or misdemeanor or pled *nolo contendere* to any crime, had records expunged or been pardoned **OR** have pending court cases? (List parking and speeding tickets only if you have received three [3] or more in the last two [2] years.) Yes No

If “Yes” a detailed explanation (computer generated or typed, written by you explaining the event, action taken, current status, and lessons learned) and court documents **MUST** be attached to this application.

4. Have you **EVER or are you** currently abusing prescription or over-the-counter medication? Yes No

5. Have you **EVER or are you** currently using illegal drugs? Yes No

6. Have you **EVER been treated or are you currently receiving treatment** for prescription, over-the-counter or illegal drug abuse? Yes No

7. Have you taken classes at a college or university, other than Eastern? Yes No

If yes, an official copy of transcript(s) **MUST have been received by Eastern prior to the application deadline.** Official college transcripts must be mailed directly from previous college(s) to **Eastern WV Community & Technical College, 316 Eastern Drive, Moorefield, WV 26836.** (Transcripts issued to students are not official.)

8. **I understand incomplete applications will be disqualified.** Yes No

If the answer to any question, numbers 4 through 6 is “Yes” you **must** attach a letter of explanation and a copy of the treatment/record or discharge summary, printed on the facility’s letterhead, to this application. **The HESI A2 exam will be administered on Saturday, March, 17, 2018 at 9:00 a.m. at EWVCTC along with a 3 question essay. If submitting previous scores, please arrange with faculty to take the optional essay questions by 3/8/2017.**

I verify and hereby affirm I have read and understood this application, score sheet, and Statement of Understanding. _____

Signature of Applicant / Date

APPLICATION SCORE SHEET

Please complete this worksheet and return it with your application. In order to assist you in completing this form, please refer to the instructions which may be found on the following pages.

Name _____ SS# or Student number _____

All applicants MUST be eligible to enter college level English and Math by the application deadline.

Section I: HESI Cumulative Score (To be filled in by the Selection committee) Total _____
 Minimum Score of 75.

Essay score – Maximum score of 3 points-optional Total _____

Section II: Enhanced ACT Score. Please write in your Composite Score: Score: _____ Total _____

Maximum Points 30 (See score sheet instructions for possible points)

Section III: College courses completed prior to the application deadline. Total _____

Maximum Points 15 — Grades for students repeating any of the courses will NOT be considered for points, this includes previous withdrawals. Only the original (first) grade is considered for points. Only an A or B in the courses below will be awarded points.

Course		
English Composition I	A = 2	B = 1
English Composition II	A = 2	B = 1
Human Anatomy and Physiology I (lecture)	A = 3	B = 2
Human Anatomy and Physiology II (lecture)	A = 3	B = 2
Nutrition	A = 2	B = 1
Lifespan Psychology, Gen Psych or Psych Human Development	A = 2	B = 1
Medical Terminology	A = 1	B = 0

Section IV: Certification/License, Active Military Duty, Reserves, National Guard, U.S. Military Discharge, College Associate Degree, Bachelor's or Master's Degree. **You may select only one category from the chart for points (See chart below for points available)** Maximum Points 15 Total _____

Type	Institution	Completion Date	Copy of Certification, License, Transcript, Honorable Discharge, DD214, Verification Active Military, Degree attached?
			Yes <input type="checkbox"/> No <input type="checkbox"/>

Points are given as follows:

Certification/License/Degree/Military	Points
Allied health certification (Certification MUST be current and from nationally recognized organization): CNA, EMT-B, EKG, Phlebotomy	3
EMT-P, active Military duty, Reserves, National Guard, Honorable discharge from US Military verified with DD214	5
LPN License (Must be current and unencumbered)	10
Allied Health Care Certificate from EWVCTC Only	5
Bachelor's Degree or higher (Any field/major awarded from any college or university)	15
Associate Degree in any field from an accredited facility	10
High School GPA of 3.75 or above if graduated within last three years	5

GRAND TOTAL _____

Please make a copy and keep for your records all information provided to the Nursing Program.

Regardless of scores, an incomplete application will automatically be disqualified.

Mail or Hand Deliver Completed Application to:
Eastern West Virginia Community and Technical College
Nursing Program Administrator
316 Eastern Drive
Moorefield, WV 26836
Phone: 304-434-8000

APPLICATION SCORE SHEET INSTRUCTIONS 2018

The Nursing Program Score Sheet on Page 4 must be completely filled out by the applicant with the exception of the HESI and Essay score. Those will be verified and added by the selection committee. Please return pages 2-4 and supporting documents by **Thursday, February 1, 2018 at 4:30 p.m.** It is advised that the applicant makes a copy of the score sheet and keep for future reference. Points will be verified by the selection committee.

Applicants **MUST** be eligible to enter college level English **and** Math by the application deadline, **Thursday, February 1, 2018 at 4:30 p.m.** According to college policy, students may not enroll in a Mathematics or English course which is designed to be applied toward a certificate or associate degree unless the minimum score prescribed is earned on at least one of the following tests:

English

1. Enhanced ACT - a score of 18 or above on the English section.
2. ACCUPLACER - a score of 88 or above on the Sentence Skills test.

Reading

1. Enhanced ACT - a score of 17 or above on the Reading section.
2. ACCUPLACER - a score of 79 or above on the Reading Comprehension test.

Mathematics

1. Enhanced ACT - a score of 19 or above on the Mathematics section.
2. ACCUPLACER - a score of 85 or above on the Arithmetic test **and** a score of 84 or above on the Elementary Algebra test.

Applicants not achieving the appropriate test scores **MUST** complete: ENL 99, ENL 100 or RDG 100 or the Equivalent and MTH 099, MTH 103 or the equivalent, by the application deadline on Thursday, **February 1, 2018 at 4:30 p.m.**

***If an applicant has successfully completed English 101 AND a college level math course, the applicant does not have to submit ACT scores or take the Accuplacer. If you are unsure, please contact an advisor at EWVCTC.**

Section I: All applicants are required to take the HESI A2 admission test. The Cumulative Score is used for selection. Applicants for the Nursing program are **REQUIRED** to have a cumulative score of 75 or better to qualify. If the applicant **DOES NOT** meet the minimum cumulative score, their application **will not** be considered for selection. A cumulative score of 75 or above **DOES NOT** guarantee an admission to the program. The score is added to the Application Score Sheet once the selection committee receives the scores from HESI. The applicants with the top total score will be offered an admission but it will be contingent upon passing a health physical, background check and drug screening. There is no interview process so do not call the program director asking for an interview or to request special consideration. Letters of recommendation **are not** required and if letters are submitted they **will not** be used in the selection process. The admission process is based upon the point system on page 4.

The HESI exam will be administered on **Saturday, March 17, 2018 at 9:00 a.m.** and is a computerized test which includes Reading, math and critical thinking. Cost (\$60) is the responsibility of the applicant and a **check or money order** (please DO NOT send cash) payable to EWVCTC **must** be attached to the application. **The \$60 fee is non-refundable.** An applicant who has already achieved a successful score on the HESI within the past three years does not need to repeat the test BUT must ensure that an official score is available for the program director. The exam may be taken once a semester for a maximum of three times but will only be offered once by EWVCTC.

There will also be a three question essay given on the day of the HESI. If the applicant already has a HESI score, the applicant needs to contact the nursing faculty to make arrangements to answer the three essay questions prior to 3/8/2017.

The HESI Admission Assessment Exam Review, 4th Edition published by HESI is the recommended review book for the HESI exam; ISBN: 9780323353786

The Review Guide may be purchased on-line.

Section II: Points are given if the applicant has an Enhanced ACT composite score of 21 or better. Applicants are not required to have an Enhanced ACT score, but will receive points for a score of 21 or more. Points given for Enhanced ACT composite score are as follows:

Enhanced ACT	Score Points
21	10
22	15
23	20
24	25
25+	30

Section III: Points are given if the applicant has completed English Composition I, English Composition II, Human Anatomy and Physiology I, Human Anatomy and Physiology II, Lifespan Psychology or General Psychology; and Nutrition if the final grade was a “B” or higher on the first attempt. Human Development in a Psychology section from an accredited college may be substituted. Points are awarded if the applicant had an “A” in Medical Terminology. An applicant is not required to take these courses prior to admission but the admission score will be higher if an applicant successfully completed any of the courses with an “A” or “B” as stated above. **Grades for repeated courses will not be considered for points or if there was a previous withdrawal from the course.** Only the original (first) grade is considered for points. Grades of C, D, F, or W are not awarded points. All applicants **MUST** have an overall GPA of 2.5 in all college courses in order to qualify. If the college GPA is not considered, the high school GPA must be 2.5 or above.

Section IV: Points are given if the applicant has a current certificate (Allied Health, EKG, EMT, Phlebotomy) or license (LPN), proof of Active Military Duty, Reserves, National Guard, US Military Discharge (must have DD214 or a copy of the military license) and/or transcript for college credit and degrees such as Associate, Bachelor or Master degrees. Points are given for college work only if the college/university is regionally accredited. **Documentation MUST be attached to the application in order to receive points, and all certifications and licenses**

must be current. Applicants will be given points for only one category. The Grand Total of points is used for selection into the Nursing Program. The selection score sheet is reviewed by the Nursing Selections Committee and the points are verified before being awarded.

All score sheets will be revised by the Selections Committee if the information is not correct or cannot be verified. If applicants have questions about the scoring, it is their responsibility to schedule an appointment with the Nursing Administrator to discuss scores **prior to the application deadline of Thursday, February 1, 2018 at 4:30 p.m.**

Application for admission to the Nursing Associate in Applied Science program **AND** all supporting documentation must be submitted by the application deadline, **Thursday, February 1, 2018 at 4:30 p.m.** Please note this score sheet is not subject to review after the application deadline. **Incomplete applications will be automatically disqualified.**

**EASTERN WEST VIRGINIA COMMUNITY AND TECHNICAL COLLEGE
ASSOCIATE IN APPLIED SCIENCE
NURSING PROGRAMS
STATEMENT OF UNDERSTANDING**

1. I understand that if I have never had classes at Eastern before, I must submit an application to the college for admission by **Thursday, February 1, 2018 at 4:30 p.m.**
2. I understand I must meet the admission requirements listed in the current college catalog for admittance into the Nursing Program. However, meeting requirements for admission to Eastern **DOES NOT** guarantee admission into the nursing program.
3. I understand that I must be a high school graduate or have an equivalent (GED US/TASC Test). I understand the official high school transcript OR GED US/TASC results must be included in the application.
4. I understand that if I have had classes at colleges or universities other than Eastern, I must submit an **official** transcript to Eastern's Admission Office prior to the Thursday, February 1, **2018 at 4:30 p.m. deadline.** ACT scores, if applicable, **MUST** be attached to this application. I also understand that it is my responsibility to see my advisor to ensure that records are accurate and available. I understand I must have an overall **GPA of 2.5 or higher** in all college courses in order to qualify for admission. If the college GPA is not considered, the high school GPA must be 2.5 or above.
5. I understand the HESI Entrance Exam will be given on **Saturday, March 17, 2018 at 9:00 a.m.** The cost (\$60) is the responsibility of the applicant and a **check or money order** (payable to EWVCTC) in the amount of \$60 (**DO NOT SEND CASH**) must be attached to the application. The **\$60 fee is non-refundable.** Applicants who have already achieved a successful score on the HESI A2 in the previous 3 years do not have to repeat the exam but must ensure that official documentation of the score is available for the program director by March 17, 2018. Applicants to the Nursing program are **required** to have a cumulative score of 75 or higher. If

the applicant **DOES NOT** achieve the minimum cumulative score, the application will not be considered for selection.

6. I understand that in order to be considered for the Nursing program, I **MUST** be eligible to enter college level **English, Reading** and **Math** courses by the application deadline of Thursday, February 1, 2018 at 4:40 PM.

7. I understand that travel is required throughout the Nursing program and all arrangements and expenses are my responsibility. Travel may include parts of West Virginia and/or neighboring states.

8. I understand that I must receive the Influenza vaccine each year in order to go to clinical rotations unless there is a personal history of Guillian-Barre or anaphylactic reaction to a previous flu vaccine. These must be documented by a physician, nurse practitioner or physician assistant. Failure to get the vaccine will result in the inability to fulfill the clinical requirements and therefore, lead to failure of the nursing courses with clinical components. I must take a PPD each year. Other mandated vaccines include but are not limited to Hepatitis B (3), MMR (2), Varicella (2), Tdap (1). A titer to prove immunity must be obtained for Hepatitis B. The local health departments may administer the vaccines and may be able to obtain the titer. The cost of the vaccines and titers are my responsibility.

9. I understand I must be able to physically, emotionally and maturely provide nursing care to clients. The Core Performance Standards are used to assist each student in determining whether accommodations or modifications are required. The standards provide an objective measure upon which a student and the nursing program director base informed decisions regarding whether the student is “qualified” to meet requirements. If an applicant believes that he or she cannot meet one or more of the standards without accommodations or modifications, the institution will determine whether or not the necessary accommodations or modifications can be made reasonably, on an individual basis.

Any requirement an instructor demonstrates as essential to any directly related licensing requirements or to a program of instruction pursued by a student with a disability cannot be altered. For more information, please contact the Student Services Specialist at 304-434-8000.

Issue Standard: Some Examples of Necessary Activities (not all inclusive)

Critical Thinking

- Critical thinking ability sufficient for clinical judgment
- Identify cause-effect relationships in clinical situations, develop nursing care plans
- Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds
- Establish rapport with patients/clients and colleagues

Communication

- Communication abilities sufficient for interaction with others in verbal and written form
- Explain treatment procedures, initiate health teaching, document and interpret actions and patient/client responses. **MUST BE PROFICIENT IN THE ENGLISH LANGUAGE.**

Mobility

- Physical abilities sufficient to move from room to room and maneuver in small places
- Move around in patient’s room, work space and treatment area
- Administer cardiopulmonary procedures

Motor Skills

- Gross and fine motor abilities sufficient to provide safe and effective care
- Calibrate and use equipment
- Position patients/clients

Hearing

- Auditory ability sufficient to monitor and assess health needs
- Observe patient/client responses, audible alarms

Visual

- Visual ability sufficient for observation and assessment
- Observe patient/client responses, computer and/or instrument screens

Tactile

- Tactile ability sufficient for physical assessment
- Perform palpation, functions of physical examination and/or those related to therapeutic intervention, e.g., insertion of a catheter

10. I understand it is my responsibility once I am admitted to the Nursing program to see that a complete, accurate physical exam form, (to be supplied by the Nursing Program), appropriate laboratory studies and a copy of a current American Heart Association Healthcare Provider CPR card is provided.

11. I understand once I am admitted to the Nursing program I must sign an “Authorization to Release Information Statement” for the Nursing Program. This authorization includes, but is not limited to, release of any medical records or records relating to my physical, mental or emotional condition and any treatment rendered to me; any medical or hospital bills relating to my treatment; school transcripts or other records relating to my attendance at any school; employment information, including personnel and wage information; military or government service records; and any records of the West Virginia Worker’s Compensation Fund or equivalent, Social Security Administration, Veteran’s Administration, West Virginia Department of Human Services, Department of Labor, and/or any felony or misdemeanor charges against me. Agencies which may require the information includes but not limited to clinical facilities and Boards of Nursing in states where the graduate plans to become licensed.

12. I understand criminal background checks, drug screenings or other investigative activities are required. All costs of such background checks, drug screenings and investigative activities shall be the responsibility of the applicant.

13. I understand upon review of my application I may be denied admission to the Nursing program if I have been convicted of a felony or misdemeanor (other than a parking ticket). I also understand a criminal background check will be required at my expense. I am aware that if I fail to disclose any felony, misdemeanor, or plea of nolo contendere, any criminal record, or any pending court case, it will result in my immediate disqualification from the application process, and, if admitted, immediate dismissal from the Nursing program. I further understand I must

submit any information regarding any criminal record with the application to the Nursing program and that this information will be evaluated to determine admission to the program.

14. I am aware that I may or may not be allowed to take the appropriate licensure/certification exam if I have been convicted of a felony or misdemeanor. Final determination is the responsibility of the licensing, certifying or regulatory agency.

15. I understand a drug screen is required and may be requested at any time. Failure to comply with a drug screen or a positive or diluted drug screen will result in immediate dismissal from the program. I further understand any future applications to the Eastern Nursing program may not be accepted. A positive drug screen (including a drug detoxification medication such as an opiate or narcotic) during the program will be cause for immediate dismissal from the program or prevent me from being admitted into the program. The nursing faculty or the clinical facilities have the right to test a student at any time.

16. I understand that if I have ever received, or am currently receiving, treatment for drug dependency, I must submit a copy of the treatment/record discharge summary, printed on the facility's letterhead, with the application.

17. I understand once I am admitted to the Nursing program it is my responsibility to read and adhere to all policies and procedures of Eastern West Virginia Community and Technical College's Catalog/Handbook and the Nursing Program Student Handbook. All new applicants and students re-applying to the program or repeating a program course will adhere to the current program student handbook for that course/year. The handbook is subject to change with notification.

18. I understand it is my responsibility that once I am admitted to the Nursing program I must finish within a specified period of time of the admission date. Failure to successfully complete the program within such specified time will result in dismissal. Any request for re-admission would be subject to new student admission requirements for that academic year and would require all program specific courses be repeated regardless of the previous grade.

19. I am aware that during any clinical rotation I may be assigned to day, evening, night and/or weekend shifts.

20. I fully understand that any cheating, misrepresentation, dishonesty, deceit, falsification or omission of information WILL result in immediate dismissal from the Nursing Program.

21. I understand applications are not held over from year to year and if I am not admitted I must re-apply.

22. I understand that letters of recommendation ARE NOT required and, if letters are submitted, WILL NOT be used in the selection process.

23. I understand that upon completion of the Nursing program I MUST attend the college pinning ceremony and the graduation ceremony.

24. I must abide by Section 30-7-11 of the West Virginia Code and Legislative Rules for Registered Professional Nurses. Failure to abide by these rules may result in suspension or dismissal from the Nursing Program.

25. I understand I must abide by Section 19-1-12, Subsection 12.4, of the West Virginia Code and Legislative Rules for Registered Professional Nurses which states:

“Students shall adhere to the standards of professional conduct as stated in 19CSR10, Standards for Professional Nursing Practice, and are subject to disciplinary action by the board as stated in 19CSR9, Disciplinary Action.”

(A WV Code Book for Registered Nurses is on reserve in the Nursing Resource Room and online at <http://www.wvrnboard.com>.)

26. I understand that failure to provide any of the above information will disqualify my application to the Nursing program.

27. I understand that the admission process is based upon a scoring system which includes the HESI A2 test, previous college courses, ACT, other degrees or certificates and/or previous military experience with honorable discharge. I understand I must be at college level math and reading.

28. I understand that I must be proficient in English.

29. I understand that the admission is contingent upon passing a background test, a drug screening and a physical. Current use of a drug addiction detoxification medication such as an opiate or narcotic will prevent admission to the program.

If any of the above statements are not fully understood, it is my responsibility to request clarification from the Nursing Administrator.

It is the policy of Eastern West Virginia Community and Technical College to maintain and promote equal employment and educational opportunities without regard to race, color, religion, or national origin, sex, age, handicap or other non-merit factors. Inquiries regarding compliance with Title VI, Title IX, Section 502, 503 or 504 should be directed to the Counselor, Eastern West Virginia Community and Technical College, Moorefield, WV 26836; Telephone – (304) 434-8000.

ACCREDITING AGENCIES FOR COLLEGE AND NURSING PROGRAMS

Eastern West Virginia Community and Technical College:

Higher Learning Commission of the North Central Association of Schools and Colleges

30 North LaSalle Street, Suite 2400

Chicago, IL 60602-2504

Phone: 312-263-0456/1-800-621-7440

Fax: 312-263-7462

www.ncahigherlearningcommission.org

Nursing: Full Approval

West Virginia Board of Examiners for Registered
Professional Nurses

101 Dee Drive

Charleston, WV 25311-1620

Phone: 304-558-3596

FAX: 304-558-3666

www.wvrnboard.com

Accreditation Commission for Education in Nursing (ACEN)

3343 Peachtree Road,

NE Suite 850

Atlanta, GA 30316

Phone: 404-975-5000

FAX: 304-975-5020

www.acenursing.org