



Fall 2018 Baccalaureate Nursing Program
Bachelor of Science in Nursing (BSN) Section
In the College for Adults (CFA)
Application Information Session

- Welcome
- Immunization Information
- Nursing Program: an overview
- The Application Process
- Questions?
- Questions after today
 - Contact your advisor:
Amy Fitzgerald at OM221; 651-690-7847; amfitzgerald@stkate.edu
 - For immunization or background study questions:
Student Compliance at OM209; 651-690-7781; studentcompliance@stkate.edu
 - For questions about the Nursing Program: before 1/12/2018
Cynthia Dols Finn at EDU657; 651-690-7720; cdols@stkate.edu (email is best method of contact)

Requirements to Apply to the BSN CFA

- The BSN CFA section is looking for individuals who desire to care for people from diverse cultures and life situations, and are committed to developing nurturing, caring relationships with patient while supporting holistic health and wellbeing.
- To be an active student at St. Catherine University — that is, to be registered for **at least 1 credit for spring 2018** at the time of application.
- Prerequisite* GPA of at least 3.0** at the time of application. Minimum GPA does not guarantee admission to the program. NOTE: Students must enter the Nursing Program with a prerequisite GPA of 3.0, or the offer of admission will be rescinded.
- Meet the Kaplan Nursing Entrance Exam test set scores. (see admission rubric)
- To have **no more** than 2 total repeats for any of the prerequisite courses* – each course can only be repeated once, and no more than 2 courses can be repeated. Courses for which a “W” is earned will be considered a repeated course.

Applying to the BSN CFA

- Applicants must complete the Intent to Apply email. The response is due **April 6, 2018**. In the Intent to Apply form, a list of three references must be included. Reference names and current email address are required. Each reference will be e-mailed a reference form to complete. References must be completed by **May 11th, 2018**.
- Applications for admission to the Fall 2018 BSN CFA Nursing Section will be accepted from **March 10, 2018 through May 11, 2018 at noon**. Most application documents will be submitted to the BSN CFA Admission D2L dropbox or Smartsheets software package. References will be submitted to our Smartsheet software package. Application documents will be submitted electronically.
- This is a competitive application process based on your Admission Rubric score.
- Applications must be complete by **May 11th, 2018 by 6:00 pm**, the following must be submitted:
 - **Official** transcript(s) are needed for all Nursing prerequisites completed at other institutions that have not yet been submitted for transfer. This includes any coursework you are taking this term. Transcripts must be submitted in a sealed envelope from original institution to the Registrar’s Office, OM240.
 - **An unofficial transcript** of all in-progress coursework, being taken in Summer 2018, outside of St. Catherine University, must be submitted to the BSN CFA site by the **May 11th** deadline.
 - Completed video essay must be submitted to the BSN CFA D2L Panopto or Smartsheets software package file by the **May 11th deadline**
- Be sure to verify that the Registrar’s Office has your correct mailing address and phone number.
- **LATE or INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED**

*Prerequisite courses are: General Anatomy & Physiology, Advanced Anatomy & Physiology, Human Disease, General Psychology, Microbiology, Statistical Analysis, and Culture, Health and Healing

Application Selection Process

Applications will be reviewed after the application deadline, May 11th at 6:00 pm. Each application will be evaluated and ranked per the Admission Rubric that is included in this packet. Acceptance decisions will be made based on these rankings.

Decisions will be e-mailed by the end of the day on **June 15, 2018** for the Fall 2018 BSN CFA Nursing program section, and a formal acceptance letter mailed by **June 29, 2018**. An immunization packet will be sent out via email. Decisions **will not** be relayed over the phone – **Please do not call the College for Adult Minneapolis Campus Nursing Program office at 651-690-7712 unless you have not received your e-mail by June 18, 2018.**

Once accepted the following requirements must be met:

- Prerequisite* GPA of at least 3.0** at the students enter the Nursing Program they must maintain a prerequisite GPA of 3.0, or the offer of admission will be rescinded.
- To have completed all prerequisite* courses with a grade of “C” or better, or have in progress spring or summer term. Any “in progress” courses must be completed with a grade of “C” or better by August 25, 2018.**
- All prerequisite* and pre-nursing required coursework must be completed by the end of summer semester. This means:
 - If you are accepted to the Nursing Program, the Registrar’s office must receive an official transcript for Summer 2018 courses by **August 24, 2018** with a final grade of “C” or better.
 - All required supporting courses must be completed before starting the nursing major with the exceptions of the following courses, which may be taken concurrently with the nursing program courses
 - CORE3990W Global Search for Justice
 - EXSS1100 Health & Wellness or equivalent
 - IPE4200W Research – must be concurrent with nursing courses as scheduled on Plan of Study
 - One core requirement (example Theology or Philosophy)
- A copy of active C.N.A certification showing status in good standing with the Minnesota Nursing Assistant Registry. **The certification must be valid through the first day of Nursing classes. NOTE:** It must submitted no later than **August 3, 2018** to the BSN CFA Admission D2L Group.
 - Failure to submit your C.N.A. documentation by this date will result in forfeiture of your spot in the Nursing cohort beginning Fall 2018.
 - For more information, please contact the MN Nursing Assistant Registry. Their website is <http://www.health.state.mn.us/divs/fpc/profinfo/narinfo/contactnar.html>
- Student Compliance Packet** must be completed prior to registration for nursing courses. All immunization and background study documents must be uploaded to the online portal per the instructions in the packet.

***Prerequisite courses are:** General Anatomy & Physiology, Advanced Anatomy & Physiology, Human Disease, General Psychology, Statistical Analysis, and Culture, Health and Healing

Bachelor of Science in Nursing College for Adults Section

Draft Admission Rubric Fall 2018

<u>Criteria</u>	<u>Point System</u>	<u>Example of an Applicant's Assigned Points</u>
<p>Prerequisite GPA* Point-for Point <i>Includes the following:</i></p> <ul style="list-style-type: none"> ● General Anat & Phys ● Advanced Anat & Phys ● Microbiology ● Human Disease ● Culture, Health,, and Healing ● General Psychology ● Statistics (Econ 1090 or equiv.) 	3.0 (min) to 4.0 (max)	3.25 (Prerequisite GPA of 3.25)
General Anatomy & Physiology	0.5 = completed with B or above 0.5 = completed first attempt	0.5 (transcript showing a grade of B- on first attempt)
Advanced Anatomy & Physiology	0.5 = completed with B or above 0.5 = completed first attempt	1.0 (transcript showing a grade of B on first attempt)
Microbiology	0.5 = completed with B or above 0.5 = completed first attempt	0.5 (transcript showing a grade of C on first attempt)
<p>KAPLAN** Overall score Reading score Critical Thinking score will be used. All three sections are scored as listed, in percentages</p>	<p>60-66.999% = 0.0 67-69.999% = 0.25 >/= 70% = 0.5 Combined range: 0.0 (min) to +1.5 (max)</p>	<p>Overall score= 67 (.25) Reading score = 71 (.5) Critical Thinking = 69 (.25) Testing score: 1.0</p>
Admissions Video. Faculty scored	0 – 5	Score 4.5
References – 3 (professional, academic, community). Faculty scored	1.5	Score 1.5
Community Service with supporting documentation from agency where service provided. Hours documented.	<p>1 - 25 hours = 0.25 26 – 50 hours = 0.5 50 – 75 hours = 0.75 >75 hours = 1.00</p>	Score 0.5
ADMISSIONS SCORE	16 Possible Total Points	12.75 Total Points

*Minimum prerequisite GPA is 3.0

**Any Kaplan Nursing Admission score under 60; students will not be eligible to apply to program.

Important Dates for Students Applying to Fall 2018 Nursing Program

Before December 22	January Kaplan Nursing Admission test online sign-up form will be emailed to students
January 6	Kaplan study session
January 22	Kaplan testing – rescheduled to 2/10/18 because of school cancellation
March 10	Application materials can be submitted to the BSN CFA Admission beginning at 8:00 AM.
April 3	April Kaplan Nursing Admission test online sign-up form will be emailed to students
April 6	<i>Intent to Apply</i> web form email response due with a list of references including names and emails.
April 7	Kaplan study session
March-May TBD	Technical assistance for video essay available
April 21	Kaplan testing
May 11, 2018	Last day to submit applications to the BSN CFA Admission site, by 6 pm.
By June 15	Students admission decisions will be e-mailed.
By June 22	Student Compliance will email immunization and background study information.
By June 29	Official letter of acceptance or denial will be sent by mail.
July 2018	Fall Nursing Courses Registration
By July 13	Signed acceptance letters must be returned to the BSN CFA Program Office or students risk losing their spot in the BS Nursing section.
By August 3	Submit CNA certification no later than this date.
By August 3	Your immunization and background study documents must be complete, and uploaded to the online portal per the instructions from the Student Compliance office. If your CNA and/or compliance requirements are not met by this date, you will forfeit your spot in the Fall 2018 BSN CFA Section.
August 14	Mandatory BSN CFA Orientation
August 14	Practice CNA skills in Simulation Lab and
August 24	Official transcripts are due for all courses
Mid-November	Registration for spring 2018 term begins for Nursing Students-registration priority is based on number of credits completed

“Success is no accident. It is hard work, perseverance, learning, studying, sacrifice and most of all, love of what you are doing or learning to do.” - Pele

Resource List

The O’Neill Learning Center – 370 EDUC

Assistance with:

- Math
- Writing
- Reading
- Study Skills
- Tutoring
- Time Management
- Test Anxiety
- Disabilities
- ESL Assistance

Access and Success -361/363 EDUC – Phone 651-690-7870

Assistance for Student Parents

- Babysitting Resources
- Laptop Loan Program
- Emergency Financial Aid
- Free Social events
- Information on resources including affordable housing, health care, car repairs, legal assistance, domestic abuse resources, and other community resources

The Counseling Center- 359 EDUC – 651-690-7830

Confidential Assistance with

- Mental Health Issues
- Referrals to Community Resources
- Programs and Presentations on mental health issues
- Referrals for psychiatric and medication management

Financial Aid – 231 Old Main – 651-690-7805

Assist with Financial Aid Questions

- Scholarships
- Grants
- Loans

Financial Literacy – 325 Derham Hall (St. Paul Campus) – 651-690-8685

Confidential assistance with:

- Financial Counseling
- Debt Consolidation
- Money Management
- Budgeting
- Educational Programs

Multicultural and International Programs and Services – 121 Old Main – 651-690-7866

The office offers:

- Shadowing programs
- Peer mentors
- Student group opportunities
- Support for college-wide diversity and multicultural initiatives

***“Success is a journey,
not a destination.”***

- Ben Sweetland

Video Essay and Reference Directions and Assessment Criteria

Video Essay Directions and Assessment Criteria

Directions for video essay:

1. Include a written transcript of the video
2. Please no professional made video submissions. The content of the essay and how the student presents him or herself is what is important including the ability to hear and see the student throughout the essay.
3. Identify the question being answered. For example: “Regarding question 1” or “I am now addressing question 2”
4. Video should be no more than 5 minutes
5. Submit the video to the Panopto file in the BSN CFA Admission site provided
6. Present yourself in a professional manner
7. Speak clearly
8. Practice your presentation
9. Submit your best video essay
10. Be genuine and authentic. Remember this is an opportunity for faculty to get to know you.
11. Students will be sent a list of available times to meet with IT for video essay assistance, if needed. If assistance is needed with your video please schedule an appointment with the IT department. Assistance may include the creation of the video or uploading the video to D2L. If the times available do not work with your schedule please contact Janet Winsand ext 7710.
12. All video essays must be submitted to the BSN CFA D2L Panopto file on or before the nursing program application deadline

Video Essay Rubric

Video Essay	Criterion	Evaluation
<p><u>Question 1</u> Students contribute to the creation of a diverse and inclusive learning environment that promotes compassion in the nursing profession, whether by a personal attribute, characteristic, culture, experience, or action.</p> <p>Please tell us how you will contribute to the diversity of St. Catherine University and the excellence of the nursing profession.</p>	<ul style="list-style-type: none"> • Organized and within time limits • The example provided is a personal attribute, characteristic, culture, experience, or action • Contributes to a diverse and inclusive learning environment • Promotes compassion • Will positively contribute the diversity of St. Catherine University and the excellence of the nursing profession. 	<p>Exceeds Standard Student meets all criteria 1 point</p>
		<p>Meets Standard Student meets 3 or 4 criteria 0.5 points</p>
		<p>Below Standard Student meets 2 or less criteria 0 points</p>
<p><u>Question 2</u> Obtaining a college degree requires persistence and the ability to stay focused on the end result.</p> <p>Share with us a long-term goal that you had, the steps/process you took to obtain that goal, and how you overcame any obstacles that you</p>	<ul style="list-style-type: none"> • Organized and within time limits • The example provided is a long-term goal and the steps/process took to obtain that goal, • Clearly identified how obstacles were overcome • The goal was academic, personal, or extracurricular in nature. 	<p>Exceeds Standard Student meets all criteria 1 point</p>
		<p>Meets Standard Student meets 3 or 4 criteria 0.5 points</p>

“What we think, we become.”

Buddha

<p>encountered. This goal could be academic, personal, or extracurricular in nature.</p>	<ul style="list-style-type: none"> • Showed persistence and the ability to stay focused on the end result. 	<p>Below Standard Student meets 2 or less criteria 0 points</p>
<p>Presentation of self during video essay</p>	<ul style="list-style-type: none"> • Student demonstrates warmth, compassion, and enthusiasm for holistic multicultural care. • Professional appearance • Quality of video: the video is clear and audible, there is adequate lighting, student visualized throughout the essay • Student is self-confident and is articulate • Student demonstrates self-reflection • Student demonstrates critical thinking 	<p>Exceeds Standard Student meets all criteria 1 point</p> <hr/> <p>Meets Standard Student meets 3-4 criteria 0.5 points</p> <hr/> <p>Below Standard Student meets < 2 criteria 0 points</p>
<p>Attributes portrayed:</p>	<ul style="list-style-type: none"> • Grit • Self-esteem • Curiosity • Positive attitude • Passion for the nursing profession • Passion for the Mission of the University • Cultural inclusiveness • Compassion • Self-driven/motivated • Engaged • Organized • Resilient • Reflective 	<p>Exceeds Standard Student portrays 10 to 13 Attributes 2 points</p> <hr/> <p>Meets Standard Student portrays 7 to 9 Attributes 1 point</p> <hr/> <p>Below Standard Student portrays 6 or less Attributes 0 points</p>
<p>Total Points Achieved:</p>		

*“The most effective way to do it,
is to do it.”*

Amelia Earhart

References Directions and Assessment Criteria

Reference Directions:

1. References must be from individuals who you have worked with in a professional and/or academic manner.
 - One must be from a current or previous supervisor
 - One must be from an educator who knows your academic ability.
 - The third reference may be from another supervisor, educator, community volunteer contact or co-worker.
2. Have the references return the completed references via the web form they receive
3. All references must be received on or before the nursing program application deadline

References Rubric

Reference Letters: A total of 3 references from professional, academic, or community sources. May be any combination of the three Final score will be determined by an average score of all three references.	Exceeds Standard All Positive References; All three references are from credible sources as identified; A majority of the qualities are excellent or good. 1.5 points	Meets Standard 1 - 2 Positive Recommendations, At least 2 references are from a credible source: At least 50% of the qualities are excellent or good and less than 20% are below average or poor. 0.75 points	Below Standard Poor Recommendations; Does not meet the requirement of credibility as identified; More than 50% of the qualities are average, below average, or poor. 0 points
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***“For success,
attitude is equally as
important as ability.”***

- Walter Scott