

**University of Central Arkansas
Department of Nursing**

**APPLICATION INFORMATION FOR BSN PROGRAM
(Pre-licensure and LPN to BSN)**

APPLICATION PROCESS

1. Apply to UCA (if not a current UCA student). <http://uca.edu/admissions/>
 - a. International Students apply to <http://uca.edu/international/>
2. Complete the BSN application and send to the address listed on the last page of the application.
3. Submit \$50 nonrefundable application fee with application.
 - a. Check or money order only made payable to UCA Department of Nursing.
 - b. No cash, debit, or credit cards accepted.
4. Read and acknowledge the following documents:
 - a. Abilities and Skills (see attached)
 - b. Information Concerning Persons Convicted of a Crime (see attached)
5. Transcript(s) submission to:
UCA Office of the Registrar
McCastlain Hall
201 Donaghey Avenue
Conway, AR 72035

QUALIFICATIONS

1. Cumulative GPA 2.5 or above.
2. A grade of "C" or above for all of the 31 hours of nursing prerequisites.

Biology 1400	Biology for General Education ¹
Biology 2405	Human Anatomy & Physiology ²
Chemistry 1402	General Chemistry for Health Science ³
Chemistry 2450	Introduction to Organic Biochemistry ³
Math 1390	College Algebra
Psychology 1300	General Psychology
Social Science	Diversity in World Cultures only (UCA CORE)
Writing 1310	Introduction to College Writing
Writing 1320	Academic Writing

¹Biology 1440 will substitute for Biology 1400.

²Biology 2406 and 2407 will substitute for Biology 1440 or 1400 and 2405.

³Chemistry 1402 and 2450 are recommended for nursing majors but Chemistry 1450 and 1451 may be substituted.

3. Applicants not born in the United States or in a country where English is not the official language must document their English proficiency. An official score of 83 or higher on the TOEFL iBT exam is required. Scores from the exam are valid two (2) years from the test date. Only TOEFL iBT scores received directly from ETS or the UCA Testing Center will be accepted as valid.
4. International students must have a valid Social Security number filed with UCA.

RANKING OF APPLICATIONS AND APPLICATION REVIEW PROCESS

1. Preference is given to UCA pre-nursing students who meet admission requirements. Other UCA students and transfer students are considered and ranked in the admission process.
2. Applications are ranked according to GPA and course deficits (prerequisite courses which are not complete by the end of the spring semester). PSYC 1300 or Diversity in World Cultures – Social Science may be completed in the summer and not counted as a course deficit.
3. Late or incomplete applications will not be considered.
4. Admission status includes:
 - a. Admitted unconditionally.
 - b. Admitted conditionally. (This means that you must successfully complete deficits by the beginning of the fall semester.)

NOTE: Admitted students must return “Letter of Acceptance” to the Department of Nursing by June 5, 2015, to begin nursing courses in Fall 2015**
5. Non-admission status includes:
 - a. Qualified applicant placed on waiting list (qualified and on-time, but no positions in class at this time).
 - i. A waiting list of qualified applicants not admitted is maintained throughout the summer and until the beginning of the fall semester. Available positions are filled from the waiting list.
 - b. Non-qualified applicant who did not meet minimum standards.

NOTE: Applicants on the waiting list must return the “Waiting List Confirmation” form by June 5, 2015 to remain on the waiting list.
6. Applicants who believe they were treated differently from other candidates in admission decisions are to contact the Department of Nursing Chairperson (501-450-3119) for information on the appeal process. All appeals begin at the department level.
7. A new application process begins each year. Qualified applicants not admitted one year are not given priority the next year and must submit a new application.

**Admitted students: There will be additional requirements and costs outlined in your official acceptance packet. See UCA nursing website for list of costs and requirements.

DEADLINES

- | | |
|---|---------------|
| 1. Apply to UCA (if not a current UCA student) | March 2, 2015 |
| 2. Submit BSN Application for Admission | March 2, 2015 |
| 3. TOEFL iBT scores (if applicable) | March 2, 2015 |
| 4. Official transcripts for all transfer courses (To UCA Registrar) | March 2, 2015 |
| 5. Unofficial grade report for spring 2015 course(s)
To Department of Nursing | May 15, 2015 |
| 6. Notify Department of Nursing by phone at 501-450-3120
if letter is not received by | June 3, 2015 |
| 7. Official transcript for spring 2015 courses
To UCA Registrar | June 5, 2015 |
| 8. Form indicating acceptance of position, decline of position,
acceptance of waiting list or decline of waiting list. | June 5, 2015 |

NOTE: If the above deadlines # 1-7 are missed, the application is considered late or incomplete. If the deadline for #8 is missed, for accepted students the offer is considered declined and the position is offered to the next qualified applicant on the waiting list or the applicant is removed from the waiting list.

ABILITIES AND SKILLS FOR ADMISSION TO AND PROGRESSION WITHIN THE UNDERGRADUATE NURSING MAJOR

The professional nurse must possess the knowledge and ability to effectively assist his or her client's biophysical, psychological, social, cultural, and intellectual domains. Further, the professional nurse must competently analyze the assessment data through intellectual processing to arrive at a definition of the client's status or problem, plan independently or collaboratively for a full range of therapeutic interventions, execute all or part of the plans through nursing acts, and evaluate the care delivered and the client's responses to it.

A candidate for professional nursing must have the abilities and skills necessary for use of the nursing process. These skills and abilities include: observation; communication; motor ability; conceptualization, integration and quantification; and behavioral/social acceptability. Technological compensation can be made for some handicaps in certain of these areas, but a candidate should be able to perform in a reasonably independent manner. The use of a trained intermediary is not acceptable, in that a candidate's judgment must be mediated by someone else's power of observation and selection.

The following abilities and skills are necessary to meet the requirements of the curriculum:

1. **Observation:** The candidate must be able to observe a patient accurately at a distance and close at hand. Observation necessitates the functional use of the sense of vision and somatic sensation. It is enhanced by the functional use of the sense of smell.
2. **Communication:** The candidate must be able to speak, to hear, and to observe patients in order to elicit information; describe changes in mood, activity, and posture; and perceive nonverbal communications. A candidate must be able to communicate effectively and sensitively with patients. Communication includes not only speech but reading and writing. The candidate must be able to communicate effectively and efficiently in oral and written form with all members of the health care team.
3. **Motor:** Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion, and other assessment maneuvers. A candidate must have sufficient motor skills to gain access to clients in a variety of care settings and to manipulate the equipment central to the treatment of patients receiving professional nursing care. Such actions require coordination of both gross and fine muscular movement, equilibrium, and functional use of the senses of touch and vision.
4. **Intellectual-Conceptual, Interactive, and Quantitative Abilities:** These abilities include measurement, calculation, reasoning, analysis, and synthesis. Problem solving, the critical skill demanded of nurses, requires all of these intellectual abilities. In addition, the candidates should be able to comprehend three dimensional relationships and to understand the spatial relationships of structures.
5. **Behavioral and Social Attributes:** A candidate must possess the emotional health required for full utilization of his or her intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the care of patients, and the development of mature, sensitive, and effective relationships with patients. Candidates must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties inherent in the clinical problems of many patients. Compassion, integrity, concern for others, interpersonal skills, interest, and motivation are all personal qualities necessary for professional nursing.

The Department of Nursing affirms that all students enrolled in the UCA nursing major must possess those intellectual, ethical, physical, and emotional capabilities required to undertake the full curriculum and to achieve the levels of competence required by the faculty for safe professional practice,

Bower, D., Line, L., & Denega, D. (1988). Evaluation Instruments in Nursing (PP. 71) New York: National League for Nursing.] Approved, Faculty Organization Committee/11/8/91

INFORMATION CONCERNING PERSONS CONVICTED OF A CRIME

Per Arkansas law, persons convicted of a crime may not be eligible to take the examination required for licensure as a Registered Nurse (RN). For more information and a list of crimes, refer to <http://www.arsbn.org> and go to the Nurse Practice Act, chapter 3, section 17-87-312. See the department chairperson for more information.

17-87-312. Criminal background checks.

- (a)(1) Each first-time applicant for a license issued by the Arkansas State Board of Nursing shall apply to the Identification Bureau of the Department of Arkansas State Police for a state and national criminal background check, to be conducted by the Federal Bureau of Investigation.
- (a)(2) At the time a person applies to an Arkansas nursing educational program, the program shall notify the applicant in writing of the provisions and requirements of this section.
- (b) The check shall conform to the applicable federal standards and shall include the taking of fingerprints.
- (c) The applicant shall sign a release of information to the Board and shall be responsible to the Department of Arkansas State Police for the payment of any fee associated with the criminal background check.
- (d) Upon completion of the criminal background check, the Identification Bureau of the Department of Arkansas (2) Circumstances for which a waiver may be granted shall include, but not be limited to, the following:
- (A) The age at which the crime was committed;
 - (B) The circumstances surrounding the crime;
 - (C) The length of time since the crime;
 - (D) Subsequent work history;
 - (E) Employment references;
 - (F) Character references; and
 - (G) Other evidence demonstrating that the applicant does not pose a threat to the health or safety of the public.
- (h)(1) Any information received by the Board from the Identification Bureau of the Department of Arkansas State Police pursuant to this section shall not be available for examination except by:
- (A) The affected applicant for licensure, or his authorized representative; or
 - (B) The person whose license is subject to revocation or his or her authorized representative.
- (2) No record, file, or document shall be removed from the custody of the Department of Arkansas State Police.
- (i) Any information made available to the affected applicant for licensure or the person whose license is subject to revocation shall be information pertaining to that person only.
- (j) Rights of privilege and confidentiality established in this section shall not extend to any document created for purposes other than this background check.
- (k) The Board shall adopt the necessary rules and regulations to fully implement the provisions of this section.
- (l)(1) For purposes of this section, an expunged record of a conviction or a plea of guilty or nolo contendere to an offense listed in subsection (e) of this section shall not be considered a conviction, guilty plea, or nolo contendere plea to the offense unless the offense is also listed in subdivision (l)(2) of this section.
- (2) Because of the serious nature of the offenses and the close relationship to the type of work that is to be performed, the following shall result in permanent disqualification:
- (A) Capital murder as prohibited in § 5-10-101;
 - (B) Murder in the first degree as prohibited in § 5-10-102 and murder in the second degree as prohibited in § 5-10-103;
 - (C) Kidnapping as prohibited in § 5-11-102;
 - (D) Rape as prohibited in § 5-14-103;
 - (E) Sexual assault in the first degree as prohibited in § 5-14-124 and sexual assault in the second degree as prohibited in § 5-14-125;
 - (F) Endangering the welfare of a minor in the first degree as prohibited in § 5-27-205 and endangering the welfare of a minor in the second degree as prohibited in § 5-27-206;
 - (G) Incest as prohibited in § 5-26-202;
 - (H) Arson as prohibited in § 5-38-301;
 - (I) Endangering the welfare of incompetent person in the first degree as prohibited in § 5-27-201; and
 - (J) Adult abuse that constitutes a felony as prohibited in § 5-28-103.

Submit between January 15 and March 2, 2015

DIRECTIONS: Carefully read and answer every question. Attach additional page(s) if required.

Name _____
Last
First
Middle initial
(Maiden)

Current Mailing Address

 Current Street Address

 Current City State Zip

Mailing address after May 4, 2015: Your letter will be mailed to this address. See note below.

 Mailing Address

 City State Zip

E-mail address: _____ Birth date _____

Telephone: _____ Social Security Number _____

What is your first (native) language? English _____ Other(s), specify _____

In what country were you born? U.S. _____ Other, specify _____

In what country or countries did you have your educational experience prior to college/university?
 U.S. _____ Others), specify _____

Are you currently enrolled at UCA? Yes _____ No _____ UCA I.D. # _____

If no, have you ever been enrolled at UCA? Yes _____ If yes, date(s): _____

List any other previous colleges or universities attended:

College/University & Location	Dates Attended	Degree (if received)

Have you previously attended a nursing school, but not graduated? Yes _____ No _____

If yes, name of school: _____ Date _____

NOTE: If answer is yes, submit Letter of Good Standing with application.

List all courses you are currently taking and the amount of course credit for each:

Institution	Course	Credit

****NOTE:** It is the applicant's responsibility to notify the Department of Nursing of any changes in this address. The department is not responsible for incomplete or inaccurate addresses that may affect an applicant admission ranking.

UNIVERSITY OF CENTRAL ARKANSAS
BSN APPLICATION FOR ADMISSION (cont.)

List all nursing major prerequisites which will NOT be completed by the end of the spring semester and when and where you plan to complete the prerequisites:

Course	When	Institution

I have read and understand "Abilities and Skills for Admission to and Progression within the "Undergraduate Nursing Major". I possess the necessary skills and abilities described. _____
Initial

I acknowledge that I have been informed that per state law, persons convicted of a crime may not be eligible to take the examination required for licensure as a Registered Nurse (RN). I have been informed where I may obtain a list of the crimes and that I may see the Department of Nursing chairperson for more information. I know that a criminal background report(s) will be conducted on me while I am a student and that I will pay for my report(s). I know that criminal convictions might result in my dismissal from the program. _____
Initial

By signing this form, I attest that the information I have provided is accurate and valid to the best of my knowledge and is my acknowledgement of the above statements.

Signature

Date

All applicants are to return the completed two page application and the non-refundable \$50.00 application fee (check or money order) **payable to the UCA Department of Nursing. No cash, debit, or credit cards accepted.**

Due MARCH 2,2015

Electronic submissions are NOT accepted.

Send application and application fee to:
University of Central Arkansas
Department of Nursing, DHSC #114
201 S. Donaghey Avenue
Conway, AR 72035-0001