

Spring 2020 Traditional BSN Application Packet

Application Deadline: September 2, 2019

Applications must be fully complete according to instructions. Students who submit incomplete applications will be notified via WSU email and a phone call and given 3 business days to submit what is missing.

Decision letters will be mailed and emailed by: October 18, 2019

Questions regarding application can be directed to 316-978-3610 or nursing.undergraduate@wichita.edu

1.) Program Application Eligibility Requirements

PLEASE NOTE: It is recommended that applicants meet with an advisor very early in the application process. **It is the applicant's responsibility to ensure that requirements are met and that the nursing application is complete.**

Applicants must meet these requirements **at the time of application submission:**

- Student must be **fully admitted** to Wichita State University as a degree-bound student. Admission applications cannot be in progress when this application is submitted.
 - o <https://www.wichita.edu/admissions/>
- Meet minimum academic requirements:
 - o Overall GPA of 2.75 or higher
 - o WSU GPA (if applicable) of 2.00 or higher
- Meet one of the following minimum standardized testing requirements:
 - o TEAS minimum scores – all 4 sections met in one sitting
 - Math 63%, Science 45%, English 60%, Reading 69%
 - o ACT minimum composite score of 27 or higher
 - o SAT minimum composite score of 1125 or higher
- Transfer coursework has been evaluated and approved as equivalent
 - o It is **HIGHLY RECOMMENDED** that applicants contact the CHP Advising Center **at least one month prior to application deadline** at chp.advisor@wichita.edu or 316-978-3304, option #2. A CHP advisor can review your transcripts and determine your eligibility.
 - o Transfer courses and course substitutions **MUST** be evaluated by the department **prior to the application deadline**. This process can take up to 4 weeks.

2.) Submission Instructions

Completed applications must include:

- Pages 7 through 12 of the nursing application packet
- Official transcripts from all institutions the student has attended **outside WSU**
 - a. Paper transcripts must be sealed – either mailed or handed in with the packet
 - b. Preferred method - Electronic transcripts must be sent directly from the school to nursing.undergraduate@wichita.edu
- TEAS/ACT/SAT score report
- Proof of licensure, if applicable

Submission options:

Applicants can submit their application via the following:

- Drop off in person to Kelly Eden in Ahlberg Hall 541A
- Drop off to the orange nursing deposit box on the 5th floor of Ahlberg Hall (available after hours as well)
- Mail to (must be postmarked by September 2, 2019):
School of Nursing
1845 Fairmount, Box 41
Wichita, KS 67260-0041

Notifications:

Applicants will be notified via email their application has been received within 5 business days from the date of drop-off or date it is received in the mail.

Do not:

- Email your application packet
- Slide your application under a door or leave it outside an office
- Include resumes or reference letters – they will be removed

3.) Application Ineligibility

Nursing applications can be deemed ineligible due to several reasons.

The following reasons make an application ineligible at the time of application:

- Not fully admitted at time of application
- Does not meet minimum GPA requirements (see page 1)
- TEAS, ACT composite or SAT composite scores below the minimum
- Failing to submit updated paperwork after the 3 business day deadline given by the School of Nursing

The following reasons make an application ineligible, but students will be allowed to resubmit within a given deadline:

- Application is incomplete – missing required pages
- Missing official transcripts from institutions outside WSU

3.) Selection Criteria for Conditional Acceptance

The following areas are considered in the selection process, ranked in order of priority:

1. Cumulative GPA
2. Grades in the following science courses – Chemistry, Anatomy and Physiology, and Microbiology
3. Cultural diversity experience
4. Hands-on patient care related work experience
5. Previous degree (baccalaureate or higher) awarded at time of application

4.) Conditional Acceptance

Students who have been granted conditional acceptance will be required to secure their space and meet all final admission requirements. To secure your space students with conditional acceptance will:

- Pay a \$100.00 deposit no later than November 14, 2019
- Complete Nursing Readiness online modules and quiz no later than November 21, 2019. Students will be emailed access to these modules.
- Complete a background check with our third party vendor CastleBranch by December 16, 2019. (see Background Check under Additional Information, pg 5).
- For all courses taken outside of WSU, Official Transcripts showing final grades, including fall final grades, must be received by the Nursing office by Jan. 8.
- Meet all final admission requirements by January 17, 2020. These final requirements include:
 - o All official transcripts showing fall grades are sent to the Nursing office
 - o Meet minimum academic requirements:
 - Overall GPA of 2.75 or higher
 - WSU GPA (if applicable) of 2.00 or higher
 - o Complete all prerequisite course with a grade of C or better
 - o Minimum cumulative grade point average of 3.00 in 5 science courses – Chemistry, Anatomy and Physiology, Microbiology, Pathophysiology and Clinical Pharmacology
- Have no more than 6 credit hours (2 classes) of **general education** courses left to complete during nursing program
- Attend Nursing Orientation on January 17, 2020

5.) Application Instructions

Required attachments to application:

- Proof of scores printed out.
 - o TEAS score report showing the individual scores in all 4 sections
 - Minimum Math 63%, Science 45%, English 60%, Reading 69%
 - All 4 sections **MUST** be passed in one sitting
 - We **no longer** accept TEAS V scores
 - Scores cannot be sent electronically – a report must be printed out
 - Sample score reports are available at <http://webs.wichita.edu/?u=nursing&p=/undergraduate/bsn/>
 - o ACT or SAT composite score – applicants can print their scores in one of two ways
 - Access scores on file with WSU through student’s myWSU portal
 - Access student’s account through act.org
- **For all students who have taken courses outside WSU** – official transcripts from all institutions the applicant has attended.
- **IF APPLICABLE**, proof of licensure for healthcare experience. This only applies to those who have earned licensure and work in a position which requires said licensure. For example, CNA, CMA, LPN, etc. **No proof of licensure means no credit for healthcare experience.**

All pages must be completed.

Please refer to these instructions in the application and plan of study samples available on the Nursing BSN webpage

<http://webs.wichita.edu/?u=nursing&p=/undergraduate/bsn/>

6.) Transcripts

If ordering an e-transcript from National Student Clearinghouse, please follow these instructions:

1. Begin order by selecting Wichita State University as the recipient
2. Select “Other” from the drop-down menu
3. Input nursing.undergraduate@wichita.edu as the email recipient

Following are the most common questions regarding transcripts.

1. If all my official transcripts are already here (on file with WSU), do I need to send my transcripts to Nursing?
 - a. No. Please double check to make sure **ALL** your transfer coursework is on file before submitting an application. This prevents further delays in processing your application.

2. Do I need to send my WSU transcript?
 - a. No – we are able to access WSU records.
3. I sent my official transcripts to admissions just recently. Do I also need to send them to Nursing?
 - a. No, although the office will notify you if anything is missing.
4. I'm currently taking classes at another school. Should I send an official transcript?
 - a. No – generally, official transcripts don't show courses in progress. **However**, you will need to send an unofficial printout showing proof of enrollment.
5. I sent official transcripts a semester ago or more. I didn't take any more courses since. Do I need to send an official transcript?
 - a. No.
6. I sent official transcripts over a semester ago. I kept taking courses at that school – do I need to send another official transcript?
 - a. Yes, new coursework must be on file.
7. Do I need to send proof of enrollment if I'm taking courses at WSU?
 - a. No, we only need documentation of enrollment at other schools. We can access WSU records.

7.) Additional Information

Graduation credits:

In order to graduate with a bachelor's degree from Wichita State University, the following requirements must be met:

- 120 credit hours total
- 60 hours from a 4-year institution
- General Education curriculum
- All official transcripts must be on file with the WSU Registrar's Office

Nursing has 54 credit hours, so students should be aware they may have to take up to an additional 6 credit hours at WSU to meet the 60 hours requirement.

Background Check:

Once admitted, a criminal background check is required prior to enrollment in the nursing curriculum as a condition for participation in practicum courses classes. A **Social Security Number is required** to conduct a valid background check. Information on this background check will be made available online in the Nursing Preparation Modules.

For a variety of reasons, students enrolled in Wichita State University's School of Nursing are required to submit to a criminal background check following acceptance to the program, but prior to beginning practicum rotations. Students will not obtain a background check on their own, the School of Nursing will provide information on how

to obtain a background check. Students are responsible for the cost of the background check and any subsequent required background checks while enrolled in the nursing program. The School of Nursing reserves the right to request another background check at any point in a student's program, at the student's expense.

Technical Standards:

The WSU SON has technical standards that each student must meet with or without reasonable accommodations. A reasonable accommodation is a modification or adjustment to an instructional activity, equipment, facility, program or service that enables a qualified student with a disability to have an equal opportunity to fulfill the requirements necessary for graduation from the nursing program. To be eligible for accommodations, a student must have a documented disability of (a) a physical or mental impairment that substantially limits one or more major life activities of such individual; (b) a record of such impairment; or, (c) be regarded as having such a condition. Students who believe they are eligible for an accommodation must contact the Office of Disability Services. Applicants may refer to the Technical Standards PDF on the WSU Nursing website

<http://webs.wichita.edu/?u=nursing&p=/undergraduate/bsn/>

Licensure:

Upon successful completion of the nursing program, graduates apply to the Kansas State Board of Nursing to take the national licensing examination (NCLEX) to be licensed as a registered nurse. Individuals with a misdemeanor or felony history should be aware that Kansas, or other states, may deny them permission to take the NCLEX-RN exam. Those with felonies against persons will be denied permission to take the NCLEX-RN examination. Individuals wanting more information are encouraged to review the legal issues reference packet located at

<https://ksbn.kansas.gov/administrator-resources/>

Notice of Nondiscrimination:

Wichita State University does not discriminate in its employment practices, educational programs or activities on the basis of age (40 years or older), ancestry, color, disability, gender, gender expression, gender identity, genetic information, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation, or status as a veteran. Retaliation against an individual filing or cooperating in a complaint process is also prohibited. Sexual misconduct, relationship violence and stalking are forms of sex discrimination and are prohibited under Title IX of the Education Amendments Act of 1972. Complaints or concerns related to alleged discrimination may be directed to the Director of Equal Opportunity or the Title IX Coordinator, Wichita State University, 1845 Fairmount, Wichita, KS 67260, telephone 316-978-3187.

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Last First Middle Other (Maiden, etc.)

MyWSU ID: _____

Social Security # (last 4 digits): _____

WSU email: _____@shockers.wichita.edu

Other email: _____

Cell phone: _____ Home phone: _____

Mailing address:

Street Address City State Zip

Do you have a previous bachelor's degree? Yes No

Are you a first generation college student (neither parent has earned a bachelor's degree)? Yes No

Signature: _____ Date: _____

WSU Nursing Application: Degree Check Sheet Instructions and Information-page 1

NAME _____ WSUID _____

Previous bachelor's degree earned**: Yes No

**At the time the application is submitted - if in progress, select No.

Please list all colleges/universities/vocational schools attended.	Is course work posted to your WSU academic record? See unofficial transcript or Degree Works audit.		Any transcripts for course work not posted to your WSU academic record must be included with your application. See submission instructions on page 2.
	PLEASE CHECK YES OR NO.		
	YES	NO	
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Applicants can look up coursework in several ways:

- Access unofficial transcripts through a school's student portal. For example, WSU's student portal is myWSU.
- Contact the school's Registrar Office or Advising Office to request a copy of the unofficial transcript.
- Use WSU's DegreeWorks system through the myWSU portal in the myClasses section. Instructions on how to access and read DegreeWorks are in myWSU as well.

All columns must be filled out. There is a sample available online at

<http://webs.wichita.edu/?u=nursing&p=/undergraduate/bsn/>.

- If the course is in progress (IP) or planned (PL), list IP or PL in the "Grade" column.
- If a course has been repeated, list the most recent attempt.
- Use original course numbers. *For example, if College Algebra was completed at Butler Community College, list Butler's MA 135, not WSU's MATH 111.*

General educational requirements:

- Transfer students should confirm with a CHP Advisor that general education is met.
- Students who have completed an AA or AS through a Kansas Community College may choose to fulfill general education requirements by completing two 300-level TIER 3 courses at Wichita State University (see WSU curriculum below).
www.wichita.edu/generaleducation
- General education requirements are waived for students with a previous bachelor's degree. **Proof of previous degree must be on file with WSU via official transcripts at time of application.**

Students must type or write legibly. An illegible plan of study will be ineligible.

The plan of study page must be completed by the applicant. Pages completed by an Academic Advisor will not be accepted.

WSU Nursing Application: Degree Checksheet-page 2

Name:

WSU ID:

General Education FOUNDATION		Course#	Cr.Hrs	Grade	Sem/Yr	College
<i>Foundation courses must be complete with a grade of 'C' or higher (≥ 2.0).</i>	*ENGL 101 College English 1					
	*ENGL 102 College English 2					
	*COMM 111 Public Speaking					
	*MATH 111 College Algebra or *MATH 112 Pre-Calculus Math					
SCIENCE PREREQUISITES		Course#	Cr.Hrs	Grade	Sem/Yr	College
<i>Completion of Chemistry, A&P, and Microbiology prior to application deadline is recommended. Cumulative science GPA must be ≥ 3.0 once courses complete.</i>	*CHEM 103 or CHEM 211 Chemistry/Lab					
	*BIOL 223 or HS 290 Human Anatomy & Physiology/Lab					
	*BIOL 220 Microbiology/Lab					
	HS 400 Pathophysiology					
	HS 301 Pharmacology					
ADDITIONAL PREREQUISITES		Course#	Cr.Hrs	Grade	Sem/Yr	College
*Intro Philosophy (<i>PHIL 100, 105, 125, 144, 327</i>)						
*PSY 111 General Psychology						
*SOC 111 Intro to Sociology						
*PSY 325 Develop. Psychology (<i>lifespan study req'd</i>)						
±HP 203/303 Medical Terminology						
HS 331 Dietetics and Nutrition						
Statistics (<i>*STAT 370, PSY 301, ECON 231</i>)						
<i>*These courses may fulfill general education requirements</i>			<i>± Medical Terminology is waived for LPNs and MICTs.</i>			

WSU GenEd CURRICULUM -All students may follow this curriculum.						
<i>¹If FS chosen, course must be in one of these divisions: Fine Arts/Humanities or Math/Natural Science.</i>						
<i>If I+P chosen, course must be in a subject other than 1st I+P.</i>						
	Course#	Cr.Hrs	Grade	Sem/Yr	College	
Intro Fine Arts:						
Intro Humanities (2 nd subject-not PHIL):						
Tier 3 Issues and Perspectives (I+P):						
¹ Tier 3 Further Study (FS) or I+P:						
-OR-						
KBOR GenEd CURRICULUM -Transfer students may choose the Kansas Board of Regents curriculum if:						
<i>Admitted to WSU as a transfer student -AND- has completed 24 or more credit hours after high school graduation.</i>						
	Course#	Cr.Hrs	Grade	Sem/Yr	College	
Fine Arts/Humanities (1 st subject-not PHIL):						
Fine Arts/Humanities (2 nd subject-not PHIL):						
Fine Arts/Humanities (any subject):						
Social/Behavioral Science (not PSY or SOC):						
Ex: ANTH, CJ, ECON, ETHS, GEOG, POLS, SCWK						

Cultural Diversity Experience

Name: _____ WSUID: _____

Fill out any applicable diversity experience. Applicants may attach additional pages instead of writing responses by hand. If no diversity experience, mark the “No” box in all 5 sections. Students must write legibly to be counted.

Criteria	Yes	No
1. Been outside the United States for work or educational purposes?	Country: _____ Reason: _____	
2. Been an exchange student in another country or hosted an exchange student from another country? <input type="checkbox"/> Hosted student <input type="checkbox"/> Was exchange student	Country: _____ Dates: _____	
3. Worked directly with people who have a mental or physical disability?	If yes, what organization provided the structure and support for your work? Describe your experience and time commitment:	
4. Participated directly in a service or mission project with underserved populations in the US or other countries? <i>Example: Individuals who are homeless, families of poverty, etc.</i>	If yes, what organization provided the structure and support for your project? Describe your experience and time commitment:	
5. Are you fluent in another language?	Language: _____ Are you a native speaker: _____ If not a native speaker, how long have you studied the language?	

If needed, you may attach an additional page to describe these experiences.

Healthcare Experience

Name: _____ WSUID: _____

Fill out applicable healthcare work experience. Work experience must include patient care. **If listing a position that requires licensure, students must attach proof of licensure to application.** Students may attach additional pages describing job duties or experience if necessary.

Check as applies (√)		Place of Employment	Start Date (Month/Yr)	End Date (Month/Yr)	Contact Person/ Telephone #
	Certified Medication Aide				
	Certified Nurse Aide				
	EMT/EMICT				
	Home Health Aide				
	Licensed Practical Nurse				
	Medical Assistant				
	Military Corpsman or Medic				
	Patient Care Technician				
	Phlebotomist				
	Surgical Technologist				
	Dental Assistant				
	Ophthalmology Technician				
	Other:				

Please describe your duties:

Name: _____ WSUID: _____

Please review this checklist and sign below before submitting your application.
A complete application must be submitted on or before **September 2, 2019.**

Please CHECK BOXES (✓) to verify that the requirements below are met.

Minimum Requirements

- Admitted to Wichita State University as a degree bound student.
- Overall GPA 2.75 or higher; WSU GPA 2.0 or higher.
- Most recent transcripts on file from ALL colleges/universities/vocational schools outside of WSU.
- I understand that I must have grades of C/2.0 or higher in each prerequisite course at point of program entrance.
- I understand that I must have a 3.0 cumulative science GPA at point of program entrance (see page 3 for more information).
- TEAS (Test of Essential Academic Skills), ACT or SAT scores are attached and minimum scores are met:
Minimum standardized scores:
 - ATI TEAS scores (met in 1 sitting): Math 63%, Science 45%, English 60%, Reading 69% or
 - Minimum ACT Composite Score: 27 or
 - Minimum SAT Composite: 1125

I understand that a complete application is required in order to be considered as a candidate for the Spring 2020 nursing class.

Signature: _____ **Date:** _____