



**Forsyth Technical Community College
2100 Silas Creek Parkway
Winston-Salem, NC 27103-5197**

**LPN-RN Transition Program
Admissions Information**

Fall 2013 Deadline: February 28, 2013

The LPN-RN Transition Program is designed for currently licensed practical nurses who wish to earn an Associate Degree in Nursing and complete their RN. This is a 3 semester, selective enrollment program beginning each fall. Resources such as clinical facilities and faculty, as well as approval standards, limit the number of applicants accepted to the program to 24. All applicants must meet minimum requirements to be considered for admission. **Please note however, that meeting minimum requirements does not guarantee admission.** There are significant changes to the admissions process for 2013 and you are encouraged to read this packet thoroughly.

When applicants have completed all of the minimum requirements, they must meet with an Admissions Counselor for a LPN-RN Minimum Admissions Requirements (MAR) Review. This must be completed by the deadline date stated above. Qualified applicants will be ranked based on criteria listed in this packet. Applicants not admitted to the program must reapply, complete a new nursing information session and complete a new MAR Review if they wish to be considered for the following year's class.

PHASE I: APPLICATION PROCESS

The following steps must be completed by February 28, 2013 for the Fall 2013 program:

- ___1. Complete the Forsyth Tech application specifying program and semester for anticipated entry.
- ___2. Have an official high school transcript or GED scores mailed to the Admissions Office.
- ___3. Complete placement testing if required by the Admissions Office.
- ___4. Have official transcripts from **all** colleges or schools attended since high school sent to the Admissions Office.
- ___5. Participate in a mandatory Nursing Information Session. **Bring this packet with you.**

(Official transcripts must have the school seal or original signature and be in a sealed, unopened envelope).

PHASE II: MINIMUM ADMISSIONS REQUIREMENTS

1. Placement Testing

<u>CPT</u>		<u>COMPASS</u>		<u>ASSET</u>	
Sentence Structure	86	Writing	70	Writing Skills	41
Reading Skills	80	Reading	81	Reading Skills	41
Arithmetic	55	Pre-Algebra	47	Numerical Skills	41
Algebra	55	Algebra	46	El. Algebra	41

The CPT, COMPASS and ASSET tests are valid for 3 years. Applicants not meeting these minimum scores should enroll in the appropriate developmental courses. All developmental courses **must be completed at the time of the MAR Review in order to qualify for consideration.** A college level English composition or algebra course with a grade of "C" or higher will be used to waive the tests once the transcript(s) has been received and reviewed. An SAT or ACT test taken within the past five years and meeting the required minimum score is also acceptable.

<u>SAT Scores</u>		<u>ACT</u>
Critical Reading	480	Minimum Composite of 21
Math	500	

2. Mandatory Courses

The following courses must be completed **by the time of the MAR Review** (see next page) with a "C" or higher.

<u>Course</u>	<u>Credit Hours</u>
BIO 165 or BIO 168	4
BIO 166 or BIO 169	4
PSY 150	3
PSY 241	3

There are no age limitations for BIO 165/166, or BIO 168/169. However, to qualify for ranking points and transfer, courses must satisfy the required semester hours and descriptions. Please note that BIO 165/166 **must be completed at the same college to transfer.** Students who complete BIO 168 and BIO 169 are **not** restricted to taking both courses at the same institution.

3. "C" or Better Policy

Applicants must earn a grade of "C" or better in all program related general education courses attempted to be eligible for the program. These related courses are listed under the ranking/selection process. This policy applies to courses taken at Forsyth Tech as well as equivalent courses completed at outside colleges or universities. Applicants with a grade of "D" or "F" in any of the related courses as of the stated deadline will not be eligible to be considered for the LPN-RN program. If a grade of "D" or "F" is earned after acceptance to the program, the course must be repeated with a grade of "C" or better before the student will be allowed to enroll in the program. Failure to remove the grade of "D" or "F" will result in the loss of admission to the LPN-RN program. Please note that if a course is repeated for a better grade, the grade in the most recent attempt is counted.

PHASE III: MINIMUM ADMISSIONS REQUIREMENTS (MAR) REVIEW

PLEASE NOTE: THIS IS A NEW REQUIREMENT FOR 2013

After **completion** of Phase I and II, applicants are eligible to meet with an Admissions Counselor to complete the Minimum Admissions Requirements (MAR) Review. Applicants for the program **will not** be considered for admission **nor** be eligible to proceed to Phase IV until this step is completed. Therefore, applicants are encouraged to complete the MAR as early as possible to allow time to complete the TEAS by the deadline.

When Can I Complete My MAR Review?

Fall 2013 Applicants	
If you are applying for Fall 2013 and have completed all related courses (see page 4) or will be taking related classes during the <u>summer semester only</u> , you can complete your MAR:	If you are applying for Fall 2013 and taking related classes (see page 4) <u>during the fall semester</u> , you can complete your MAR:
September 4- February 28	January 12- February 28

The Admissions Office hours for the MAR Review are 8:00 a.m. – 6:00 p.m. Monday through Thursday and 8:00 a.m. – 2:00 p.m. Friday. The review is done on a walk-in basis and no appointment is necessary. **Please note that MAR reviews will not be available during registration and holidays (November 9-23 and December 20- January 11).** The Admissions Office is located in the Allman Center room 123.

IMPORTANT: It is mandatory that you complete the MAR review before you will be eligible to take the TEAS or be considered for selection. Failure to complete the MAR review in a timely manner could impact your ability to complete the TEAS at Forsyth Tech by the February 28th deadline!

PHASE IV: TEAS

TEAS Criteria (Test of Essential Academic Skills Version V)

Once the MAR review has been completed, applicants will receive information to schedule the TEAS. This test assesses how well a student is academically prepared for learning nursing-related content. Forsyth Tech will accept TEAS scores (Version V only) if taken at another school. It is the student's responsibility to submit a copy of the scores to the Admissions Office by the deadline date. TEAS scores are valid for 2 years. **Detailed information regarding the TEAS is included in this packet.**

An applicant must test and meet the required **60% or higher** on the **Adjusted Individual Total Score** to be eligible for consideration.

IMPORTANT: It is mandatory that you complete the TEAS by the deadline date in order to be considered for selection.

PHASE V: RANKING/SELECTION PROCESS

When the MAR review and TEAS scores are complete, qualified applicants are ranked using a point system. The components of the ranking system include the following items:

1. Related Courses

Points are awarded for specific course grades completed by the deadline. Grade points are valued as follows: A= 4 points, B= 3 points and C= 2 points. These points are then multiplied by the credit hours for each course. For example, English 111 (3 credit hours) with a grade of “B” (3 points) gives a student 9 total points for that course.

Related academic courses are below. While there are 4 courses that are required for consideration (noted on page 2), the additional courses are part of the LPN-RN curriculum. When more than one course is listed, you have the option of selecting a course. **Only courses completed by the deadline will be used for ranking. Courses must be completed with a “C” or higher.**

<u>Related Courses</u>	<u>Credit Hours</u>
*BIO 165 or BIO 168	4
*BIO 166 or BIO 169	4
*PSY 150	3
*PSY 241	3
ENG 111	3
<u>Select one of the following:</u>	
ENG 115, COM 231, COM 110	
COM 120, ENG 112, or ENG 114	3
CIS 110, CIS 111 or CIS 113	3/2/1
Humanities Elective	3

*Mandatory courses that must be completed at the time of the MAR Review

There are no age limitations for BIO 165/166, or BIO 168/169. However, to qualify for ranking points and transfer, courses must satisfy the required semester hours and descriptions. Please note that BIO 165/166 **must be completed at the same college to transfer**. Students who complete BIO 168 and BIO 169 are **not** restricted to taking both courses at the same institution. **The computer course has a 10 year age limitation.**

2. TEAS Adjusted Individual Total Score

An applicant must test and meet the required minimum 60% or higher **Adjusted Individual Total Score**. The Adjusted Individual Total Score will be used as part of the ranking process.

3. Total Points for Ranking and Selection

Adding the **grade points for any related courses completed** and the **TEAS Adjusted Individual Total Score** will determine the total ranking score used in the selection process. Applicants with the highest ranked scores will be accepted. In the event of a tie, an applicant with the higher Adjusted Individual **Science** Score on the TEAS will be ranked higher. An alternate list will be maintained in ranking order. Alternates will only be accepted if a space becomes available. Applicants not admitted to the program must reapply, complete a new Nursing Information Session and complete a MAR review for future program consideration.

Additional Requirements

This program has the following additional requirements that will be verified at the orientation for accepted LPN-RN students:

1. Unrestricted licensure as an LPN in the state of North Carolina
2. Six months full-time work experience as an LPN.

TEAS: A Guide to Student Success

Student success before, during and after the nursing programs at Forsyth Technical Community College is your goal as well as for the faculty and staff at our college. Success refers to academic achievement, personal and professional goal attainment and well-being. Preparation and advisement are key components on the road to success for all students.

To better ensure your success, the nursing faculty has adopted a program that has been demonstrated to assist you in meeting your goals. Part of the success program requirements is an assessment of essential academic skills. The assessment is known as TEAS (Test of Essential Academic Skills), a product of the Assessment Technology Institute (ATI). The TEAS test measures basic skills in the domains of Reading, Mathematics, Science, and English Language Usage.

Frequently Asked Questions

1. When am I eligible to take the TEAS?

Only after you complete a MAR review.

2. What are the basic steps to scheduling the test?

- **You will receive information regarding the TEAS during your MAR review**
- The test is given on main campus. You will receive dates, times, and location for the TEAS test.
- Go to the cashier's window during operating hours and pay the test fee of \$35.00. The cashier's window is located on the main campus in the Allman Center (2nd floor). It is highly recommended that payment is made **prior to** the day you come to test.
- On the TEAS test day, you **must** show the receipt of the TEAS test payment to the test proctor along with a photo ID (driver's license or a student ID). **PLEASE NOTE THE TEST PROCTOR CANNOT ACCEPT ANY PAYMENT!**

3. Positioning Yourself for Success on TEAS: ACA 085

In order to help assist you in being successful on the TEAS test, the college offers ACA 085- Improving Study Skills, a 1 credit hour course. ACA 085 is offered as a web-based (on-line) course so that you can complete the course anywhere you have internet access and at your convenience. ACA 085 provides an opportunity to review basic skills on the 4 domains of the TEAS test, allowing you to practice for the TEAS test at your own pace. If you are interested in enrolling in ACA 085, you will need to see your advisor during registration. Completion of ACA 085 does not mean that you are eligible to take the TEAS test. Completion of additional criteria must be met.

Additional resources available to help prepare for TEAS:

- TEAS study books are located on reserve for review in the following locations: Main campus library (Ardmore Bldg), Stokes County Office (Danbury), Grady Swisher Center (Kernersville) and Mazie Woodruff Center (Carver Road-Winston Salem).
- Go to www.atitesting.com. Click on ATI Product Solutions for the TEAS study manual and online practice assessments available for purchase. The cost is \$85.00.
If purchased separately, the TEAS study manual is \$42.00, and the each practice assessment is \$35.00.

4. How and when do I find out my score?

At the completion of your computerized test, you will be given instructions on how to access your score. You will be provided a copy of your score at that time.

5. Is the test computer based?

Yes. A paper and pencil test is available only for students with documented disabilities requiring this accommodation.

6. What if I have a documented learning disability with accommodations?

When you call the TEAS coordinator to make the appointment for the TEAS, indicate that you have documented accommodations through Forsyth Technical Community College's Disability Services. Any accommodations **must be confirmed** by Disability Services and the TEAS coordinator notified prior to your test date. Questions regarding accommodations can be directed to Disability Services located in the Allman Center, Room 148. The TEAS coordinator will provide test accommodations according to those guidelines confirmed by Disability Services.

7. Can I take the test more than once?

You will be allowed 3 attempts. After the second attempt, you must wait 8 weeks to schedule your final attempt. During this time, you are encouraged to enroll in ACA 085 or remediate on your own. If you are unsuccessful after the third attempt, you must wait one year from the date of your last attempt to be eligible to resume the TEAS testing process. The process will start over with the same policy as stated previously.

8. How long is my score valid?

Two years.

9. If I want to improve my score, can I repeat sections of the TEAS?

No, you must take the entire TEAS test each time.

10. What is the required score for admission into the LPN-RN program?

To be considered for the LPN-RN program, students must meet the required minimum 60% Adjusted Individual Total Score. The score will be recorded as part of the admission rank score.

11. What do I do if my score was below the 60% Adjusted Individual Total Score or I want to increase my score in order to be more competitive for admission:

- Review your TEAS results and identify areas in which you need to improve your score.
- Enroll in ACA 085, a one-credit course designed to assist students to remediate specifically on areas of TEAS using a web-based tutorial program, PLATO. This program will allow you to review your basic skills and test in each area for competency. (See #3).
- Review the TEAS study manual located in the libraries as indicated.
- Optional: Access the website, www.atitesting.com and purchase the online TEAS practice assessment and check your score prior to retesting. The cost of the TEAS practice assessment is \$35.00.

12. Will Forsyth Tech accept TEAS scores taken at another school?

Yes. A copy of the **Individual Performance Profile** sheet (TEAS V only) must be submitted to the Admissions Office by the deadline of February 28, 2013.

NOTE: The information provided in this packet is subject to change annually.

May 2012