LPN to ADN Advanced Placement Option
Information and Application Packet 2017-2018

PROGRAM DESCRIPTION
Schoolcraft College offers an advanced placement option for Licensed Practical Nurses (LPNs) who are interested in becoming Registered Nurses (RNs) with an Associate of Applied Science (AAS) in nursing education. This is not a separate program but an advanced placement option within the Nursing Career Ladder Curriculum (NCLC).

- Following successful completion of the RN program requirements, students are eligible to apply for licensure as a Registered Nurse (RN).
- Students should meet with a Counselor or Academic Advisor to review general education courses that may be transferred toward the degree. Advanced placement occurs after pre admission requirements are met and as space is available.
- Applications are accepted on a continual basis for Fall Semester of each year and the number of placements varies per year.

The Nursing Career Ladder Curriculum (NCLC) is rigorous and challenging. It requires a high level of student commitment and mastery of content in many academic areas. Important information about the Nursing Career Ladder Curriculum:

- Nursing courses are offered during day/afternoon sessions at the Livonia campus. Second year courses are scheduled into four 7-week sessions.
- In addition to lecture and laboratory, clinical practice is required. Students must meet requirements as designated by the department, college, and clinical facilities. Clinical sessions are offered on day or afternoon shifts with potential weekends rotations. Courses typically include one day of theory and two days of clinical sessions. The clinical days may not be sequential days of the week and will vary based on clinical site availability. The nursing programs are approved by the Michigan Board of Nursing and have received additional national Accreditation Commission for Education in Nursing (ACEN). For more information on MI-Board of Nursing approval and licensure please contact:
  - LARA Department of Licensing and Regulatory Affairs
    Bureau of Health Care Services
    Board of Nursing
    611 West Ottawa Street
    P.O. Box 30670
    Lansing, MI 48909-8170
    517-335-0318
    bhcsinfo@michigan.gov
    www.michigan.gov/LARA
  - The nursing associate degree and practical programs are accredited by the Accreditation Commission for Education in Nursing (ACEN). For further information, please contact:
    Accreditation Commission for Education in Nursing (ACEN)
    3343 Peachtree Road NE, Suite 850
    Atlanta, GA 30326
    404-975-5000
    www.acen.org
    info@acenursing.org

APPLICATION REQUIREMENTS
The LPN to ADN Advanced Placement Option application is attached to the end of this packet. Please complete the application after reviewing and meeting the following requirements:

1. **LPN License**
   - Hold an active, unrestricted LPN license in the State of Michigan.

2. **LPN Work Experience**
   - Have current work experience as an LPN or recent graduate from a practical nurse program within the last two years.
   - Attach an updated copy of your resume (including job description and nursing activities) and pay stub indicating the number of hours worked. (If student does not want to attach pay stub, the Nursing Office will send for verification directly from the employer(s) utilizing the Release of Employment Information form.)

3. **Apply to Schoolcraft College**
   - Apply to Schoolcraft College on-line at www.schoolcraft.edu.

4. **Transcripts**
   - It is recommended you request official undergraduate transcripts from all colleges and universities previously attended. Transcripts must be sent directly from the issuing college or university to Schoolcraft College Records Office. To confirm that transcripts have been received, contact the Answer Center & Help Line at 734-462-4426.

5. **Advising/Counseling and Assessment**
   - The nursing program requires minimum assessment levels of course work in the areas of math, reading, and writing. Students should meet with an academic advisor or counselor to develop an academic plan. Students with prior college
level work or a degree may be exempt from general college placement testing. Students who have submitted ACT or SAT scores that are less than three years old to the Records Office may also be exempt from assessment testing. Contact the Academic Advising & Counseling Center at 734-462-4429 to make an appointment to discuss an academic plan and preparation for the TEAS (nursing entrance) exam.

Nursing students should possess and maintain the following to be able to adequately communicate, make decisions, manipulate equipment, perform procedures, and provide indirect or direct quality care for clients in a variety of healthcare settings:

1. Sufficient intellectual, psychological, and emotional capabilities
2. Sufficient capacity to concentrate for sustained periods of time
3. Sufficient communication skills
4. Sufficient visual acuity
5. Sufficient auditory perception
6. Sufficient gross and fine motor coordination
7. Sufficient physical abilities and strength required to push, pull, transfer or move objects/clients utilizing safe patient handling techniques; ability to lift 35 pounds
8. Sufficient physical stamina to remain standing for long periods of time

Students potentially needing accommodations may review further information at http://www.schoolcraft.edu/a-z-index/disability-support-services#.WBdRcclLXkY Students may also schedule an appointment with an Equal Access Counselor at 734-462-4421 regarding options to ensure equal access to programs and activities.

6. Admission Exam

(See ATTACHMENT A)

Achieve the required minimum scores on the ONLINE TEAS Exam (Test of Essential Academic Skills) within 2 (two) attempts. (Students are responsible for determining if the testing center is providing the online version of the exam prior to testing. Written exam results will not be accepted as all nursing courses utilize computerized testing throughout the program.) TEAS Online exam scores are accepted from other institutions. The highest score for each section will be accepted. Test scores are valid for 2 (two) years (from last attempt), unless the admission test requirement has changed.

Minimum TEAS Exam scores required are: **Composite: 60% (Adjusted Individual Total Score), 68% Reading, 60% English, 60% Math, 50% Science. Only the online TEAS Version V and the new online TEAS Exam scores will be accepted. The new TEAS Exam will be available after 9/1/2016 and the Version V will no longer be available for new attempts.**

Students may do the following to meet the required scores within 2 years (previously 5 year limit):

- Two (2) attempts with the online TEAS Exam version V within two (2) years
- One (1) attempt with the online TEAS Exam (version V) and one (1) attempt with the new TEAS Exam (version 6) within 2 years
- Two (2) attempts with the new online TEAS Exam (version 6) within two years

Students who have taken 2 attempts with the online Teas Exam (version 5) whose earliest attempt is now over 2 years old, may attempt the new online TEAS Exam (version 6) one time. Students may not take version 5 twice then take version 6 twice within two years.

Students should make every attempt to do well for all sections of the exam on each attempt and must take all sections of the exam for any attempt to be considered.

Students who may need academic testing accommodations should meet with a counselor from the Disability Support Services Office prior to taking the exams.

The Schoolcraft College Continuing Education and Professional Development Center has a preparation course available to assist with test success http://www.schoolcraft.edu/continuing-ed/cepd/cepd-course-details/CES-4296 and the ATI website also has study materials and practice exams available.

TEAS Exam attempts at Schoolcraft College are scheduled in advance and fees paid are non-transferrable if student needs to change dates (See page 6 for more information).

7. Anatomy & Physiology Prerequisite

Complete BIOL 236 **Human Anatomy & Physiology** with a grade of 3.0/B or better.

- or -

Complete BIOL 237

and

Complete BIOL 238 **Principles of Human Anatomy & Physiology** 1 with a grade of 3.0/B or better

**Principles of Human Anatomy & Physiology** 2 with a grade of 3.0/B or better

(Student should meet with an academic advisor/counselor to determine the biology courses recommended for students planning to pursue a BSN in the future. There are no expiration dates for acceptable BIOL courses.)

6. English Composition Prerequisite

Complete ENG 101 **English Composition** 1 with a grade of 2.0/C or better.
<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. Introductory Psychology Prerequisite</td>
<td>Complete PSYCH 201 Introductory Psychology with a grade of 2.0/C or better.</td>
</tr>
<tr>
<td>8. Math Prerequisite</td>
<td>Complete MATH 113 College Algebra with a grade of 2.0/C or better. (Mandatory requirement for students admitted to Fall 2018).</td>
</tr>
<tr>
<td>9. Cumulative GPA</td>
<td>Attain a cumulative grade point average of 2.5/C or better for all college level prerequisites and supportive courses.</td>
</tr>
<tr>
<td>10. Apply for Advanced Placement</td>
<td>Complete the student portion of the application and meet with an academic advisor/counselor to sign off on the application (see ATTACHMENT B). Submit the attached application to the Nursing Office. Applications are reviewed on a continual basis. All pre-requisites must be completed (with a grade entered) PRIOR to submission of application for the application to be considered for admission. Students who are accepted will receive a letter indicating acceptance and Fall start year. If all student spaces are full, students will be admitted to the next year’s Fall start cohort, and will also be eligible to move up to the current year (depending on application date), if other students defer or do not meet other requirement deadlines and admission is cancelled. Admission will be cancelled if students do not meet nursing department deadlines for other pre-admission requirements such as orientation and health requirements. Specific information on orientation and other requirements is usually sent in March of each year to those already accepted and/or as students are accepted after March. Students will be accepted up until August 1 of each academic year.</td>
</tr>
<tr>
<td>11. Other courses required for AAS degree</td>
<td>See the chart below for other general education/supportive courses required to fulfill requirements for the Associate of Applied Sciences in Nursing degree-HUM 106 and ENG 102 prior to graduation.</td>
</tr>
</tbody>
</table>
LPN to ADN Advanced Placement Option

SAMPLE COURSE SCHEDULE

PREREQUISITE COLLEGE LEVEL COURSES

(These PREREQUISITE courses must be completed prior to submitting an application for LPN to ADN Advanced Placement.)

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOLOGY 236 OR</td>
<td>BIOL 236 Anatomy &amp; Physiology OR</td>
<td>5 OR</td>
</tr>
<tr>
<td>BIOLOGY 237 AND</td>
<td>BIOL 237 Principles of Human Anatomy &amp; Physiology 1 AND</td>
<td>4 AND</td>
</tr>
<tr>
<td>BIOLOGY 238</td>
<td>BIOL 238 Principles of Human Anatomy &amp; Physiology 2</td>
<td>4</td>
</tr>
<tr>
<td>• Students who plan to transfer to a baccalaureate program should take the BIOL 237 &amp; 238 sequence.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGLISH 101</td>
<td>English Composition 1 (General Education Course)</td>
<td>3</td>
</tr>
<tr>
<td>PSYCHOLOGY 201</td>
<td>Introductory Psychology</td>
<td>4</td>
</tr>
<tr>
<td>MATH 113</td>
<td>Intermediate Algebra for College Students (General Education Course) as of Fall 2018</td>
<td>4</td>
</tr>
</tbody>
</table>

FALL SEMESTER

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 205 OR</td>
<td>Advanced Medical-Surgical Nursing OR</td>
<td>5</td>
</tr>
<tr>
<td>NURSING 248</td>
<td>Maternal-Child Nursing 2</td>
<td></td>
</tr>
<tr>
<td>NURSING 246</td>
<td>Mental Health Nursing</td>
<td>4</td>
</tr>
<tr>
<td>HUMANITIES 106*</td>
<td>Introduction to Art &amp; Music (General Education Course)</td>
<td>1</td>
</tr>
</tbody>
</table>

WINTER SEMESTER

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURSING 248 OR</td>
<td>Maternal-Child Nursing 2 OR</td>
<td>5</td>
</tr>
<tr>
<td>NURSING 205 OR</td>
<td>Advanced Medical-Surgical Nursing OR</td>
<td></td>
</tr>
<tr>
<td>NURSING 248</td>
<td>Maternal-Child Nursing 2</td>
<td></td>
</tr>
<tr>
<td>NURSING 250</td>
<td>Advanced Concepts in Registered Nursing</td>
<td>5</td>
</tr>
<tr>
<td>ENGLISH 102*</td>
<td>English Composition 2 (General Education Course)</td>
<td>3</td>
</tr>
</tbody>
</table>

This program schedule is subject to change based on Board of Nursing regulations, curricular changes, institutional policy, and program needs.

* The courses are supportive courses that must be completed before the end of Nursing 250 (last nursing course). It is suggested that students take the supportive courses prior to starting the nursing courses if time permits but work with a counselor/academic advisor to discuss plans that include financial aid credit requirements per semester.

Some of the required supportive courses are offered as Distance Learning courses through the Schoolcraft College Distance Learning Program. For specific questions, call 734-462-4532.

Schoolcraft College will also award college credits for CLEP (College Level Examination Program) tests for several of the courses i.e., English 101 and Psychology 201. For specific information regarding CLEP exam, please contact 734-462-4806.

COLLEGE SUCCESS COURSE

To provide students an opportunity to develop the skills necessary for the demanding field of nursing education, the College offers a nursing specific section of COLL 130 (Applied Learning Theory for Nursing Majors). This course provides instruction on reading efficiency and speed techniques, learning/study strategies, and critical thinking/test taking skills using nursing materials and concepts. Students can contact the Academic Advising & Counseling Center at 734-462-4429 for more information.

OTHER PROGRAM NOTES

• Nursing courses must be taken in sequence or assigned rotation. A minimum grade of 80% in each nursing course is required for progression to the next nursing course.
• Computer lab usage is required in this program. All nursing courses utilize computerized assignments and on-line testing.
• Estimated tuition and fees for the LPN to ADN Option are included on page 4.

ACCEPTANCE

• The order of acceptance of qualified applicants will be based on the date the College receives a valid application for advanced placement. An application is valid only if all of the requirements listed in this document have been met.
• In the event more than one qualified student applies on the same day for the last remaining spot, the applicant with the highest cumulative grade point average in the prerequisite courses will be selected.
• Students will be notified of any incomplete applications. Missing items must be submitted for the application to be valid.
• Students will receive application letter and any further required forms and procedures via US mail or email upon review of application. Students are responsible for notifying the nursing department at nursing@schoolcraft.edu if there are any address changes.
• The College expects to have spaces available for the LPN to ADN option; however, the number of spaces may vary each year. Once the current fall cohort is full, the applicant will receive a letter regarding potential admission to the current or following fall cohort based on space availability.

Revised 9/25/2017
MANDATORY REQUIREMENTS PRIOR TO PROGRAM FALL REGISTRATION by provided deadlines (Requirements subject to change.)

After acceptance, students will receive a packet of information in the mail or via email later regarding post admission requirements. The packet will contain specific deadline dates and further details for the following requirements:

1. Participate in a mandatory LPN to ADN Student Orientation session.
2. Demonstrate satisfactory performance on clinical skills during a Skills Review session.
3. Achieve 100% on a Medication Math Proficiency Exam (includes IV therapy calculations). Complete the medication dosage calculations packet prior to the orientation, as the first attempt will be at the orientation session.
4. Complete specified ATI computerized tests.
5. Personal Interview with the Nursing Resource Instructor to discuss educational goals, previous work experience, learning techniques/strategies, and recommendations for success in the program.
6. Complete all health/clinical placement requirements including a health questionnaire/physical exam, TB testing, immunization records, a negative urine drug screen on first attempt, and pass a criminal background check by nursing office deadline dates.
7. Complete an academic audit with an academic advisor/counselor and submit copy to the nursing office prior to registration for nursing courses.
8. Students who do not meet the Nursing Department requirements/deadlines will be canceled and will need to reapply.

An authorization permit to register for courses is only issued by the Nursing Office upon completion of any requirements as specified in correspondence. Students are emailed when petitions are entered.

PLEASE NOTE: Requirements for admission to the LPN to ADN Advanced Placement Option are subject to change at any time. If you have any questions or need updates on applicable changes, contact the Nursing Office at 734-462-4401 or nursing@schoolcraft.edu.

ESTIMATION OF TUITION AND FEES

<table>
<thead>
<tr>
<th>ESTIMATE OF TUITION AND FEES</th>
<th>Resident</th>
<th>Non-Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition (residents=$108/credit hour; non-residents=$157/credit hour)</td>
<td>$4,644.00</td>
<td>$6,751.00</td>
</tr>
<tr>
<td>Registration Fee ($43/semester)</td>
<td>$86.00</td>
<td>$86.00</td>
</tr>
<tr>
<td>Instructional Equipment Fee ($9/credit hour)</td>
<td>$387.00</td>
<td>$387.00</td>
</tr>
<tr>
<td>Service Fee ($7/credit hour)</td>
<td>$301.00</td>
<td>$301.00</td>
</tr>
<tr>
<td>Infrastructure Fee ($7/credit hour)</td>
<td>$301.00</td>
<td>$301.00</td>
</tr>
<tr>
<td>Course Fees</td>
<td>$2,090.00</td>
<td>$2,090.00</td>
</tr>
<tr>
<td>Additional Expenses (Approximate)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ATI Computerized Testing Package</td>
<td>$450.00</td>
<td>$450.00</td>
</tr>
<tr>
<td>Books</td>
<td>$1,500.00</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Background Check</td>
<td>$10.00</td>
<td>$10.00</td>
</tr>
<tr>
<td>Drug Screen</td>
<td>$35.00</td>
<td>$35.00</td>
</tr>
<tr>
<td>ACE MAPP (clinical requirements website access)</td>
<td>$50.00</td>
<td>$50.00</td>
</tr>
<tr>
<td>Uniform</td>
<td>$150.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>Clinical Supplies (penlight, scissors, stethoscope)</td>
<td>$90.00</td>
<td>$90.00</td>
</tr>
<tr>
<td>Application fee for Licensure &amp; NCLEX</td>
<td>$317.00</td>
<td>$317.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$10,411.00</strong></td>
<td><strong>$12,518.00</strong></td>
</tr>
</tbody>
</table>

*The above figures are based on 2017-2018 rates and are subject to change. A Resident student is one whose legal residence is in the school District of Clarenceville, Garden City, Livonia, Northville, Plymouth-Canton, or part of Novi. All other students who are legal residents in Michigan are considered Non-Residents.

NOTE: Requirements for admission to the LPN to ADN Advanced Placement Option are subject to change at any time.
Please contact the Nursing Office for updates of any applicable changes.

Phone: 734-462-4401   Fax: 734-462-4473
Email: nursing@schoolcraft.edu   Web: www.schoolcraft.edu

It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed, or handicap, be excluded from participating in, be denied benefits of, or be subjected to discrimination during any program or activity or in employment.
AMMISION EXAM: Test of Essential Academic Skills (TEAS)

GENERAL INFORMATION: It is highly recommended you meet with a counselor or academic advisor prior to taking the TEAS Exam.

- The online TEAS Exam is a multiple-choice exam. The TEAS Exam includes:
  - 31% Reading: Key Ideas & Details (15%), Craft & Structure (9%), Integration of Knowledge & Ideas (7%)
  - 16% English and Language: Convention of Standard English (6%), Knowledge of Language (6%), Vocabulary Acquisition (4%)
  - 31% Science: Human Anatomy & Physiology (21%), Life & Physical Science (5%), Scientific Reasoning (5%)
  - 22% Mathematics: Number & Algebra (16%), Measurement & Data (6%)

- The online TEAS Exam may only be taken a maximum of two times within a 2-year period. Highest scores in each section on the two attempts will be accepted. Results are valid for 2 years (from last attempt) unless the admission test requirement has changed.

- Only the online TEAS Version V and the new online TEAS Exam scores will be accepted. The new TEAS Exam will be available starting 9/1/2016 and the TEAS Exam Version V will no longer be available.

Students may do the following to meet the required scores within 2 years (previously 5-year limit):

- Two (2) attempts with the online TEAS Exam version V within two (2) years
- One (1) attempt with the online TEAS Exam (version V) and one (1) attempt with the new TEAS Exam (version 6) within 2 years
- Two (2) attempts with the new online TEAS Exam (version 6) within two years

Students who have taken 2 attempts with the online Teas Exam (version 5) whose earliest attempt is now over 2 years old, may attempt the new online TEAS Exam (version 6) one time. Students may not take version 5 twice then take version 6 twice within two years.

- Students should make every attempt to do well for all sections of the exam on each attempt and must take all sections of the exam for any attempt to be considered.

- Students who may need academic testing accommodations should meet with a counselor from the Disability Support Services Office prior to taking the exams.

- For positive identification, IDs should be government-issued with a current photograph, examinee’s signature, and examinee’s permanent address.

- You need to create an account with ATI Testing by establishing a username and password. You must bring your username and password on your test day. See instructions on page 7 to create your account.

COST: The $85.00 TEAS fee is non-refundable and non-transferable and must be paid to register and to take the TEAS at Schoolcraft College. Fees are subject to change.

TEAS PREPARATION: A TEAS study manual for preparation is available for purchase in the Schoolcraft College Bookstore or can be purchased online at www.atitesting.com. An online practice test can also be purchased from the ATI testing website. A TEAS Preparation Workshop is also offered through Schoolcraft College Continuing Education. Please contact 734-462-4448 for more information or visit http://www.schoolcraft.edu/continuing-ed/cepd/cepd-course-details/CES-4296

MINIMAL SCORES: The required TEAS Exam minimal scores for acceptance to the NCLC program at Schoolcraft College are:

- Composite 60% (Adjusted Individual Total Score), 68% Reading, 60% English, 60% Math, 50% Science.

- Individual test results will be available online at www.ATITesting.com. Students will not receive a letter stating if they passed or failed as students can access their own results online and compare them with the minimum scores listed. See below for retaking the TEAS Exam.

RETAILING THE TEAS EXAM: Students who score below the minimum TEAS scores on their first attempt should meet with an academic advisor or counselor and may need to take the Accuplacer (CPT) test for placement advisement. Students scoring below the Nursing Program level on the CPT will be required to utilize support services and/or complete courses as recommended. Upon completion of the required follow-up, the student may retake the TEAS Exam at Schoolcraft or another testing site (See details above regarding attempts with the TEAS Exams).

QUESTIONS: For more information, call the Testing Center at 734-462-4806.
TEAS EXAM REGISTRATION:

1. Complete the registration form and return it with a check or money order payable to Schoolcraft College. Seating is limited; refer to www.schoolcraft.edu/testing for date availability or contact the Testing Center at 734-462-4806.

2. Your TEAS registration fee is non-refundable and non-transferable.

3. Your driver’s license or Schoolcraft student photo ID is necessary for admission to the Testing Center (MC 220).

4. You are required to create an ATI account. Your ATI account information is necessary to sit for the TEAS exam. You will not be permitted to sit for the exam without it. See instructions below to create your account.

How to Create an Account with ATI Testing

In order to take the TEAS Test you must create an account with ATI Testing and bring your ATI username and password with you on your testing day. Instructions are as follows. (Note: if you already created a User Account when taking the TEAS practice test with ATI, do NOT create a second account number.

How to establish your personal username and password with ATI:

1. Go online and access the ATI website, www.atitesting.com on the left hand side of the page enter your selected username and password. (Write them down; you will need them later.)

2. Click on Sign in.

3. Complete the User Information Page – personal, password retrieval, institution, and home information.

4. Click register at the bottom of the page.

5. Print out the square with your name and ATI username.

You cannot test without your Username and Password.

It will look like this sample:

Bring your ATI Username and Password to the TEAS Test at Schoolcraft College.

When you want to get back into the ATI site to print out your username, go to www.atitesting.com Enter the username and password you have established. Individual test scores will be available online at www.atitesting.com.

Please retain your username and password. If you are admitted to the nursing program, this login will continue to be your personal identifier with ATI.

Revised 9/25/2017
TEAS Exam (Test of Essential Academic Skills) Registration Form

Student # ____________________   □ 1st Time Testing   □ Retake

Name ________________________________________________________________

Address ____________________________________________________________

   Number/Street   City   State/Zip Code

Home Phone __________________________   Cell __________________________

Email ________________________________   ______________________

*Please print legibly.*

Call the Testing Center at 734-462-4806 for available dates and times or check www.schoolcraft.edu/testing

1st Choice:  Date__________________   Time__________________

2nd Choice:  Date__________________   Time__________________

A confirmation form will be sent to you with your assigned date and time.

Exam will take place in the Testing Center - McDowell Center, Room 220, Top Floor

Are you a Schoolcraft College student?     _____ Yes     _____ No

Have you taken the TEAS test before?     _____ Yes     Version? _______     _____ No

☐ Yes, I have taken the TEAS before: I verify that I have met with a counselor and completed recommendations before this retake.

☐ Yes, I have taken the TEAS test before: I am waiving the recommendation to see a counselor prior to my next attempt.

THE COST FOR THE TEAS TEST IS $85.00.

☐ I have included a non-refundable and non-transferable check or money order payable to Schoolcraft College or a credit/debit card number. Payment must be included with this registration form. Fees are subject to change. Note: Other payment options available if paying in person.

☐ I understand that I will not be able to take the TEAS Exam on the test day without my ATI user name and password. (Instructions for obtaining your ATI username and password will be on your confirmation form.)

_________________________   ________________
Signature                  Date

Return this completed form and payment to:
Schoolcraft College, Testing Center, 18600 Haggerty Rd., Livonia, MI 48152   734-462-4806

OFFICE USE ONLY

Roster_____   Confirmed_____   Amount Paid_____   Cash ___   Check___   Credit___   Processed By_____   Date Received_____
This application is required for the LPN to ADN Advanced Placement Option. Review and meet all requirements on this application. (Program requirements are subject to change.)

1) Completion of all sections of this application with signatures from an academic advisor or counselor. The academic advisor or counselor will submit the application to the Nursing Office.

2) Applications are accepted on a continual basis and the number of placements may vary per year. In the event several applications are received on the same day, the student with the highest GPA for the prerequisite courses will be admitted first.

3) Incomplete applications will not be considered for acceptance until all items are complete.

Section I: To be completed by student

Demographic information on this application must match the information on record in the Record's Office at Schoolcraft College.

Name

Last (Family Name)                 First                 Middle                 Former (If Applicable)

Address

Number                Street                Apt.                City                State                Zip + 4 Digit Code

Phone

(                      )                      (                      )

Email

Birth Date

Month / Day

Student Number

Social Security Number

Last 4 Digits

It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed, or handicap, be excluded from participating in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment.

Section II: To be completed with Academic Advisor or Counselor

THE ITEMS IN SECTION II ARE REQUIRED. MEET WITH AN ACADEMIC ADVISOR OR COUNSELOR TO OBTAIN APPROPRIATE INITIALS/SIGNATURES.

Part A: COLLEGE ASSESSMENT TESTING Take a college assessment test unless you are exempt (approved by an academic advisor or counselor).

Student:                      Academic Advisor or Counselor Initials Date

☐ has taken assessment test or ☐ is exempt
Part B: PROFICIENCY  Attain the minimum Assessment Scores listed below or successfully complete appropriate developmental courses to improve your skills. Assessment Test Scores are valid for up to three years.

<table>
<thead>
<tr>
<th>Minimum Scores:</th>
<th>ACT</th>
<th>CPT/Accuplacer</th>
<th>SAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sentence Skills</td>
<td>18+</td>
<td>71+</td>
<td>24+</td>
</tr>
<tr>
<td>Reading Comprehension</td>
<td>18+</td>
<td>70+</td>
<td>25+</td>
</tr>
<tr>
<td>Arithmetic</td>
<td>19+</td>
<td>75/78+</td>
<td>25+</td>
</tr>
</tbody>
</table>

Student:

- ☐ has met minimum English score or ⇒ ☐ has successfully completed ENG 055 with a 2.0/C or better
- ☐ has met minimum Reading score or ⇒ ☐ has successfully completed COLLS 053 with a 2.0/C or better
- ☐ has met minimum Math score or ⇒ ☐ has successfully completed MTH 053 with a 2.0/C or better

Part C: ENG 101 or equivalent. Complete an English Composition course with a grade of 2.0/C or better.

Student:

- ☐ has successfully completed ENG 101 at Schoolcraft College (2.0/C or better) OR
- ☐ has successfully completed __________________________
  at________________________________________
  with a grade of ____________________________

Part D: PSYCH 201 or equivalent. Complete Introductory Psychology course with a grade of 2.0/C or better.

Student:

- ☐ has successfully completed PSYCH 201 at Schoolcraft College (2.0/C or better) OR
- ☐ has successfully completed __________________________
  at________________________________________
  with a grade of ____________________________

Part E: MATH 113 or equivalent. Complete Intermediate Algebra for College Students course with a grade of 2.0/C or better. This course is needed for application acceptance for students as of fall 2018. There is no time limit restriction on math credits for nursing admission.

Student:

- ☐ has successfully completed MATH 113 at Schoolcraft College (2.0/C or better) OR
- ☐ has successfully completed __________________________
  at________________________________________
  with a grade of ____________________________

Part F: BIOL 236 or (BIOL 237 and BIOL 238) or equivalent. Complete Anatomy and Physiology with a grade of 3.0/B or better. There is no time limit restriction on biology credits for nursing admission.

Student:

- ☐ has successfully completed BIOL 236 (3.0/B or better) OR ⇒ ☐ has successfully completed ________
  at________________________________________
  with a grade of ____________________________
- ☐ has successfully completed BIOL 237 and 238 (3.0/B or better in each)
Part G: NURSING ADMISSIONS TEAS EXAM

Achieve the required minimum scores on the online TEAS Exam (Test of Essential Academic Skills) within two attempts within a two-year period. Exam scores are accepted from other institutions. Highest scores in each section on the two attempts will be accepted. Test scores are valid for 2 years (from last attempt) unless the admission test requirement has changed. Minimum scores required are: Composite: 60% (Adjusted Individual Total Score), 68% Reading, 60% English, 60% Math, 50% Science. The application information and ATTACHMENT A list detailed information about the test.

<table>
<thead>
<tr>
<th>Student:</th>
<th>Academic Advisor or Counselor Initials</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ has achieved the minimum scores on the TEAS current online version within 2 attempts</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1st Attempt

<table>
<thead>
<tr>
<th>Date:</th>
<th>Composite:</th>
<th>Reading:</th>
<th>Math:</th>
<th>Science:</th>
<th>English:</th>
</tr>
</thead>
</table>

2nd Attempt

<table>
<thead>
<tr>
<th>Date:</th>
<th>Composite:</th>
<th>Reading:</th>
<th>Math:</th>
<th>Science:</th>
<th>English:</th>
</tr>
</thead>
</table>

☐ 2 attempts with the online TEAS Exam version V within two years
☐ 1 attempt with the online TEAS Exam version V and 1 attempt with the new TEAS Exam (version 6) within 2 years
☐ 2 attempts with the new online TEAS Exam (version 6) within two years

Part H: CUMULATIVE COLLEGE GPA  Attain a 2.5/C+ or better cumulative grade point average for college level prerequisite and supportive courses.

<table>
<thead>
<tr>
<th>Student:</th>
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<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ has a cumulative GPA of 2.5/C+ or better for all college level prerequisite and supportive courses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Part I: LPN EMPLOYMENT HISTORY  Provide documentation of current work experience as an LPN (resume & pay stub).

<table>
<thead>
<tr>
<th>Student:</th>
<th>Academic Advisor or Counselor Initials</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Attach a copy of pay stub(s) indicating hours worked. If student does not want to attach pay stub, the nursing office will send for verification directly from the employer as long as student has signed the Release of Employment form on next page.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Attach a copy of current resume including job titles and nursing activities.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Complete Release of Employment form (Page 11) if not submitting pay stub.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Academic Advisor or Counselor Initials</th>
<th>Print Academic Advisor/Counselor Name</th>
<th>Academic Advisor/Counselor Signature</th>
</tr>
</thead>
</table>

Section III: Application to be signed by student

X

Applicant Signature  Date

RETURN TO: Nursing Office, Applied Science Room 510
Schoolcraft College
18600 Haggerty Road
Livonia, MI  48152-2696
Phone: 734-462-4401
Fax:    734-462-4473

DATE RECEIVED in Nursing Office: ___________ (plus stamp on page one)
LPN to ADN Advanced Placement Option
Employment Verification Form

Part I: RELEASE OF EMPLOYMENT INFORMATION Schoolcraft College reserves the right to contact current employers to verify work experience as outlined on resume.

I authorize Schoolcraft College to contact my employers to verify my work experience as outlined on my attached resume.

________________________________________
Print Name

________________________________________
Signature Date