

LPN-RN Track

Admission Packet — 2024



RCSJ.edu



1400 Tanyard Road, Sewell, NJ 08080

LPN-RN Track

2024

FACT SHEET

Portfolios Accepted: *July 10, 2023 – September 15, 2023*

Portfolio Deadline: *September 15, 2023 at 5:00 p.m.*

All Admissions Decisions Sent: *October 16, 2023*

The LPN-RN Track is for Licensed Practical Nurses who have an active PN License in good standing who wish to become a Registered Nurse.

- This packet is exclusive for applicants seeking admission into the Spring 2024 LPN-RN Track of the Nursing Program on either the Gloucester or Cumberland Campus
- Applicants may only apply to **one** selective admission program per application cycle
- Applicants may only submit an LPN-RN Track Program portfolio to **one** campus
- Applicants must be 18 years of age as of the first day of the Spring 2024 semester
- All science courses must be taken from 2019–present
Online course instruction for Anatomy I and Anatomy II not acceptable at another college prior to Spring 2020
- All applicants must provide a copy of their valid PN license in good standing at time of portfolio submission.
- All applicants must graduate from an accredited Practical Nursing program.
- Students who do not complete the program within three years must wait five years before reapplying to the Nursing Program.
- All students accepted to the LPN-RN Track **must** be vaccinated for COVID-19.

Information presented in this packet supersedes ALL other information obtained by the applicant and is accurate at the time of publication.



Nursing and Health Professions

Dear LPN-RN Applicant,

On July 1, 2019 Rowan College of Gloucester County and Cumberland County College merged to become Rowan College of South Jersey.

As a result of the merger, the New Jersey Board of Nursing has mandated that one Nursing curriculum be developed. Faculty have spent many hours reviewing the most contemporary health care practices in the creation of the new curriculum. Approval from the Board of Nursing was received in October of 2020 to begin offering the new program in fall of 2021.

Both the Cumberland and Gloucester Nursing programs continue to be accredited by the New Jersey Board of Nursing and the Accreditation Commission for Education in Nursing (ACEN).

The LPN educational and clinical experience is a valuable asset to the nursing profession. Continuing your education is commendable. The LPN-RN transition course will guide your professional development as you enhance your knowledge. Applicants begin nursing courses in the winter semester, then progress to the second semester of the nursing program. This course of study is designed to be completed in three semesters.

Part of the admission requirement to the nursing program at RCSJ is your attendance at an information session. This is a critical part of not only the application process but your success in the program should you be accepted. The nursing program requirements will be explained and applicants will have an opportunity to ask and have questions answered.

Graduates from the nursing program at RCSJ earn an Associate in Applied Science degree in Nursing. Upon successful program completion, graduates are eligible to apply to take the National Council Licensing Examination (NCLEX-RN) and to apply to a State Board of Nursing for licensure as a Registered Nurse.

Best wishes as you begin the process toward a successful future.

Sincerely,

Dr. S. Hall

Susan Hall, Ed.D., MSN, RN, CNE
Dean, Nursing and Health Professions
Cumberland and Gloucester Campuses

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<p>Disclaimer – The content and requirements of this admission packet may be altered at any time at the discretion of the College. This packet was checked for accuracy at the time of printing but should not be considered a contract between the College and the student.</p>
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Section I:

A.A.S., Nursing, LPN-RN Track Program Information

- Important Information
- Program Accreditation Status
- Campus Merger Statement
- State Board of Nursing Requirements for Licensure
- Nursing Programs Standards
- Health Requirements
- Curriculum (*A.A.S., Nursing, LPN-RN Track Program of Study*)
- Nursing (NURS) Course Descriptions
- General Education Courses
- GPA Requirement
- Letter Grades

Important Information

The information in this packet is for applicants planning to enter the
LPN-RN Track Program beginning in January 2024

Portfolios Accepted: July 10, 2023 – September 15, 2023

Portfolio Deadline: September 15, 2023 at 5:00 p.m.

All Admissions Decisions Sent on or about: Monday, October 16, 2023

Admissions decisions will be sent to the applicant's campus specific RCSJ email account

— IMPORTANT —

The College is not responsible for any applicant who does not follow the instructions printed in this packet.

Responsibility for correctly completing the LPN-RN Track application process, both general and selective admissions, lies with the applicant. Failure to do so will result in an incomplete portfolio.

Applicants to the program must fulfill all listed admission criteria for both general and selective admissions. While admission is competitive on both campuses, acceptance depends on the size and qualifications of the applicant pool. Please note that meeting or exceeding all admission criteria does not guarantee acceptance to the program.

Admission requirements for the program are subject to change each year. All applicants to the program must meet the requirements of the year in which they apply, including those who have previously applied to or who currently are enrolled at Rowan College of South Jersey.

Applicants may contact RCSJ at SelectiveAdmissions@rcsj.edu for answers to general questions about the process described in this packet. Information in this packet reflects policies and procedures which must be followed to be considered for admission into the 2024 LPN-RN Track Program.

The information presented in this packet supersedes all other information obtained by the applicant and is accurate at the time of publication.

The Rowan College of South Jersey Nursing Program

is approved by

Division of Consumer Affairs

New Jersey State Board of Nursing

124 Halsey Street, P.O. Box 45010

Newark, NJ 07101

973-504-6430

<http://www.njconsumeraffairs.gov/nur/pages/default.aspx>

2021 New Jersey Board of Nursing

granted Approval until 2028

The Associate of Applied Science (A.A.S.)

degree nursing program is accredited by the:

Accreditation Commission for Education in Nursing (ACEN)

3390 Peachtree Road NE, Suite 1400

Atlanta, GA 30326

404-975-5000

acenursing.org

Accreditation Commission for Education in Nursing (ACEN)

Gloucester Campus Year of Initial Accreditation: 1972 | Cumberland Campus Year of Initial Accreditation: 1969

Continuing Accreditation:

Last Evaluation Visit: October 5–7, 2022 | Most Recent Action: April 2022 | Next Evaluation Visit: Spring 2025

Campus Merger Statement

On July 1, 2019 the former Cumberland County College and Rowan College of Gloucester County, merged to become Rowan College of South Jersey. Due to the merger, the New Jersey Board of Nursing required the two programs to join and create one unified curriculum.

The Board of Nursing approved the new curriculum in fall of 2020, with the first cohort admitted in fall 2021. The same curriculum is offered on both the Cumberland and Gloucester campuses.

Students can complete general education courses (non-NURS courses) at either the Gloucester or Cumberland campus or transfer the courses from another institution.

However, students must choose one campus to complete their NURS course requirements. Applicants will designate their campus choice on the Nursing Application.

Admission to the LPN-RN Track of the Nursing Program is highly competitive across both campuses. There is no guarantee of admission, even if an applicant exceeds minimum admissions criteria in one or more areas. Applicants who submit a portfolio to both campuses for the 2024 LPN-RN Track Program will be disqualified for entry on both campuses.

Course schedules may vary between campuses and are subject to change each semester. Applicants should take travel time to class and clinical sites into consideration when choosing a campus.

Students are required to provide their own transportation for clinical experiences. Clinical placements can be located within a 90-minute radius from Rowan College South Jersey.

State Board of Nursing Requirements for Licensure

Applicants to the Nursing Program are advised that State Boards of Nursing regulate licensure for Registered Nurses. Requirements established by the Board of Nursing in the state where the person is seeking licensure must be met before the state will issue a license to practice. To be considered for licensure, all applicants must pass NCLEX-RN.

The New Jersey Board of Nursing Statute N.J.S.A 45:11-26 states, "An applicant for license to practice professional Nursing shall submit to the board evidence in such form as the board may prescribe that said applicant: (1) has attained his or her eighteenth birthday; (2) is of good moral character, is not a habitual user of drugs and has never been convicted or has not pleaded nolo contendere, non vult contendere or non vult to an indictment, information or complaint alleging a violation of any Federal or State law relating to narcotic drugs; (3) holds a diploma from an accredited 4-year high school or the equivalent thereof as determined by the New Jersey State Department of Education; (4) has completed a course of professional Nursing study in an accredited school of professional Nursing as defined by the board and holds a diploma therefrom."

(Source: Laws and Regulations, New Jersey Board of Nursing, Division of Consumer Affairs, N.J. Department of Law & Public Safety, revised online 10/26/15 current as of 11/3/20)

The New Jersey Board of Nursing requires information for licensure as a Registered Nurse in New Jersey:

1. Graduation from an approved school of professional Nursing
2. Criminal History Background Check clearance (*N.J.S.A. 45:1-30 et seq*)
3. Status of child support
4. Passing the NCLEX-RN Examination
5. Completed questionnaire on medical conditions, including the use of controlled substances within two years prior to applying for licensure

Source: Confirmed by NJ Board of Nursing communication dated 11/4/2020.

The New Jersey Board of Nursing is located at 124 Halsey Street, 6th Floor, Newark, NJ. The mailing address is P.O. Box 45010, Newark, NJ 07101.

For complete information, contact:

NJ Board of Nursing: www.njconsumeraffairs.gov/nur/Pages/default.aspx

NJ Application for Licensure: www.njconsumeraffairs.gov/nur/Pages/applications.aspx

Additional information on all State Boards of Nursing is available through the National Council of State Boards of Nursing website: ncsbn.org on the Nursing Registration link.

Each state Board of Nursing has the right to deny or defer licensure if the applicant does not fulfill all requirements for licensure.

Complaints may be addressed to the Board of Nursing and the ACEN at their respective address.

Program Standards

Students must complete the Nursing Program in three years from the start of the first Nursing course. Students who do not complete the program within three years must wait five years before reapplying to the Nursing Program. A minimum grade of "C+" is required in all courses in the Nursing Program of Study including General Education and Science courses and students must maintain a cumulative GPA of 2.5 to remain in the Nursing Program. Students must satisfactorily complete all 100-level Nursing courses and Anatomy & Physiology I and II (BIO 105/BI 106 and BIO 106/BI 107) to progress to 200-level Nursing courses. All NURS courses must be taken in sequence.

Nursing students must meet all pre-requisite, co-requisite, and grade requirements for each college course listed in the Nursing Program of study to advance through the Nursing Program. Course pre-requisites and co-requisites are specified in the RCSJ Academic Catalog. Students who register for college courses must complete prerequisite course requirements before entering the Nursing Program. Students who do not meet the pre-requisite and co-requisite course requirements, the required course sequence, and/or grade requirements will not be able to progress in the Nursing Program.

Medication administration is one responsibility of the student and professional nurse. Students are required to demonstrate competency in calculating medication dosages to ensure safe administration. Errors in calculating dosages pose a threat to patient safety. Students will be instructed and tested in dosage calculation each semester to remain in the program. Each semester, Nursing students are required to demonstrate math competency. Once accepted into the Nursing Program, information on math competency will be provided during the Division Nursing orientation sessions.

- One outcome of the Nursing Program is that graduates will use technology and information systems appropriately and effectively. To fulfill this outcome, students will demonstrate computer literacy and apply technology to meet course requirements. It is recommended that students have access to a computer with internet. (*Note: AOL is **not** compatible with many of the applications*) Computers are available to students on the RCSJ campus.
- Nursing students are required to meet specific health standards. **Nursing applicants are notified of comprehensive health requirements upon acceptance to the program.** Health requirements are based on the recommendations of the Center for Disease Control and Prevention (CDC) requirements for healthcare providers. **The completed health packet is due no later than December 8, 2023 at 12 p.m.** All blood work should be drawn by **November 17, 2023**. Failure to submit a completed health packet will result in forfeiting the acceptance offer. Clinical agencies reserve the right to require additional health screenings. Students are responsible for all health screening costs.
- Nursing students must maintain current CPR certification while in the Nursing Program. The level of CPR is **Basic Life Support (BLS) for the Healthcare Professional** and is ONLY acceptable through the American Heart Association. **RCSJ offers a one credit course, Healthcare Provider Emergency Response with BLS Certification on both campuses to meet this requirement. Gloucester Campus can take HPE 105 and Cumberland Campus students can take HS 106.**
- Clinical agencies require criminal history background checks (CHBC) for all individuals engaged in patient care. A component of the CHBC includes a urine drug screen. Upon acceptance into the Nursing Program, students must complete the **CHBC and the urine drug screen by the due date of October 30, 2023**. Students are responsible to pay all fees associated with the CHBC.
- CHBC results are sent to the clinical agencies who have sole discretion to determine whether the student may engage in patient care at the agency. (*Source: Rowan College South Jersey's Administrative Rule/Regulation: 8103*)
- If a student is denied the opportunity to participate in the clinical agency as a result of CHBC findings, the student will be dismissed from the Nursing Program and referred to Student Services to explore other career options.

Health Requirements

Students who are accepted into the Nursing Program will be required to complete a comprehensive health packet. The packet consists of medical clearance from a licensed health care provider. The clearance will attest that the provider is stating that the student may participate in all clinical activities without restriction. Activities include but are not limited to:

- Satisfactory cognitive and emotional functioning to ensure patient safety and exercise independent judgment and discretion in performing assigned responsibilities.
- Ability to stand for long periods of time and safely move immobile patients.
- Ability to bend, stoop and lift to deliver safe patient care.
- Sufficient bilateral finger movement to manipulate medical equipment.
- Ability to communicate effectively in a timely manner related to speaking, writing and reading.
- Sufficient hearing to communicate with patients, the healthcare team and to monitor medical equipment pertaining to patient care.
- Sufficient eyesight to observe patients in low lighting, read medical records, perform computer tasks and manipulate medical equipment.



Curriculum (Program of Study)

Rowan College of South Jersey Division of Nursing and Health Professions
Graduation Control Sheet

Nursing, LPN-RN Track Program – Gloucester/Cumberland Campuses Associate in Applied Science (A.A.S.)

This program combines general education with nursing courses to prepare currently Licensed Practical Nurses for entry-level nursing practice. Upon successful completion of the program, graduates are eligible to apply to take the National Council Licensing Examination (NCLEX-RN) and to apply to a Board of Nursing for licensure as a Registered Nurse. The Nursing program is accredited by the New Jersey Board of Nursing and the Accreditation Commission for Education in Nursing.

The following courses must be completed prior to starting the LPN-RN Program			Credits
____ ENG 101 / EN 101	English Composition I		3
____ BIO 105 / BI 106	Anatomy & Physiology I		4
____ PSY 101 / PY 101	General Psychology		3
			10
Winter Semester			
____ NURS 115	LPN to RN Bridge		3
Additional nursing credits are granted upon completion of LPN to RN Course			4
			7
Spring Semester			
____ ENG 102 / EN 102	English Composition II		3
____ BIO 106 / BI 107	Anatomy & Physiology II		4
____ NURS 120	Nursing II		9
____ NURS 121	Nursing II Lab		1
			17
SECOND YEAR – Fall Semester			
____ BIO 215 / BI 203	Microbiology		4
____ NURS 230	Nursing III		8
____ NURS 231	Nursing III Lab		1
			13
Spring Semester			
____ NURS 240	Nursing IV		7
____ NURS 245	Transition to Practice		4
____ NURS 210	Nursing Global Issues and Trends		2
			13
Total Minimum Credits:			60

Nursing is a selective admission program. Students must be accepted to the program prior to registering for any NURS courses. Admission packets are available online on the Selective Admissions website.

Clinical agencies require criminal history background checks (CHBC) and urine drug screening (UDS) for all individuals engaged in patient care. All students must undergo a CHBC and UDS upon acceptance into the Nursing Programs. CHBC and UDS results are sent to the clinical agencies, who have the sole discretion to decide if the student may engage in patient care at the agency. If a student is denied the opportunity to participate in the clinical agency as a result of the findings of the CHBC and UDS, the student will be dismissed from the Nursing Program.

Students must satisfactorily complete all 100-level Nursing courses and Anatomy & Physiology I and II to progress to 200-level Nursing courses. Students who do not meet pre-requisite and co-requisite course requirements, and/or grade requirements will not be able to progress in the Nursing Program.

Students must complete the Nursing Programs in three years from the start of the first Nursing course. Students who do not complete the program within three years must wait five years before reapplying to the Nursing Programs. A minimum grade of "C+" is required in all courses in all Nursing courses and Science courses.

CONTROL SHEET EFFECTIVE WITH CLASSES ENTERING 9/2021

Nursing (NURS) Course Descriptions

LPN to RN Bridge NURS 1153 credits

This course introduces the Licensed Practical Nurse to the role of the registered professional nurse and is the foundation for all subsequent nursing courses. The nurse's role in promotion, maintenance and restoration of health is explored within the context of a research and practice-oriented profession in addition to teamwork, collaboration, and effective communication. Nursing trends, the teaching learning process and the art and science of caring are discussed. Legal and ethical aspects of the profession are explored. A component of this course will familiarize the student with technology utilized within RCSJ and the Nursing Program. **NOTE: Upon successful completion of NURS 115 LPN-RN students will matriculate into generic track.**

Nursing II NURS 1209 credits

This course builds on previously acquired knowledge and learned behaviors of health, wellness promotion and disease prevention. Students will implement evidence-based practice to provide safe and effective care to adults and childbearing and childrearing families. Concepts from pharmacology, nutrition, pathophysiology and safety across the lifespan are utilized to provide care in a variety of healthcare settings.

Nursing II Lab NURS 1211 credits

This course builds on acquired knowledge and learned behaviors and requires the demonstration of clinical Nursing skills necessary for student progression. Laboratory exercises incorporate real world situational experience with healthcare professionals on the College campus.

Nursing III NURS 2308 credits

This course builds on previously acquired knowledge and learned behaviors of health, wellness promotion and disease prevention. Students will collaborate with a variety of healthcare team members to provide safe and effective care to patients across the lifespan and includes an emphasis on mental and behavioral well-being. Concepts from pharmacology, nutrition, pathophysiology and safety across the lifespan are incorporated to provide care in a variety of healthcare settings.

Nursing III Lab NURS 2311 credit

This course focuses on the performance of complex advanced Nursing skills necessary for student progression. The expansion of knowledge and behaviors is integrated. Laboratory exercises incorporate real world situational experience with healthcare professionals on the College campus.

Nursing Global Issues and Trends NURS 2102 credits

This course focuses on current Nursing issues and trends with a global perspective. Topics include the evolution of Nursing practice, leadership strategies and clinical decision-making skills based on ethical and legal principles of care.

Nursing IV NURS 2407 credits

This course incorporates all concepts of previously acquired knowledge and learned behaviors of health, wellness promotion and disease prevention. The student learns to analyze, synthesize and evaluate complex and advanced concepts from pharmacology, nutrition, pathophysiology and safety across the lifespan. Clinical activities are in a variety of healthcare settings.

Transition to Practice NURS 2454 credits

This course focuses on integration of knowledge, continued development of clinical judgment and life-long learning. It provides students with an opportunity for a concentrated capstone clinical experience in a selected area with an individual Registered Nurse Preceptor. Learning through experience is emphasized while preparing students for transition to Registered Nurse practice.

General Education Courses, GPA and Letter Grades

General Education Courses

An applicant may enroll in general education courses at the College prior to acceptance into the Nursing Program. Please note enrollment in general education courses at the College does not guarantee acceptance to the LPN-RN Track Nursing Program. Any general education (non-NURS) courses can be taken prior to program application. Applicants may use the College Level Examination Program (CLEP) to meet the general education course work requirement if the total score is equal to or greater than the ACE Recommended Credit-Granting Score.

For more information and arrangements to take a CLEP subject exam please contact the RCSJ Gloucester Testing Center at 856-415-2268 or email ssc@rcsj.edu or contact the RCSJ Cumberland Testing Center at 856-200-4648 or email testing@cc.rcsj.edu.

A student who has no previous experience with health care terminology may consider taking one of the courses offered at the College to increase their competency in this area. Gloucester Campus students can take ALH 102, Medical Terminology (3 credits), and Cumberland Campus students can take HS 102, Medical Terminology (3 credits). Both courses provide students with a working vocabulary of medical terms.

A student who has limited or no computer experience should consider taking one of the computer courses offered at the College which will provide you with knowledge of Microsoft Office Professional for Windows and experience with the internet. Gloucester campus students can take CIS 102, Introduction to Computers (4 credits), and Cumberland campus students can take CS 101, Introduction to Microcomputers (3 credits).

Math skills, including algebraic equations, are essential to succeed in the Nursing Program. Students interested in taking additional math courses to improve their skills should consult with their academic advisor for course suggestions.

GPA Requirement

A cumulative grade point average of at least 2.50 is required for consideration for admission into the program. Verification of the student's cumulative GPA must be documented by submitting an official transcript from your last school of attendance.

There is no rounding of the cumulative GPA. The cumulative GPA is calculated to the hundredth digit.

- **Example:** a 2.49 GPA is not considered a 2.50
- **Example:** a 2.578 GPA will be a 2.57

Attention Current RCSJ Students: Please be aware that the RCSJ student's cumulative GPA must be a 2.50 or higher to start the Nursing Programs. At the time of application, if prior coursework prevents the student's cumulative GPA at RCSJ from being a 2.50 or higher, please contact your Academic Advisor for options.

Letter Grades

Some colleges do not operate on the plus or minus grading scale. Students transferring coursework from a college that does not use a plus or minus grading scale will need to earn a letter grade of "B" or better for coursework in the Generic Nursing Programs that requires a minimum grade of "C+." This also applies to students who used Excelsior College to update the content of their expired A&P or Microbiology courses. For more clarification on this policy, students can contact SelectiveAdmissions@rcsj.edu.



Section II:

Admissions

- Frequently Asked Questions
- General Admissions, Gloucester & Cumberland Campuses
- Portfolio Requirements
- Selective Admissions Ranking Criteria
- 2024 Information Session Dates and Registration Information
- HSRT-AD Exam Information and Registration Information
- Transcript Policies
- Transfer Credits
- Science Course Transfer Policies & Verification of Instruction Method
(for *Anatomy I* and *Anatomy II*)

Frequently Asked Questions

Q: How many students do we accept per year?

A: The number of seats at both campuses varies per year based on clinical site availability, faculty availability, and current program enrollment. There is no set number of seats per year for either the Gloucester or Cumberland Campus.

Q: Do you have a rolling deadline?

A: The portfolio deadline is firm — no portfolios are accepted after the posted deadline. All admission decisions are made after the deadline.

Q: Can I apply to both campuses for Nursing?

A: No. Students must choose one campus to submit their portfolio. Students who submit a portfolio to both campuses for the 2024 LPN-RN Programs will be immediately disqualified for entry on both campuses.

Q: Do I have to have all of my prerequisite courses completed before applying?

A: Applicants must complete the three required prerequisite courses with minimum required grades, plus demonstrate college level placement in mathematics, prior to portfolio submission. Any general education course can be taken prior to application to the LPN-RN Track Program.

Q: If I score below the minimum requirements/don't meet the requirements outlined, can I still apply & be accepted?

A: No. All applicants must meet minimum general and selective admissions criteria at time of portfolio submission. Students who do not meet the minimum qualifications will be marked as incomplete and not eligible for the program.

Q: Admissions has all of my transcripts on file, is it necessary to include them in my portfolio?

A: Yes, all official college transcripts must be resubmitted in the portfolio. Students must resubmit a high school transcript only if the Admissions office does not have a copy on file.

Q: I finished all of the general education courses in the AAS Nursing curriculum. Does this mean I can finish the program sooner?

A: No. The NURS courses must be completed in the order they are written on the Program of Study.

Q: Can I apply to both the LPN-RN Track program and the Generic RN program?

A: Yes. Since the LPN-RN Track and generic Nursing programs run on separate application cycles, students with an active PN license can apply to both programs. Students with their PN license should note their PN license cannot be applied to the Generic Nursing program.

Q: I want to apply for the "3+1" program. Do I have to fill out another application or am I automatically applying for it?

A: "3+1" is a track of Rowan University's RN-BSN program. Students become eligible for the program when they are accepted to the A.A.S. Nursing Program. Enrollment in "3+1" usually starts in the student's third or fourth semester of the Nursing Program.

Q: Do I need to take the HSRT-AD exam if I have an advanced degree or have taken the HESI or TEAS?

A: The HSRT-AD exam is required for all applicants and is non-negotiable. Previous HESI and TEAS scores are not considered nor accepted for admissions ranking. HSRT-AD scores do not expire for the 2024 LPN-RN Track program.

Q: I am transferring from another school. Will you accept my credits?

A: General education courses may be eligible to transfer to the LPN-RN Track Program. Transfer students should have their transfer credits evaluated prior to submitting a Nursing portfolio. Please find more information on page 21 and 22 of this packet.

Q: Is the time limit just on the lab science or does that also apply to general education classes?

A: Science courses must be no older than five years from point of entry to the Nursing Program. All other general education classes do not expire.

Q: How is the cumulative GPA calculated?

A: The cumulative GPA for selective admissions ranking purposes is taken from the institution the applicant either currently attends or most recently attended. This is verified from inclusion of the student's official transcript in the portfolio. If the student attended more than one institution, the GPAs are not combined, and only the most recent cumulative GPA is used.

Q: I met or exceeded all minimum requirements, so that means I am accepted, right?

A: No. Admission to the Generic Nursing Program is not guaranteed. All applicants are ranked objectively based on the published criteria (see page 15). Meeting or exceeding minimum requirements does not guarantee acceptance. All applicants should put their best foot forward when submitting their portfolio.

Application Process – Overview

All selective admission programs at Rowan College of South Jersey have a unique, two-step application process that is necessary due to the College's open general admission policy.

Both application processes must be completed correctly at the designated campus in order for your Nursing application to be considered for acceptance. Failure to do so will result in an incomplete portfolio.

Note: *Personal letters of recommendation and character references are **not** considered toward admission.*

STEP 1

General Admission

General Admission is the first step of application to the Nursing Program. This process will provide students with acceptance to the College, but not to the Nursing Program. Students must complete a General Admission application for the campus they wish to attend to complete the Nursing Program **prior** to submitting a Nursing portfolio.

If there are questions regarding application status or an application is needed, contact the Admissions Office on your designated campus:

Gloucester: 856-415-2209

Cumberland: 856-200-4669

1. Complete and submit a general admission application to your designated campus online at **RCSJ.edu/Apply**. Indicate on the application the intention to apply to the Nursing Programs.

- Gloucester Campus applicants should declare **A.A.S. Health Science, Nursing Pathway** as their intended major
- Cumberland Campus applicants should declare **A.S. Biological Science/Health Science** as their intended major

Designation as a potential Nursing applicant does not guarantee nor imply special consideration for acceptance to the Nursing Program.

2. Students must submit an official copy of their high school transcript documenting high school graduation (or earned GED) to the Admissions Office. This is **mandatory** for all applicants, regardless of additional degrees earned.
3. Satisfy the RCSJ Placement Test requirement based on one of the following:
 - meet exemption criteria (*Subject to change and specific to intended campus*)
 - test above the remedial level in all areas
 - complete all required remediation **prior** to applying to the Nursing Program

STEP 2

Selective Admission Portfolio

Once the general admission process is complete, students are ready to begin the second step in the application process: submission of the Nursing portfolio.

Each Nursing applicant is required to gather all documentation listed on the checklist and present it to the Admissions Office of your designated campus as a completed portfolio.

Once submitted, the portfolio is a final document and property of the College. Students cannot add, remove or edit any documents in their portfolio

A complete portfolio consists of the following documents:

1. **Portfolio Checklist** (page 25)
2. **2024 LPN-RN Track Application** (page 26)
3. **Information Session Proof of Attendance Email** (*Email sent to students 1-2 business days after session*) (see page 16 for dates)
4. **RCSJ Placement Test/Admission Status Form** (*Signed by RCSJ Admissions*) (page 27)
5. **Signed Portfolio Submission Agreement**
6. **Completed Ranking Scoresheet** (Page 29 & 30)
7. **HSRT-AD Test Scores** (*in sealed envelope*) (**must** request from the Testing Center campus where you tested)
8. **Copy of current PN license in good standing.**
9. **Official transcript from high school** (*If applicable*) (**must** obtain from high school and be in a sealed envelope) (see page 21)
11. **Official transcripts from ALL colleges attended*** (**must** obtain from each college and be in a sealed envelope) (see page 22)
10. **Verification of Instruction Method** (*If applicable*) for A&P I and A&P II (see page 23 & 31)

Note: *If accepted into the program, applicable college credits will automatically be transferred*

**RCSJ transcript can be unofficial*

General Admission – Gloucester Campus

This section is for applicants who need to complete a general admissions application to the Gloucester Campus prior to submitting their Gloucester Campus Nursing portfolio.

Step 1: Apply and Submit Official Documents

A. Complete the free online application at [RCSJ.edu/gc/Apply](https://rscsj.edu/gc/Apply)

- **New** students are recommended to declare **A.A.S. Health Science, Nursing Pathway** as their course of study.
- **Current** students do not need to reapply to the College, but should verify application status with the Admissions Office and verify their contact information (*including mailing address, telephone number and email*) are current with the Student Records office.
- **Returning** students (*who have not attended the college in 3 or more years*) will need to complete a new application.
- **Current Cumberland Campus** students will need to complete a new application to the Gloucester Campus.
- **Graduating HSOP Students** (*class of 2024*) and **Visiting (Non-Matriculated) Students** will need to complete an application to the college as a new, degree seeking student.
- **Designation as a potential Nursing applicant does not guarantee nor imply special consideration for acceptance to the Nursing Program.**

B. Send official high school transcript or high school equivalency documents and any college transcripts to the Gloucester Admissions Office via the office email address: admissions@rscsj.edu. Transcripts must be issued directly from the institution. High school completion credentials are **mandatory** for all applicants.

Step 2: Satisfy Placement Test Requirements

Students interested in applying to Selective Admissions programs (like the LPN-RN Track program) must satisfy the College's traditional placement testing requirements prior to submission of a Nursing portfolio.

Applicants may be exempt from the College's placement exam if they meet certain exemption criteria. Information about exemption criteria can be found on the Gloucester Campus Testing Center website: [RCSJ.edu/testing/exemptions](https://rscsj.edu/testing/exemptions)

Unless the applicant meets one of the exemption criteria or tests above the remedial level in all areas, they must complete all required remediation before applying to the program. Per Administrative Procedure 8017, course work used for test exemption must be equivalent to a grade of "C" or better at RCSJ.

Please Note: Applicants must fulfill placement test requirements to their intended campus, as test exemption criteria may vary. Responsibility for completing general placement testing requirements lies with the applicant.

General admission application status and placement test exemption status is verified through the RCSJ Placement Test/Admissions Status form (page 27). This form must be completed and signed by an RCSJ admissions representative on your intended campus PRIOR to submitting the portfolio.

Contact Information

General Admissions Office: [RCSJ.edu/gc/Enroll](https://rscsj.edu/gc/Enroll)

Phone: 856-415-2209

Email: admissions@rscsj.edu

Testing Center: [RCSJ.edu/gc/Testing](https://rscsj.edu/gc/Testing)

Phone: 856-415-2268

Email: ssc@rscsj.edu

Selective Admissions, Gloucester:

[RCSJ.edu/gc/SelectiveAdmissions](https://rscsj.edu/gc/SelectiveAdmissions)

General Email: SelectiveAdmissions@rscsj.edu

Contact information is accurate at time of publication

General Admission – Cumberland Campus

This section is for applicants who need to complete a general admissions application to the Cumberland Campus prior to submitting their Cumberland Campus Nursing portfolio.

Step 1: Apply and Submit Official Documents

A. Complete the free online application at ***RCSJ.edu/apply/cumberland***

- **New** students are recommended to declare **A.S. Biological Science/Health Science** as their major.
- **Current** students do not need to reapply to the College, but should verify application status with the Admissions Office and verify their contact information (*including mailing address, telephone number and email*) are current with the Student Records office.
- **Returning** students (*who have not attended the college in 2 or more years*) will need to complete a new application.
- **Current Gloucester Campus** students will need to complete a new application to the Cumberland campus.
- **Graduating HSOP Students** (*class of 2024*) and **Visiting (Non-Matriculated) Students** will need to complete an application to the college as a new, degree-seeking student.
- **Designation as a potential Nursing applicant does not guarantee nor imply special consideration for acceptance to the Nursing Programs.**

B. Send official high school transcript or high school equivalency documents and any college transcripts to the Cumberland Admissions Office via the office email address: *admissions@cc.rcsj.edu*. Transcripts must be issued directly from the institution. High school completion credentials are **mandatory** for all applicants.

Step 2: Satisfy Placement Test Requirements

Students interested in applying to Selective Admissions programs (like the LPN-RN Track Program) must satisfy the College's traditional placement testing requirements prior to submission of a Nursing portfolio.

Applicants may be exempt from the College's placement exam if they meet certain exemption criteria. Information about exemption criteria can be found on the Gloucester Campus Testing Center website: ***RCSJ.edu/testing/exemptions***

Unless the applicant meets one of the exemption criteria or tests above the remedial level in all areas, they must complete all required remediation before applying to the program. Per Administrative Procedure 8017, course work used for test exemption must be equivalent to a grade of "C" or better at RCSJ.

Please Note: Applicants must fulfill placement test requirements to their intended campus, as test exemption criteria may vary. Responsibility for completing general placement testing requirements lies with the applicant.

General admission application status and placement test exemption status is verified through the RCSJ Placement Test/Admissions Status form (page 27). This form must be completed and signed by an RCSJ admissions representative at their intended campus PRIOR to submitting the portfolio.

Contact Information

General Admissions Office:

RCSJ.edu/apply/cumberland

Phone: 856-200-4669

Email: *admissions@cc.rcsj.edu*

Testing Center: ***RCSJ.edu/cc/Testing***

Phone: 856-200-4648

Email: *testing@cc.rcsj.edu*

Contact information is accurate at time of publication

Selective Admission Portfolio Requirements

Once the general admissions process is complete, students are ready to begin the second step in the application process: submission of the Nursing portfolio.

Each Nursing applicant is required to gather all documentation listed on the checklist (*page 25*) and present it to the Admissions Office of your designated campus as a completed portfolio. Once submitted, the portfolio is a final document and property of the College. Applicants may not add, remove or edit their portfolio once submitted to the College.

All documentation must be submitted in a large manila envelope to the intended campus no later than September 15, 2023 at 5 p.m. Late submissions are not considered for admission.

The following items are REQUIRED for all applicants to the Generic Nursing Programs at time of portfolio submission:

1. Completed General Application to Intended Campus

- General Application (*completed and submitted online at [RCSJ.edu/Apply](https://www.rcsj.edu/Apply)*)
- Submission of High School Transcript
- Satisfied Placement Test Requirements on Intended Campus

2. Attended one Information Session for the 2024 LPN-RN Track Program

- Proof of attendance email must be printed and included in portfolio
- Information sessions for the Generic Nursing program and Practical Nursing program are not valid

3. Submission of official HSRT-AD Exam scores

(must be in sealed envelope from Testing Center where you took the exam)

4. Completion of the following forms at the end of this packet:

- 2024 LPN-RN Track Portfolio Checklist
- 2024 LPN-RN Track Admissions Ranking Score sheet
- 2024 LPN-RN Track Application
- RCSJ Placement Test/Admission Status Form
- Portfolio Submission Agreement

5. Submission or Resubmission of ALL official college transcripts, if applicable

(in sealed envelopes obtained from institution)

- RCSJ Transcript should be unofficial.
- Printed copies of electronic transcripts are not considered official
- Applicants must include a transcript showing a graduation date from an accredited Practical Nursing program.

6. Submission or Resubmission of official high school transcript, if applicable *(in sealed envelope obtained from high school)* Not required if official copy is on file with general admissions office.

7. Copy of current PN License in good standing *(photocopy is acceptable)*

8. Submission of Verification of Instruction Method *(if applicable, see page 23)*

- Not required for sciences taken at RCSJ

Note: The portfolio is considered complete at the time of submission when all General and Selective Admissions requirements are satisfied.

Selective Admission Ranking Criteria

Value of Points Toward Admission Ranking	<p style="text-align: center;">— IMPORTANT —</p> <p>All applicants are ranked objectively based on the criteria below.</p> <p>Applicants are required to submit minimum qualifying scores in all areas to be considered eligible.</p> <p>Meeting or exceeding minimum requirements in one or more areas does not guarantee acceptance.</p>			
33.33%	<p style="text-align: center;">Health Science Reasoning Test—Associate Degree (HSRT-AD) Exam</p> <p>Previous HESI and TEAS scores not accepted. No Rounding of Scores Accepted.</p> <p>Scores from only one attempt may be submitted for admission.</p> <p style="text-align: center;">Minimum Composite Score: 72</p>			
33.33%	<p style="text-align: center;">Science Course Requirement Must be taken from 2019–present</p> <p style="text-align: center;">Final grade received must be equivalent to a “C+” or better <i>The highest completed science grade of “C+” or better submitted will be used for admission ranking</i></p> <p style="text-align: center;">Applicants will choose one of the following options for admissions ranking purposes:</p> <p style="text-align: center;">A. Anatomy and Physiology I with Lab College level only/equivalent to RCSJ’s BIO 105/BI 106</p> <p style="text-align: center;">OR</p> <p style="text-align: center;">B. Anatomy and Physiology II with Lab College level only/equivalent to RCSJ’s BIO 106/BI 107</p> <ul style="list-style-type: none">• Online instruction for Anatomy I and Anatomy II taken at another college is not acceptable prior to Spring 2020• Anatomy I and Anatomy II courses taken at another college must include Verification of Instruction Method in the portfolio (see pages 23 and 31)• Applicants transferring Anatomy I, Anatomy II, and/or Microbiology from another college should verify transferability well before submission of their portfolio			
33.34%	<p style="text-align: center;">Cumulative GPA Requirement Minimum Cumulative GPA: 2.50</p> <p>Verified from official transcript from school the applicant currently attends or most recently attended at time of portfolio submission.</p> <p style="text-align: center;">No Rounding of GPA Accepted. GPA will be calculated to the hundredth digit.</p>			
	<p style="text-align: center;">Required, but not a Ranking Factor:</p> <p>Prerequisite Courses: The following courses MUST be completed at time of portfolio submission with minimum required grades:</p> <table><tr><td>• ENG 101/EN 101 English Composition I ("C" or better final grade)</td><td>• PSY 101/PS 101 General Psychology ("C" or better final grade)</td><td>• BIO 105/BI 106 Anatomy and Physiology I ("C+" or better final grade)</td></tr></table> <p style="text-align: center;">WHILE NOT A REQUIREMENT, BIO 106/BI 107 IS HIGHLY RECOMMENDED TO BE COMPLETED OR IN-PROGRESS AT TIME OF APPLICATION.</p> <p>Current PN License: All applicants must hold an active PN license in good standing at time of portfolio submission.</p> <p>All applicants must graduate from an accredited Practical Nursing program.</p>	• ENG 101/EN 101 English Composition I ("C" or better final grade)	• PSY 101/PS 101 General Psychology ("C" or better final grade)	• BIO 105/BI 106 Anatomy and Physiology I ("C+" or better final grade)
• ENG 101/EN 101 English Composition I ("C" or better final grade)	• PSY 101/PS 101 General Psychology ("C" or better final grade)	• BIO 105/BI 106 Anatomy and Physiology I ("C+" or better final grade)		

LPN-RN Track Information Sessions

All LPN-RN Track Information Sessions will be held through Zoom webinar.

Information sessions are held annually for prospective applicants to learn about the current application procedures and to allow an opportunity to ask and have questions answered.

- Attendance at one information session is **mandatory** in order to apply to the 2024 LPN-RN Track Program and must be completed prior to submission of the portfolio.
- Portfolios submitted without proof of attendance are marked as incomplete and not considered for admission.
- Information sessions expire annually. Applicants must attend a new information session for the year in which they apply.
- **Advance registration is required for each information session.**
 - Links to register will open 2 weeks prior to the session date and close a half-hour prior to the session start time.
 - Please use an email address you check regularly to register for the session to ensure you receive the correct Zoom link.
 - Attendees must join the session using the link they received in their registration confirmation email to join – do not use a link forwarded to you by another attendee.

To register for an information session, please visit either website:

RCSJ.edu/SelectiveAdmissions/Gloucester/Nursing

OR

RCSJ.edu/cc/SelectiveAdmissions

2024 LPN-RN Program Information Sessions

Wednesday	March 29, 2023	6:00 p.m.
Monday	April 17, 2023	10:00 a.m.
Tuesday	May 23, 2023	3:00 p.m.
Thursday	June 15, 2023	10:00 a.m.
Wednesday	July 12, 2023	3:00 p.m.
Tuesday	August 8, 2023	3:00 p.m.
Monday	September 11, 2023*	6:00 p.m.

**This is the FINAL information session for the 2024 LPN-RN Track Program.
Additional information sessions will not be scheduled after this date.*

*Information session dates and times are accurate at time of publication.
All updates will be posted on the Selective Admissions website for both campuses.*

LPN-RN Track Information Sessions (*continued*)

What to Expect at Your Information Session

Webinar Logistics

- Attendees are encouraged to review the Zoom website for the basics of joining a Zoom webinar before their information session: <https://support.zoom.us/hc/en-us/articles/115004954946-Joining-and-participating-in-a-Zoom-Webinar>
- Each session will start promptly at the advertised time and will last about 1.5 to 2 hours.
- The Webinar will lock 10 minutes after the start of the session. Late entries are strictly prohibited.
Please plan accordingly!
- Attendees are strongly recommended to join the webinar from a laptop or desktop computer for optimal viewing experience. Attendees who join the webinar from their cell phone or tablet do so at their own risk.

3 Informational Segments

- **Admissions:** Representatives from both Gloucester and Cumberland campuses will review the two-step application process for the LPN-RN Track Program
- **Program:** Representatives from the Generic Nursing Programs will review Generic Nursing Programs information and other requirements.
- **Q&A:** Attendees will have an opportunity to ask and have questions answered by panelists in attendance. Questions can be typed in the chat box and will be answered either “live on-air” at the end of the information session or privately by one of the panelists in attendance.
 - Questions may also be submitted ahead of the session to SelectiveAdmissions@rcsj.edu

Proof of Attendance

- Applicants are required to stay the entire length of the webinar to receive credit.
- Attendance is determined by registration and log-in data. Applicants who leave the session early will not receive credit for attending and will need to attend another session. **Plan ahead!**
- A proof of attendance email* will be emailed directly to the student using the email address provided in the registration form. Applicants must print the receipt and include in their 2024 LPN-RN portfolio.

**This email, sent from SelectiveAdmissions@rcsj.edu, may arrive 1–3 business days after the session and may go to your junk/spam folder.*

Please Note!

All applicants must attend one information session date for the 2024 LPN-RN Track Program.

Information sessions for the Generic Nursing program and the Cumberland Campus LPN and program are not valid for the LPN-RN Track Program.

Orientation and individual appointments with Admissions staff or Advisement staff do not count as LPN-RN Track information sessions.

Health Science Reasoning Test – Associate Degree (HSRT-AD)

About the Exam

The Health Science Reasoning Test – Associates Degree (HSRT-AD) is a multiple-choice test specifically designed for two-year and certificate programs. The HSRT-AD is an online test administered in a timed setting and measures critical thinking as well as quantitative reasoning skills. The HSRT-AD presents a variety of scenarios in clinical and professional practice contexts with information provided in text-based and diagrammatic formats.

HSRT-AD questions ask test takers to apply their skills in order to:

- Make interpretations
- Analyze information
- Draw inferences and warranted inferences
- Identify claims and reasons
- Evaluate the quality of arguments

All applicants are required to earn a minimum score of 72 to apply to the 2024 LPN-RN Track Program

Note: Submitted HSRT-AD scores below the minimum required score will result in an incomplete portfolio. Incomplete portfolios are not considered for acceptance.

Students can prepare for the test by accessing sample questions using a mobile app called Critical Thinking Insight by Insight Assessment – Select “Sample Reasoning Skills Questions.” Sample questions are also available at: [Insightassessment.com/article/sample-thinking-skills-questions](https://insightassessment.com/article/sample-thinking-skills-questions)

HSRT-AD Testing Logistics

- Test dates must be at least 60 days apart.
- The HSRT-AD is computerized and timed (*will not exceed an hour*).
- The cost of the HSRT-AD is **\$47 (fee subject to change)**.
- A fee of \$15 will be charged for late registration or rescheduling of test date.
- Proof of payment is required for registration.
- Seating is limited; plan accordingly.
- Pay particular attention to the registration deadlines!
- Test dates often fill up before the late deadline.
- All applicants will need to provide an official score report in a sealed envelope issued by the Testing Center where they took the exam in their Nursing portfolio.

HSRT-AD Testing Locations

Applicants must take the HSRT-AD at either the Gloucester or Cumberland campus. Exams taken at another institution will not be acceptable for admission.

Testing dates may vary at each campus. It is the applicant’s responsibility to confirm their registration and payment at the Testing Center offering their selected test date.

RCSJ's Testing Centers

Cumberland Campus
3322 College Drive
Vineland, NJ 08360
testing@cc.rcsj.edu
RCSJ.edu/cc/Testing

Gloucester Campus
1400 Tanyard Road
Sewell, NJ 08080
ssc@rcsj.edu
RCSJ.edu/gc/Testing

HSRT-AD Registration – Gloucester Campus

- Registration must be completed in-person at the Testing Center where you plan to take the exam.
- Gloucester Campus Testing Center is in the Student Services Building, Room 1162.
- Applicants will need to provide payment at time of registration.
- Official score report is available for next-day pickup, with proof of ID. Testers will receive instructions for score pickup after test completion.
- Only qualifying score reports will be issued.

Gloucester Campus HSRT-AD Test Dates 22–23 LPN-RN				
Date of Test		60 days later	Regular Deadline (\$47) <i>(subject to change)</i>	Late Deadline (\$62) <i>(subject to change)</i>
1/11/2023	(Wednesday)	3/12/2023	12/22/2022 (Thursday)	1/10/2023 (Tuesday)
1/30/2023	(Monday)	3/31/2023	1/13/2023 (Friday)	1/27/2023 (Friday)
2/14/2023	(Tuesday)	4/15/2023	1/31/2023 (Tuesday)	2/13/2023 (Monday)
2/16/2023	(Thursday)	4/17/2023	2/2/2023 (Thursday)	2/15/2023 (Wednesday)
2/18/2023	(Saturday)	4/19/2023	2/3/2023 (Friday)	2/17/2023 (Friday)
2/20/2023	(Monday)	4/21/2023	2/6/2023 (Monday)	2/17/2023 (Friday)
2/21/2023	(Tuesday)	4/22/2023	2/7/2023 (Tuesday)	2/20/2023 (Monday)
2/23/2023	(Thursday)	4/24/2023	2/9/2023 (Thursday)	2/22/2023 (Wednesday)
2/24/2023	(Friday)	4/25/2023	2/10/2023 (Friday)	2/23/2023 (Thursday)
2/27/2023	(Monday)	4/28/2023	2/13/2023 (Monday)	2/24/2023 (Friday)
3/1/2023	(Wednesday)	4/30/2023	2/15/2023 (Wednesday)	2/28/2023 (Tuesday)
3/23/2023	(Thursday)	5/22/2023	3/9/2023 (Thursday)	3/22/2023 (Wednesday)
4/14/2023	(Friday)	6/13/2023	3/31/2023 (Friday)	4/13/2023 (Thursday)
4/24/2023	(Monday)	6/23/2023	4/10/2023 (Monday)	4/21/2023 (Friday)
5/10/2023	(Wednesday)	7/9/2023	4/26/2023 (Wednesday)	5/9/2023 (Tuesday)
5/25/2023	(Thursday)	7/24/2023	5/11/2023 (Thursday)	5/24/2023 (Wednesday)
6/14/2023	(Wednesday)	8/13/2023	5/31/2023 (Wednesday)	6/13/2023 (Tuesday)
6/27/2023	(Tuesday)	8/26/2023	6/13/2023 (Tuesday)	6/26/2023 (Monday)
7/12/2023	(Wednesday)	9/10/2023	6/28/2023 (Wednesday)	7/11/2023 (Tuesday)
7/25/2023	(Tuesday)	9/23/2023	7/11/2023 (Tuesday)	7/24/2023 (Monday)
8/17/2023	(Thursday)	10/16/2023	8/3/2023 (Thursday)	8/16/2023 (Wednesday)
8/29/2023	(Tuesday)	10/28/2023	8/15/2023 (Tuesday)	8/28/2023 (Monday)
9/6/2023	(Wednesday)	11/5/2023	8/23/2023 (Wednesday)	9/5/2023 (Tuesday)
9/7/2023	(Thursday)	11/6/2023	8/24/2023 (Thursday)	9/6/2023 (Wednesday)
9/11/2023	(Monday)	11/10/2023	8/28/2023 (Monday)	9/8/2023 (Friday)
9/13/2023	(Wednesday)	11/12/2023	8/30/2023 (Wednesday)	9/12/2023 (Tuesday)

Contact Information (Gloucester Campus) • Address: 1400 Tanyard Rd, Sewell, NJ 08080 • Student Services Building, Room 1162
Email: ssc@rcsj.edu • Phone: 856-415-2268

HSRT-AD Registration – Cumberland Campus

- Registration for a Cumberland campus date may be completed in-person at the Testing Center or by emailing testing@cc.rcsj.edu.
- Cumberland Campus Testing Center is in Arpino Building, 1st Floor, Testing Lab (#4 on Campus Map)
- Applicants will need to provide payment at time of registration.
- Official score report is available for next-day pickup, with proof of ID. Testers will receive instructions for score pickup after test completion.
- Only qualifying score reports will be issued.

Gloucester Campus HSRT-AD Test Dates 22–23 LPN-RN			
Date of Test	60 days later	Regular Deadline (\$47) (subject to change)	Late Deadline (\$62) (subject to change)
1/25/2023 (Wednesday)	3/26/2023	1/11/2023	1/24/2023
1/26/2023 (Thursday)	3/27/2023	1/12/2023	1/25/2023
2/1/2023 (Wednesday)	4/2/2023	1/18/2023	1/31/2023
2/2/2023 (Thursday)	4/3/2023	1/19/2023	2/1/2023
2/8/2023 (Wednesday)	4/9/2023	1/25/2023	2/7/2023
2/9/2023 (Thursday)	4/10/2023	1/26/2023	2/8/2023
2/16/2023 (Thursday)	4/17/2023	2/2/2023	2/15/2023
2/22/2023 (Wednesday)	4/23/2023	2/8/2023	2/21/2023
2/23/2023 (Thursday)	4/24/2023	2/9/2023	2/22/2023
3/1/2023 (Wednesday)	4/30/2023	2/15/2023	2/28/2023
4/26/2023 (Wednesday)	6/25/2023	4/12/2023	4/25/2023
5/31/2023 (Wednesday)	7/30/2023	5/17/2023	5/30/2023
6/28/2023 (Wednesday)	8/27/2023	6/14/2023	6/27/2023
7/26/2023 (Wednesday)	9/24/2023	7/12/2023	7/25/2023
8/30/2023 (Wednesday)	10/29/2023	8/16/2023	8/29/2023
9/6/2023 (Wednesday)	11/5/2023	8/23/2023	9/5/2023

Contact Information (Cumberland Campus) • 3322 College Drive, Vineland, NJ 08360 • Arpino Building, 1st Floor, Testing Lab
Email: testing@cc.rcsj.edu • Phone: 856-200-4648

RCSJ Placement Test

All applicants to the LPN-RN Track Program must demonstrate college-level placement in reading, writing and math prior to submission of their portfolio.

Applicants will submit a completed RCSJ Placement Test/Admissions Status Form (page 27) to verify exemption from or completion of placement test requirements. The form must be completed by the applicant and an Admissions representative from the student's intended campus (*ex: a Gloucester Nursing form will need to be signed by a Gloucester admissions representative*). Once both sections are completed and signed, the student can submit it in the portfolio.

Placement test exemption criteria may vary between campuses. Applicants are responsible for ensuring they meet or exceed placement test requirements on their intended campus prior to submission of a Nursing portfolio. Unless students meet one of the exemption criteria or tests above the remedial level in all areas, they must complete all required remediation before applying to the program. Per Administrative Procedure 8017, course work used for test exemption must be equivalent to a grade of "C" or better at RCSJ.

Questions regarding the RCSJ Placement Test or registering for the test, contact the RCSJ Testing Center at 856-415-2268 (*Gloucester*) or 856-200-4648 (*Cumberland*).

Any questions about exemption from taking the RCSJ Placement Test or getting the RCSJ Placement Test/Admission Status Form signed, contact the Admissions Office at 856-415-2209 (*Gloucester*) or 856-200-4669 (*Cumberland*).

Transcripts

Transcripts previously sent to RCSJ for the general admission file will not be added to the portfolio; therefore, students must resubmit their official transcripts in their portfolio. Please follow the guidance below for information about which transcripts must be included in the portfolio.

Applicants are encouraged to contact the Admissions office for clarification on which transcripts may need to be submitted or resubmitted. Failure to submit or resubmit required transcripts will result in an incomplete portfolio. Incomplete portfolios are not considered for acceptance to the LPN-RN Track program.

High School Transcripts

For general admission to RCSJ (*step 1, page 10*), submission of an official copy of the student's high school transcript documenting high school graduation (*or earned GED*) is **mandatory** for all applicants, including those who may have earned additional college degree(s).

Be aware that college-level courses taken while in high school through dual credit programs may have generated a college transcript. It is the student's responsibility to confer with their high school counselor about dual credit agreements with other institutions and request official college transcripts for their dual credit courses.

Applicants who plan to use college-level course(s) for Nursing admissions ranking, and have already submitted their official high school transcript to the Admissions office, do not need to resubmit their high school transcript in the portfolio. International high school transcripts must be evaluated and submitted to the Admissions Office prior to submitting the Nursing portfolio.

RCSJ Students

Applicants who have taken courses at RCSJ (including High School Option Program and Visiting students) will submit an unofficial RCSJ transcript in their portfolio. The RCSJ transcript is the only transcript allowed to be unofficial. Students may place an official copy of their RCSJ transcript in the portfolio if desired; however, it is not required and any additional fees incurred for transcripts are the sole responsibility of the student.

Current RCSJ students planning to apply to the other campus (ex. a Gloucester campus student submitting a Nursing portfolio to Cumberland campus) may be asked to provide an official copy of their transcript if accepted to the program for transfer credit evaluation purposes.

International Transcripts

Transcripts from other countries must be translated into English and evaluated before they can be included in the portfolio. Students must request a general evaluation of their high school transcript and a course-by-course evaluation of their college transcript(s). International transcripts must be evaluated by any of the following organizations:

- | | | | | |
|---|--|---|---|--|
| • NACES
(naces.org) | • IEEEES, Inc.
(edevals.com) | • FCSA
(foreigncredentials.org), | • WES
(wes.org) | • SpanTran
(SpanTran.com) |
|---|--|---|---|--|

More information is available on the Gloucester campus international student website: **RCSJ.edu/gc/International**. Students with questions about international transcripts can contact Ms. Christina Kulisek, Director, at ckulisek@rcsj.edu or 856-681-6273

Transcripts (*continued*)

Transfer Student Responsibilities

It is the applicant's responsibility to ensure coursework submitted for Nursing admission ranking requirements is acceptable prior to submission of the Nursing portfolio.

Applicants should have prior coursework evaluated for transfer credit before submission of the Nursing portfolio by submitting an official transcript(s) from their previous institution(s) and completing a Transfer of College Credit Request Form through the Admissions Office website: ***RCSJ.edu/gc/Transfer*** (Gloucester) or ***RCSJ.edu/cc/Transfer*** (Cumberland).

Courses Eligible for Transfer

Only general education courses from other colleges and universities may be eligible for transfer to the LPN-RN Track Programs. Applicants who are currently enrolled or were previously enrolled in another college's Generic Nursing (RN) Programs should be advised that those Nursing courses cannot transfer to the RCSJ Nursing Programs.

Applicants should take note of their science courses completed at other institutions. Some colleges and universities offer a "Basic" or "Fundamental" version of both Anatomy and Physiology and Microbiology that **may not be equivalent** to the Anatomy and Physiology and Microbiology courses at RCSJ. Applicants are highly encouraged to contact Selective Admissions for questions on science course equivalency **well ahead** of the portfolio deadline.

Letter Grades

Some colleges do not operate on the plus or minus grading scale. Students transferring coursework from a college that does not use a plus or minus grading scale will need to earn a letter grade of "B" or better for coursework in the LPN-RN Track Programs that requires a minimum grade of "C+." For more clarification on this policy, students can contact SelectiveAdmissions@rcsj.edu.

Transcript Submission and Resubmission

Applicants must include a transcript from any college or university where they created an academic record. This can include students who registered for courses and then withdrew, students who are guests/visiting students at another institution, students who took only one course at the college, and students enrolled in high school dual credit programs.

Transfer students who have already submitted official transcripts from their previous institution for the general admissions file must resubmit an official copy in their Nursing portfolio. The transcripts must be official, physical copies generated directly from the institution.

Applicants requesting transcripts from colleges or universities who use an electronic transcript delivery service (National Student Clearinghouse, Parchment, etc.) must request a physical copy be mailed to their personal address, not RCSJ, to place in the portfolio. Copies of electronic transcripts printed by the applicant are not considered official copies.

In the event a college no longer sends physical copies of transcripts due to the COVID-19 pandemic, students should contact Selective Admissions well ahead of the portfolio deadline for guidance. **Do not assume exclusion is permissible before submission of the portfolio.**

It is the applicant's responsibility, not the institution's, to ensure transcripts are requested in time to be placed in the portfolio. Once submitted, no additional documents can be included in the portfolio. Omission of any official college transcript (exception: RCSJ transcripts) is grounds for an incomplete portfolio. **Incomplete portfolios are not considered for admission.**

**Please contact the Admissions Office on your intended campus
with any questions about transcripts.**

Gloucester: 856-468-5000, ext. 6474

Cumberland: 856-200-4848

Science Course Transfer Policy

Nursing and Health Professions programs will only accept, in transfer, Anatomy and Physiology I and II courses that have been completed successfully from a regionally accredited institution. **Acceptable coursework not taken at RCSJ must have equivalent content, lecture, credit hours, face-to-face lab hours** and provide a letter grade.

Online instruction is not acceptable for Anatomy I and/or Anatomy II courses taken at another college prior to Spring 2020.

Verification of Instruction Method

Students taking Anatomy & Physiology I and/or Anatomy & Physiology II at either campus of Rowan College South Jersey **do not include** Verification of Instruction Method in their portfolio. The unofficial transcript from RCSJ included in the portfolio will satisfy this requirement.

Applicants with Anatomy & Physiology I and/or Anatomy & Physiology II completed or in-progress at another college must provide documents for Verification of Instruction Method in their portfolio for applicable courses at time of portfolio submission. Please read the following items carefully to determine which may need to be included in the portfolio:

Proof of Registration

- This shows the applicant registered for the course, including course format (*lecture, online, hybrid, etc.*)
- It must include the applicant's name, semester course was taken, section number, and course meeting times/location. This should also show dedicated lecture and lab hours for the course.
- Applicants should be able to access this information in their registration history or previous course schedules for that term. **The weekly schedule of activities included in the course syllabus does not meet this requirement**
- A billing statement may be substituted for the proof of registration if all required information above is present on the statement.

and

Statement of Instructor Verified Identity Form* (*if applicable*)

**Only required for A&P courses taken online Spring 2020–present at another college.*

- Students will need to submit a statement from their instructor detailing how their identity was verified in the online course in addition to the proof of registration and course syllabus (*if applicable*)
- Courses taken online at RCSJ from Spring 2020–present **do not** require this form.
- A standard form is available on page 31 of this admissions packet.

and

Course Syllabus* (*if applicable*)

**Only required for A&P courses taken outside the State of New Jersey*

- The syllabus **must** include the semester and year course taken, course title and section number.
- The information on the syllabus must match the information on the proof of registration/course schedule.
- If the original syllabus cannot be obtained, a master syllabus from the academic department is acceptable, so long as the course has not been revised since the applicant took the course.

It is the student's responsibility to obtain this information and provide it in the portfolio. It is **highly** recommended to confirm with the Admissions Office that the information obtained is acceptable prior to submitting portfolio. Failure to include this information could result in an incomplete portfolio and your portfolio will not be considered for admission.

For more information, or if you have any questions regarding this Science Course Transfer Policy, refer to Administrative Procedure 8207 or call 856-681-6273. NJ Transfer can assist you by providing course equivalencies for courses taken at a New Jersey college. Visit the NJ Transfer website at njtransfer.org



Section III:

Portfolio Submission

- How to Submit a Complete Portfolio
- 2024 LPN-RN Track Portfolio Checklist
- 2024 LPN-RN Track Application
- RCSJ Placement Test/Status Form
- Portfolio Submission Agreement
- 2024 LPN-RN Admissions Ranking Scoresheet
- Standard Faculty Verification Statement Form

Portfolio Deadline

Portfolios Will Be Accepted: July 10, 2023 – September 15, 2023

Portfolio Deadline: Friday, September 15, 2023 at 5:00 p.m.

All Admissions Decisions Sent on or about: Monday, October 16, 2023

All admissions decisions will be sent to the student's campus specific RCSJ email address. Applicants should ensure they have access to this email account prior to submission of the portfolio. **All admissions decisions are final.**

To confirm acceptance, a \$100 non-refundable tuition deposit and evidence of a complete criminal history background check (CHBC) and urine drug screen will be due within two weeks after the acceptance notification date. The offer of acceptance will be rescinded if the deposit, CHBC and urine drug screen are not received by the due date.

How to Submit Your Complete Portfolio

Complete Nursing portfolios may be submitted at any time from July 10th – September 15th, 2023. **Complete portfolios can be submitted either in-person at the Admissions office on your designated campus or by mail. Electronic submissions of portfolios are not accepted.**

Once submitted, the portfolio is a final document and property of the College. Students cannot add, edit or remove documentation from their portfolio after submission. Portfolios will not be reviewed by RCSJ Staff for completion prior to submission.

Compile all required documentation and secure in a large manila envelope. Do not use file folders, binders, folders with sheet protectors, or mailing envelopes. Your portfolio should be able to be sealed with all documents inside. Manila envelopes can be found at most stationery stores, wholesale retailers (ex. Walmart or Target), and post offices. **Do not staple pages together in the portfolio.**

Write on the front of the manila envelope:

- Student's Name
- 2024 LPN-RN Track Portfolio
- RCSJ Student ID number
- The campus to which you are applying

If mailing portfolio, please use the address below. Do not write your student ID number on the front of the envelope.

Gloucester Campus Portfolios	Cumberland Campus Portfolios
Rowan College South Jersey Admissions Office ATTN: Selective Admissions Portfolio 1400 Tanyard Road, Sewell, NJ 08080	Rowan College South Jersey Admissions Office ATTN: Selective Admissions Nursing Portfolio 3322 College Drive, Vineland, NJ 08360

Mailed portfolios must be received by the 9/15/2023 deadline.

Please allow extra time for mailed portfolios to be received!

Complete means that the Nursing portfolio contains all required documents listed on the checklist and all general and selective admission requirements have been satisfied. If these conditions are not fulfilled, your file will be incomplete and not considered for admission to the program.

The document order of the portfolio should follow the document order of the checklist on page 25. If a requirement listed is not applicable to you, it does not need to be included in the portfolio.

Applicants should contact Selective Admissions on their designated campus with any questions on whether a document needs to be included **prior** to submission of their Nursing portfolio.

Gloucester: SelectiveAdmissions@rcsj.edu

Cumberland: Admissions@cc.rcsj.edu

PLEASE SEE NEXT PAGE FOR PORTFOLIO SUBMISSION CHECKLIST

2024 LPN-RN Track Portfolio Checklist

Please check the boxes as they apply to you and include each checked item in your portfolio.
Failure to include one or more documents required will result in an incomplete portfolio.

Required for All Applicants:

- ☐ Completed 2024 LPN-RN Track Application (pg. 26)
- ☐ 2024 LPN-RN Track Information Session Proof of Attendance Email (pg. 16)
Sent 1–3 business days following the session attended
Date of Information Session: _____
- ☐ Completed Placement Test/Status Form (pg. 27)
- ☐ Signed Portfolio Agreement Page (pg. 28)
- ☐ Completed 2024 LPN-RN Admissions Ranking Sheet (pg. 29, 30)
- ☐ Official HSRT-AD Score Report (pg. 17)
Applicants are responsible to ensure they are using their highest score on the HSRT-AD to apply to the program.
Score report **must** be in a sealed envelope from the RCSJ Campus Testing Center where you took the exam.
- ☐ Copy of current PN license in good standing

If applicable to you, include the following items in your portfolio:

- ☐ Official transcripts from all colleges and technical schools where applicant generated an academic record (pg. 22)
Must be in a sealed envelope issued directly from the institution
☐ N/A – RCSJ is my only college record. An unofficial transcript is included.
- ☐ Verification of Instruction Method for Anatomy I & Anatomy II (23 and 31)

Please complete the chart below for any core Nursing science course (either completed or in-progress) at another college and provide verification of instruction method for each. Failure to include verification of instruction method for each core Nursing science course taken at another college will result in an incomplete portfolio

Anatomy & Physiology I College Level Only/Equivalent to BIO 105/BI 106 Taken from 2019 – present.	Anatomy & Physiology II College Level Only/Equivalent to BIO 106/BI 107 Taken from 2019 – present
Course Name: _____	Course Name: _____
College: _____	College: _____
Semester/Year Taken: _____ <input type="checkbox"/> In Progress	Semester/Year Taken: _____ <input type="checkbox"/> In Progress
Verification of Instruction Method: <input type="checkbox"/> Proof of Registration <input type="checkbox"/> Course Syllabus (if applicable) <input type="checkbox"/> Statement of Faculty Verified Identity Form (required if taken online from Spring 2020–present)	Proof of Delivery Method: <input type="checkbox"/> Proof of Registration <input type="checkbox"/> Course Syllabus (if applicable) <input type="checkbox"/> Statement of Faculty Verified Identity Form (required if taken online from Spring 2020–present)

2024 LPN-RN Track Generic Nursing Application

This application is submitted only after you have completed the general admissions process as described in this packet. Include this application as part of your completed portfolio.

Please type or print clearly.

Select Campus: ☐ Gloucester ☐ Cumberland Student ID# _____

Legal Last Name: _____ Maiden Name (if applicable): _____

First Name: _____ Middle Initial: _____

Address: _____

City: _____ State: _____ ZIP Code: _____ County: _____

Home Phone: (____) _____ Date of Birth: ____/____/____

Work Phone: (____) _____ Sex: ☐ Male ☐ Female

Cell Phone: (____) _____ RCSJ Email Address: _____

Are you currently a student at Rowan College of South Jersey? ☐ No ☐ Yes

 If yes, check campus: ☐ Gloucester ☐ Cumberland

If no, have you ever attended Rowan College of South Jersey? ☐ No ☐ Yes, dates attended: _____

Please list below all high schools, vocational/technical schools and colleges/universities attended, and include a transcript for each. Transcript submission policies are on pages 21 and 22 of this admissions packet.

Name of Institution:	Address:	Dates Attended:	Degree Received:
High School	City/State	Month/Year	
Vocational/Technical School	City/State	Month/Year	
College/University	City/State	Month/Year	
College/University	City/State	Month/Year	
College/University	City/State	Month/Year	
College/University	City/State	Month/Year	
College/University	City/State	Month/Year	
College/University	City/State	Month/Year	

The Board of Trustees is committed to providing a work and academic environment that maintains and promotes affirmative action and equal opportunity for all employees and students without discrimination on the basis of certain enumerated and protected categories. These categories are race, creed (religion), color, national origin, nationality, ancestry, age, sex (including pregnancy and sexual harassment), marital status, domestic partnership or civil union status, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for military service, or mental or physical disability, including AIDS and HIV-related illnesses. For questions concerning discrimination, contact Almarie J. Jones-Gloucester Campus, Special Assistant to the President, Diversity and Equity, Title IX and Compliance at 856-415-2154 ajones@rcsj.edu; Nathaniel Alridge-Cumberland Campus, Jr., J.D., Director, Diversity and Equity, Title IX, and Judicial Affairs at 856-498-9948 or nalridge@rcsj.edu. For disabilities, contact Carol Weinhardt-Gloucester Campus, Director Department of Special Services, ADAAA/504 Officer at 856-415-2247 or cweinhar@rcsj.edu Meredith Vicente-Cumberland Campus, Senior Director, Disability Support Services 856-200-4688 mvcient1@rcsj.edu.

RCSJ Placement Test/Admission Status Form

This form is used to verify the applicant has satisfied general admission requirements to their designated campus and must be signed BEFORE placing in the portfolio. Please follow these steps to complete this form:

1. Complete the Applicant Section and submit to the Admissions office on your designated campus **prior** to submitting your portfolio. Applicants may submit their forms either in person or through email.
 - Gloucester Campus: SelectiveAdmissions@rcsj.edu
 - Cumberland Campus: Admissions@cc.rcsj.edu
2. RCSJ Admissions Representative will complete their section, sign form and return to student.
3. Only **after** an Admissions Representative signs this form will it be considered complete and ready to be enclosed in the portfolio.

Requests made after the September 15, 2023 deadline will not be honored.

Applicant Section:

Applicant Name: _____ ID # _____

I am an applicant for the 2024 LPN-RN Track Program on the following campus:

☐ Gloucester Campus ☐ Cumberland Campus

I hereby request the Admissions Office to verify my admission status and RCSJ Placement Test status. I acknowledge that only **after** an Admissions Representative signs this form will it be considered complete and ready to be enclosed in the portfolio.

Signature of Applicant: _____ Date: _____

RCSJ Admissions Office Section:

1. **General Application:** This applicant has a completed general admissions application to the campus designated in Applicant Section.

☐ Yes ☐ No

2. **High School Completion Credentials:** This applicant has satisfied the general admission requirements by providing the following document:

☐ Preliminary high school transcript (*send final copy after graduation*)
☐ Official high school transcript
☐ Home school transcript
☐ GED
☐ Applicant is missing high school completion credentials.

3. **RCSJ Placement Test Status:** This applicant satisfied the RCSJ placement test or received a testing exemption in the following areas (*Note: all three must be satisfied to submit a portfolio*):

Reading	Writing	Math
<input type="checkbox"/> Yes: _____	<input type="checkbox"/> Yes: _____	<input type="checkbox"/> Yes: _____
<input type="checkbox"/> No: _____	<input type="checkbox"/> No: _____	<input type="checkbox"/> No: _____

RCSJ Admissions Representative: _____ Date: _____

Please Note: Successful completion of this form only verifies the applicant has completed Step 1, General Admissions. Applicants must follow the portfolio checklist to confirm completion of Step 2, Selective Admissions Requirements.

Portfolio Submission Agreement

I certify that I have read and understood the information presented in this admissions packet. I understand admission to the LPN-RN Track program is not guaranteed, even if I meet or exceed all admissions ranking requirements. I understand, as a licensed practical nurse, I can apply to both the LPN-RN Track and the Generic Nursing program at Rowan College South Jersey.

I certify this Nursing portfolio is for one campus of the LPN-RN Track Program at Rowan College South Jersey. I understand that if I submit a portfolio to both campuses of the Nursing Programs, I will be disqualified for entry on both campuses for the Spring 2024 program.

I certify that all documents and information provided by me are true, accurate and complete. Any misleading or false information may result in actions including, but not limited to, discipline, dismissal or denial of application to all selective admission programs. In addition, I realize my acceptance may be revoked if I engage in behavior that questions my honesty, integrity, maturity or ethical character.

I further understand that once I submit this portfolio to the RCSJ Admissions Office, it is a final document and property of the College. I understand failure to include any required documentation (as stated on pages 10, 13, and 25) will result in an incomplete portfolio and I will be ineligible for admission to the 2024 LPN-RN Track Program. This includes omission of any college transcript or Verification of Instruction Method, if applicable to me.

The Buckley Amendment (Privacy Act) requires student permission before transferable college courses may be added to the student's academic record. I grant permission to the College to transfer any applicable courses and change my major course of study, should I be accepted to the program.

I understand the Nursing & Health Professions Division maintains the right to verify the status of my practical nursing license at any time in the program.

I understand I am solely responsible for the contents and completion of this portfolio. My signature below confirms I understand and agree to the statements above.

Print Name: _____

Signature: _____

RCSJ Student ID Number: _____ Date: _____

2024 LPN-RN Track Admission Ranking Scoresheet

33.33% – HSRT-AD Exam Score

Minimum score of 72. Score report must be in a sealed envelope from the RCSJ Campus Testing Center where you took the exam. Unofficial results printed by the student will result in an incomplete portfolio.

Overall Score: _____ **Date of Exam:** _____ **Campus:** ☐ Gloucester ☐ Cumberland

33.33% – Lab Science Requirement

Choose **one** science option below to use for admission ranking. If more than one option is selected, the highest final grade for the appropriate option will be used for admission ranking. All letter grades will be verified on the official transcripts included in the portfolio.

OPTION 1	Anatomy & Physiology I College level only/equivalent to BIO 105/BI 106. Taken from 2019 – present. “C+” or higher final grade. <i>Online instruction not acceptable at another college/university before spring 2020.</i>
	Course Name: _____ School/College: _____ Semester/Year Taken: _____ Final Letter Grade: ____ Taken at RCSJ? Yes <input type="checkbox"/> No <input type="checkbox"/>
	<p style="text-align: center;">If taken at RCSJ, verification of instruction method <i>is not required</i> in packet. If taken at another college/university, verification of instruction method <i>is required</i> in packet.</p>
	<p style="text-align: center;">Verification of Instruction Method for Science Transfer Credit</p> <p style="text-align: center;"> <input type="checkbox"/> Course Syllabus (If from out of State school). <input type="checkbox"/> Proof of Registration <input type="checkbox"/> Statement of Faculty Verified Identity Form (required if taken online at another college from spring 2020–present) </p>
or	
OPTION 2	Anatomy & Physiology II College level only/equivalent to BIO 106/BI 107. Taken from 2019 – present. “C+” or higher final grade. <i>Online instruction not acceptable at another college before spring 2020.</i>
	Course Name: _____ School/College: _____ Semester/Year Taken: _____ Final Letter Grade: ____ Taken at RCSJ? Yes <input type="checkbox"/> No <input type="checkbox"/>
	<p style="text-align: center;">If taken at RCSJ, verification of instruction method <i>is not required</i> in packet. If taken at another college/university, verification of instruction method <i>is required</i> in packet.</p>
	<p style="text-align: center;">Verification of Instruction Method for Science Transfer Credit</p> <p style="text-align: center;"> <input type="checkbox"/> Course Syllabus (If college level course is from out of State school).. <input type="checkbox"/> Proof of Registration <input type="checkbox"/> Statement of Faculty Verified Identity Form <i>(Required if taken online from spring 2020-present; The instructor also verifies instruction method)</i> </p>

33.34% – Cumulative GPA

Must be a 2.50 or higher from school of current/most recent attendance. **No rounding accepted.** GPA is calculated to the hundredth digit.

School/College of current or most recent attendance: _____ Cumulative GPA: _____

CONTINUES ON BACK PAGE

2024 LPN-RN Track Admission Ranking Scoresheet *(continued)*

Non-Ranking Requirements

Required Prerequisite Courses:

Please complete the following form below to indicate completion of required prerequisite courses for the LPN-RN Track Program. Official transcripts included in the portfolio will be used to verify course information and final grades.

Required Prerequisite Course	Course Code <i>(ex. ENG 101)</i>	Course Name <i>(ex. English Composition I)</i>	College Name <i>(where you completed the course)</i>	Semester and Year Taken <i>(ex. Fall 2022)</i>	Final Letter Grade
English Composition I <i>("C" or better final grade)</i>					
Anatomy & Physiology I <i>(2019-present. "C+" or better higher grade)</i>					
General Psychology <i>("C" or better final grade)</i>					

Acceptable coursework not taken at RCSJ must have equivalent content, lecture and lab hours, credit hours, come from an accredited institution of higher education and provide a letter grade. Applicants transferring their general education coursework from another college are encouraged to reach out to Selective Admissions to determine equivalency well ahead of the portfolio deadline.

Practical Nursing License

Complete the section below to provide information on your current practical nursing license. Include an official transcript from the college/technical school where you completed your PN program and a photocopy of your PN license. All applicants must graduate from an accredited Practical Nursing program.

School: _____ Graduation Date: _____

License Date: _____ State of Licensure: _____

License Number: _____ Is your license in good standing? ☐ Yes ☐ No

Statement of Faculty Verified Identity

Nursing and Health Professions programs will only accept, in transfer, Anatomy and Physiology I and II courses that have been completed successfully from a regionally accredited institution. **Acceptable coursework not taken at RCSJ must have equivalent content, lecture, credit hours, face-to-face lab hours and provide a letter grade.**

Online instruction is not acceptable for Anatomy I and/or Anatomy II courses taken at another college prior to Spring 2020.

Students taking Anatomy & Physiology I and/or Anatomy & Physiology II at either campus of Rowan College South Jersey do not include Verification of Instruction Method in their portfolio. The unofficial transcript from RCSJ included in the portfolio will satisfy this requirement.

Applicants taking Anatomy & Physiology I and/or Anatomy & Physiology II at another college must include Verification of Instruction Method Documents for applicable courses in their portfolio. Failure to include Verification of Instruction Method documents for applicable courses will result in an incomplete portfolio.

For each Nursing science course (Anatomy & Physiology I and/or Anatomy & Physiology II) taken online at another college since Spring 2020, please have this form completed by the instructor of the course. Signed statements must be included in the portfolio as part of verification of instruction method, even if the course is currently in-progress at time of portfolio submission. RCSJ science courses do not require completion of this form.

Applicant Name: _____ RCSJ ID# _____

Course Code and Title: _____

(Example: BIO 105, Anatomy & Physiology I) ☐ Proof of Registration Included ☐ Syllabus Included (if applicable)

Semester Taken: _____ Name of Institution: _____

Instructor Name: _____

This course was taken by the applicant in an online format at the institution and during the semester listed above.

I verify it was the above-named applicant who completed their course assignments using one or more of the following methods (check all that apply):

☐ All course communication took place through the institution's learning management system (Blackboard, Canvas, Sakai, etc.) or through college provided email address.

☐ Applicant submitted photos of lab assignments done at home

☐ Exams were monitored using proctored browser (ProctorU, Respondus, etc.)

☐ Cameras were required to be on during virtual class time

☐ Other: _____

Instructor Signature: _____ Date: _____

Instructor Email Address: _____