

**Union County College
Practical Nursing Program**

Consideration for Practical Nursing Enrollment

Students accepted by Union County College into the Practical Nursing major (PRNS) will need to complete and submit the following packet of information in order to be considered for enrollment in PNU 190. This process provides the data that is necessary to determine eligibility for the course.

In order to enroll in PNU 190, students will need to be in the PRNS major and:

1. Complete the Union County College application and admission process, including:
 - a. Submission of official high school transcript or GED scores (if no college degree or prior course work at Union County College) and official transcripts from other colleges/universities.
 - b. Review of foreign education transcripts by the World Education Services®
 - c. Identification of all applicable advanced standing transfer credit.*
2. Complete all required ESL courses and ENG 111.
3. Complete any and all required English and math developmental courses.
4. Achieve a GPA of 2.5 or higher at Union County College.
5. Submit the following packet of information:
 - a. Practical Nursing Application form
 - b. Unofficial copy of the current Union County College transcript that indicates all courses taken at the College and advanced standing transfer credit from other institutions

Students, who meet the GPA and pre-requisite course requirements for enrollment, will be notified of the orientation and course registration dates.

Practical Nursing program applications will be put on hold if students are taking a course during the semester prior to their desired enrollment date for:

- a. Completion of a developmental requirement and/or ESL course
- b. Completion of a course to increase the GPA to 2.5 or higher

For example, a student who wants to begin PNU 190 in the Fall, and is taking ENG 111 or a math development course in the Spring or Summer, will be on hold until the course is completed successfully and a grade is posted.

If there are more applications than seats available, students will be selected based upon the GPA and date of original Union County College application or curriculum change to the Practical

Nursing Program. In this instance, students with the highest GPAs and earliest application/curriculum change dates will be given priority for enrollment.

Upon reaching the maximum enrollment for PNU 190, qualified students will be evaluated for the next regular semester offering of the course.

Completed Practical Nursing application packets are to be sent to:

Director, Practical Nursing Program
Union County College
232 E. 2nd Street
Plainfield, NJ 07060

Packets may also be sent in electronic format to: Kathleen.wittrock@ucc.edu

Applications for Spring semester PNU 190 enrollment are due by **December 1st**.

For Fall semester course enrollment, applications are due by **May 15th**.

Applications will continue to be accepted after these dates, but priority will be given to those students who meet the deadlines, have completed required course work, and have the highest GPAs.

Nursing Advanced Standing*: Students requesting review of nursing courses that were taken at another school will need to submit transcripts and information about the nursing courses, such as the course description and syllabus, directly to the PN Program Director. Details of the process are found in the *PN Student Handbook* – <http://www.ucc.edu/academics/Certificates/practicalnursing.aspx>

NOTE: Enrollment in the Practical Nursing program requires interactions with patients and personnel in a variety of health care agencies. In order to meet the safety guidelines for these agencies, students need to have the following:

- Clear criminal background check* (vendor information will be provided)
- Current CPR for the Health Care Provider
- Complete health documentation, including titers and vaccinations for immunity (refer to the *PN Student Handbook* for details)
- Malpractice insurance – minimum of \$1 million/\$3 million

The health, CPR, and malpractice requirements are completed during, not before, PNU 190 enrollment.

*Criminal History Background Check

All students enrolled in the Practical Nursing program are required to have a clear criminal history background check to participate in clinical care experiences. Background checks are mandated by all clinical agencies and must be completed prior to enrollment in PNU 190. Students will be informed of the vendor for the background checks.

In the event that the student does not have a clear record and seeks to have further review, then each clinical affiliating agency will receive copies of any reports that indicate a criminal background. The clinical affiliating agencies will independently review these checks and, in their sole discretion, make a final decision as to whether each student will be allowed to participate in patient care activities at the clinical affiliating agency. If a student is denied clinical placement by any one clinical affiliating agency due to criminal history information, that student will not be able to enroll in PNU 190 and will be dropped from the program.

During program enrollment, it is the students' responsibility to notify the nursing program of any change in their criminal history status.

Examples of criminal behavior (convictions, guilty pleas, or judicial findings of guilt) that may result in an inability to continue in the program include, but are not limited to: assault, battery, homicide, manslaughter, kidnapping, sexual assault, arson, domestic violence, theft, drug abuse and/or distribution, and fraud.

Failure to disclose all previous convictions, other than minor traffic violations, will be grounds for dismissal from the program.

A criminal history background check clearance is required for licensure as a Practical Nurse in the State of New Jersey.

PNU 190 Enrollment Criteria

Students who have not completed ENG 101, PSY 101, or BIO 102 will need to take those courses concurrently with PNU 190.

The sequence of BIO 105 (Anatomy & Physiology I) and BIO 106 (Anatomy & Physiology II) may be used in place of BIO 102. If only BIO 105 is completed, BIO 106 may be taken concurrently with PNU 190, but must be completed prior to enrollment in PNU 191.

If ENG 112 is required, it is to be completed before or taken concurrently with PNU 190. ENG 112 is not accepted as an elective for the PN program.

The curriculum plan is found on the Practical Nursing website at:

<http://www.ucc.edu/academics/Certificates/practicalnursing.aspx>

UNION COUNTY COLLEGE

Practical Nursing Program Application

Please print clearly or type

APPLICANT INFORMATION										
Last Name			First			M.I	Date			
Street Address					Apartment/Unit #					
City			State			ZIP				
Phone			E-mail Address							
Semester Requested			Student ID No.			GPA				
Are you currently attending Union County College?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you attending another college?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	
If you are not currently attending Union County College, have you applied?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?					
Have you ever been convicted of a felony?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain					

EDUCATION									
High School			City/State						
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
College			City/State						
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
College			City/State						
From	To	Did you graduate?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree				
College			City/State						
From	To	Did you graduate?	YES	NO	Degree				

COURSE WORK –									
Attach an unofficial copy of your Union County College transcript showing courses completed/transferred									
Have you completed all ESL and developmental courses (i.e., ENG 088, MAT-016)									
							YES	NO	
COURSES	SEMESTER COMPLETED		GRADE		CURRENTLY TAKING		WHAT COLLEGE?		
ENG 101									
PSY 101									
BIO 102									
PSY 204									
ELECTIVE COURSE:									

ENG 111 and ENG 112 may be taken instead of ENG 101. BIO 105 and BIO 106 may be substituted for BIO 102. A waiver may be requested if PSY 205 was taken prior to the PSY 204 requirement. Grades of 'C' or better are required in all ESL, developmental and general education courses.

Last Name		First		Date	
Student ID#					

COURSES	SEMESTER COMPLETED	GRADE	CURRENTLY TAKING	WHAT COLLEGE?
ENG 111				
ENG 112				
BIO 105				
BIO 106				
PSY 204				
OTHER COURSES – CURRENTLY ENROLLED OR COMPLETED				

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to enrollment, I understand that false or misleading information in my application may result in my dismissal from the Program.

Signature

Date

*Union County College does not discriminate on the basis of race, color, national origin, sex, age or disability.