

Trinity Washington University
School of Nursing and Health Professions
Nursing Program

Application Packet Checklist for Spring 2014

Please make an appointment to meet with your academic advisor to apply to the Nursing Program. The application packet will need to be completed with your advisor by **4:00 PM on Monday, September 23, 2013**. It is the applicant's responsibility to ensure that all required documents listed below are contained within the packet. The applicant should also include documentation of having passed the TEAS. Please make a copy of the completed packet for your records. Incomplete packets will **not** be processed.

Packets will be delivered to the front office of the Nursing Program by the academic advisor in a sealed envelope. Packets delivered by the applicant will not be accepted.

Important Dates:

Monday, September 23, 2013, 4:00 PM – Deadline for completing your application with your advisor

Wednesday-Friday, October 2-4, 2013 – Proctored essays

Thursday, October 24, 2013 – Welcome session for new nursing students

Monday, October 28, 2013 – First day of registration for Spring 2014 classes

Friday, January 10, 2014 – Deadline for submission of all clinical requirement documentation

Proctored Essay Requirement

In addition to your application, you will be required to compose an essay in a proctored setting here at Trinity Washington University. The dates and times are as follows:

| Date | Time | Room |
|----------------------------|----------------|-----------------|
| Wednesday, October 2, 2013 | 5:00-6:00 PM | To Be Announced |
| Thursday, October 3, 2013 | 5:00-6:00 PM | To Be Announced |
| Friday, October 4, 2013 | 10:00-11:00 AM | To Be Announced |
| Friday, October 4, 2013 | 2:00-3:00 PM | To Be Announced |

The Nursing Program will contact eligible applicants for the writing assessment once applications are processed. Please enter your top 3 choices (date with accompanying time) for taking the proctored essay. By October 1, 2013, eligible candidates will be notified via Trinity email of their scheduled date and time for the proctored essay.

Date

Time

1. _____

2. _____

3. _____

Advisors Please Check

- Completed and Signed Trinity Nursing Program Application
- Transcripts from all institutions where prerequisite and general education courses have been taken
- Official Report of TEAS Score Results
- Completed Academic Advising Checklist

Student – Name

Student – Signature

Date

Advisor – Name

Advisor – Signature

Date

**Trinity Washington University
School of Nursing and Health Professions
Nursing Program**

Application for Spring 2014

Student Information

| | | |
|-----------|------------|----------------|
| Last Name | First Name | Middle Initial |
|-----------|------------|----------------|

Street Address _____

| | | |
|------|-------|----------|
| City | State | Zip Code |
|------|-------|----------|

Telephone: (Home) _____ (Cell) _____

Personal Email Address: _____

Trinity Email Address: _____

Trinity Student ID # _____

Program Information

Program applying to:
_____ Pre-Licensure BSN Program

Expected semester of entry into the Nursing Program: _____

Have you previously applied to this nursing program? _____ (Yes or No)

If yes, when? _____ (Semester/Year)

Trinity Washington University
School of Nursing and Health Professions
Nursing Program

Acknowledgement Form

I understand that once accepted into the Trinity Washington University Nursing Program, I must meet specific expectations of Trinity's Nursing Program and the nursing profession. I understand that the following are requirements for students enrolled in the Nursing Program:

1. Read the Trinity Student Handbook and the Trinity Nursing Program Student Handbook posted on the Trinity webpages. I acknowledge that I will be held responsible for knowing, understanding, and complying with everything in these handbooks.
2. Purchase and wear as required the Trinity purple uniform (slacks and top) with short white lab jacket with Trinity patch, Trinity name pin, plain white leather shoes that enclose entire foot (no open heels or decorations), and plain watch with second hand. Wear the Trinity photo ID badge when on campus and off campus while participating in Nursing Program activities when required. Purchase a stethoscope.
3. Earn and maintain current CPR certification: American Heart Association Healthcare Provider. I understand that I am responsible for keeping this current and that I will not be allowed into the clinical setting without current CPR certification.
4. Immunizations and screenings must be confirmed by a licensed health care provider. I understand that clinical requirements which expire during a semester must be renewed before that semester, by the deadline given, unless an exception is made. I understand that I cannot continue in my clinical courses if any of my requirements have expired. I understand that I am responsible for keeping each clinical requirement up-to-date. I understand that I must retain copies of all documents for my own records. I must also provide copies of the original medical documents from my medical record for each of the following:
 - a) Negative PPD (TB skin test) test done within the past year:
 - I. PPD must be renewed every year.
 - II. Students who have tested positive for the TB skin test: must provide documentation of the original positive PPD reading, documentation of a negative TB serum antibody screen or obtain a negative chest x-ray every 2 years, and provide documentation of a negative TB symptom questionnaire each year.
 - b) Tetanus/Diphtheria, Pertussis vaccine: no older than 2005.
 - c) MMR (measles, mumps, rubella): completion of the 2 vaccine series, or positive MMR serum antibody levels.
 - d) Varicella (Chicken pox): completion of the two vaccine series, or positive Varicella antibody blood titer level.
 - e) Hepatitis B: documentation of completion of the three vaccine series, or a hepatitis B serum antibody titer level.
 - f) Influenza (flu) vaccination: documentation of vaccination annually.

- g) Polio vaccination: completion of the vaccine series, or positive Polio serum antibody titer.
 - h) Drug screen: only needs to be done once, upon entrance into the Nursing Program. Although, the hospital may perform an alcohol and drug screen on you at any time while you are in the clinical setting.
 - i) Annual physical exam: this must be documented on the Trinity Health and Immunization forms and sealed by your healthcare provider.
5. Criminal background check with fingerprinting – only needs to be done once, upon entrance into the Nursing Program. You will be asked to get another background check when you apply for your RN nursing license. Trinity requires you to complete this background check through www.certifiedbackground.com. Any arrests occurring after acceptance and during enrollment must be reported to the Director of the Nursing Program. Failure to promptly notify the Director may be grounds for dismissal from the program.
I understand that I will be required to take a certified drug test through www.certifiedbackground.com at my expense and that the results need to be in my student records. I understand that I may be denied access to clinical placement sites by the agencies based on the results of my drug test and/or background check.
 6. Proof of personal major health insurance coverage.
 7. I understand that the Nursing Program’s clinical requirements may change and I am expected to check my Trinity email messages daily throughout the whole year for programmatic updates.
 8. I understand that I will be **unable to register** for nursing **clinical and associated didactic courses** until all of the clinical requirements are submitted and approved by the Clinical Coordinator.
 9. I understand that I must have a cumulative GPA of at least 2.5 to be accepted into and remain as a student in the Nursing Program. If my GPA drops below a 2.5, I cannot register for courses to begin the Nursing Program and will need to reapply to the program after raising my GPA.
 10. I understand that I must earn a C or better in all nursing prerequisite courses in order to be admitted into the Nursing Program. If I earn less than a C in a prerequisite nursing course, I cannot begin taking courses in the Nursing Program and will need to repeat the course, earn a C or better, and reapply to the Nursing Program.
 11. I understand that I must participate in the Assessment Technology Institute (ATI) activities throughout the program. This includes, but is not limited to, ATI assignments, focused reviews, practice tests, and proctored tests. In certain courses, meeting a predetermined level on the ATI tests will be used to determine your ability pass a course.
 12. I understand the Nursing Program’s policy on grades for progression.

Grades for Progression:

BSN students must earn a minimum of C (78%) as a final course grade in all nursing (NURS) courses. A final grade below a C will result in failure of the course. Any grade involving a numerical fraction is NOT rounded up at the end of the semester in the final course grade.

A nursing student may not fail or withdraw from more than one nursing course. If a student fails or withdraws from a nursing course, the student may repeat the nursing course once. Students may repeat no more than one nursing course. Failing or withdrawing from a second nursing course will result in dismissal from the Nursing Program.

13. I understand nursing students are required to have a laptop computer to be used regularly in Nursing Program classes.

14. I understand that that I am responsible for additional costs beyond tuition associated with requirements of the Nursing Program that include but are not limited to items 1-13 listed above.

Note: Nursing classes, clinical days, and lab hours vary. As a result, your schedule may change each semester. Nursing classes and hospital clinicals are held during daytime hours, in the evening, as well as during the weekend (Saturday and Sunday), so you may have to adjust your work schedule. Due to hospital and community nursing clinical schedules, the Nursing Program cannot guarantee that you will be able to take all of your classes in the evenings and on weekends. It is recommended that you register for courses as early as possible in order to get into the nursing courses you would like to take. The Nursing Program is a year-round program with courses also offered in the summer.

I have read and understand the admission criteria for the Nursing Program at Trinity Washington University. I understand that it is my responsibility to meet all program and application criteria. I verify that all statements on this application are complete and true. I understand that falsification of any information may lead to disqualification or dismissal from the program.

Applicant Signature

Date