Admission Guidelines for Students Who Are Planning to Apply to the Nursing Program for Admission for Fall 2018 Semester
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ABBREVIATIONS

ACT   American College Testing Assessment
ADN   Associate of Science Degree in Nursing
BSN   Bachelor of Science Degree in Nursing
CPN   Certificate of Proficiency in Practical Nursing
GPA   Grade Point Average
LPN   Licensed Practical Nurse
RN    Registered Nurse

INTRODUCTION

Thank you for your interest in the CPN and ADN programs offered by Wor-Wic Community College. We have compiled this booklet to help you understand the selection process and to guide you through the procedures you must follow to apply to these limited admission programs.

PLEASE READ THIS ENTIRE BOOKLET. IT IS YOUR RESPONSIBILITY TO MAKE SURE THAT ALL FORMS AND INFORMATION REQUIRED FOR ADMISSION ARE PROVIDED BY THE STATED DEADLINES.

CONTACT INFORMATION

If you have any questions, please write or call us at the following:

Admissions
Wor-Wic Community College
32000 Campus Drive
Salisbury, MD 21804
(410) 334-2895

Nursing Department
Administrative Associate
410-572-8700 or 410-572-8701
Department Chair
410-572-8702

ACCREDITATION

Wor-Wic is a state-approved two-year college. It is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, 3624 Market Street, Philadelphia, PA 19104, (267) 284-5000. The Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Commission on Recognition of Postsecondary Accreditation. Our nursing programs are approved by the Maryland Board of Nursing.

The Wor-Wic Community College Certificate in Practical Nursing and Associate of Science in Nursing degree programs are pursuing pre-accreditation candidacy status from the
National League for Nursing Commission for Nursing Education Accreditation (NLN CNEA), located at 2600 Virginia Avenue, NW, 8th Floor, Washington, DC 20037; phone 202-909-2500. Interested parties are invited to submit third party comments in writing directly to NLN CNEA, attention Tabitha Bennett, NLN CNEA Manager of Accreditation Services, no later than November 27, 2017.

**COSTS**

Prospective nursing students should see the college catalog for current tuition rates. In addition to tuition, other semester costs include registration fees, books, course fees, laboratory fees, uniforms and insurance. For information about financial aid, call our financial aid office at (410) 334-2905.

**ELIGIBILITY FOR LICENSURE**

(http://www.lexisnexis.com/hottopics/mdcode/)

§ 8-304. Applications for licenses
To apply for a license to practice registered nursing or licensed practical nursing, an applicant shall:
(1) Submit to a criminal history records check in accordance with § 8-303 of this subtitle;
(2) Submit to the Board:
   (i) An application on the form that the Board requires, including a current address;
   (ii) Written, verified evidence that the requirement of item (1) of this subsection is being met or has been met;
   (iii) Written, verified evidence of completion of the appropriate education requirements of § 8-302 of this subtitle; and
   (iv) Written, verified evidence satisfactory to the Board that the applicant's primary state of residence is Maryland or a state that is not a party state to the Nurse Multistate Licensure Compact set forth in Subtitle 7A of this title; and
(3) Pay to the Board the application fee set by the Board.

§ 8-305. Examinations -- Registered nurse or licensed practical nurse
(a) Right to examination. -- Except as otherwise provided in subsections (b) and (c) of this section, an applicant who otherwise qualifies for a license as a registered nurse or as a licensed practical nurse is entitled to be examined for that license as provided in this section.

(b) Party state to the Nurse Multistate Licensure Compact. -- An applicant whose primary state of residence is a party state to the Nurse Multistate Licensure Compact set forth in Subtitle 7A of this title, other than Maryland, is not entitled to be examined for a license as a registered nurse or licensed practical nurse in the State.

(c) Denial of right to examination. -- Subject to the hearing provisions of § 8-317 of this subtitle, the Board may deny the right to be examined for a license as a registered nurse or as a licensed practical nurse to any applicant who is found to have violated any provision of § 8-316 of this subtitle.

Any concerns regarding eligibility must be directed to the Maryland Board of Nursing (MBON) 410-585-1929.
TECHNICAL STANDARDS

Certain physical, cognitive and functional abilities are essential for the delivery of safe, effective nursing care. These abilities are essential in the sense that they constitute core components of nursing practice, and there is a high probability that negative consequences will result for patient/clients under the care of nurses who fail to demonstrate these abilities. A program preparing students for the practice of nursing must adhere to standards for admission which incorporate these essential abilities into the education and evaluation of its students.

This statement of the Technical Standards of the nursing department at Wor-Wic Community College identifies the abilities deemed by the nursing department faculty to be essential to the practice of nursing. Reference material used in the development of these standards include the Maryland Nurse Practice Act, The Functional Abilities Essential for the Delivery of Safe, Effective Nursing Care (a descriptive research study conducted by the National Council of State Boards of Nursing), and Core Components and Competencies of Associate Degree in Nursing (ADN) graduates (developed by the Council of Associate Degree Nursing of the National League for Nursing). The Technical Standards are reflected in the nursing department program objectives and performance-based outcomes, which are the basis for teaching and evaluating all nursing students.

Consistent with its mission and philosophy, the Nursing Department at Wor-Wic Community College is committed to providing educational opportunities to students with disabilities. In accordance with the American Disabilities Act of 1990 and Section 504 of the Rehabilitation Act, the Nursing Department provides reasonable accommodations to otherwise qualified students with disabilities. The decision regarding appropriate accommodations will be based on the specifics of each case.

Students with disabilities who think they may require accommodation in meeting the Technical Standards of the Nursing Department should contact the college’s academic and disabilities counselor to discuss the process of identifying reasonable accommodations. Students should seek accommodation advisement as soon as possible so that a plan for accommodation can be in place at the beginning of the program. Applicants seeking admission to the nursing program who may have questions about the Technical Standards and appropriate reasonable accommodations are invited to discuss their questions with the college’s academic and disabilities counselor. Reasonable accommodations will be directed toward providing an equal educational opportunity for students with disabilities while adhering to the standards of nursing practice for all students.

Standards
The practice of nursing requires the following functional abilities with or without reasonable accommodations.

1. **Visual acuity** sufficient to assess patients and their environments and to implement the nursing care plans that are developed from such assessments.

   **Examples of relevant activities:**
   - Detect changes in skin color or condition
   - Discriminating between abnormal and normal color of body fluids or exudates.
• Collect data from recording equipment and measurement devices used in patient care
• Detect a fire in a patient area and initiate emergency action
• Draw up the correct quantity of medication into a syringe
• Read fine print, such as medication and equipment labeling

2. **Hearing ability** sufficient to assess patients and their environments and to implement the nursing care plans that are developed from such assessments.

**Examples of relevant activities:**
- Detect sounds related to bodily functions using a stethoscope
- Detect audible alarms within the frequency and volume ranges of the sounds generated by mechanical systems that monitor bodily functions
- Communicate clearly in telephone conversations
- Communicate effectively with patients, their families and with other members of the health care team

3. **Olfactory ability** sufficient to assess patients and to implement the nursing care plans that are developed from such assessments.

**Examples of relevant activities:**
- Detect foul odors of bodily fluids or spoiled foods
- Detect smoke from burning materials

4. **Tactile ability** sufficient to assess patients and to implement the nursing care plans that are developed from such assessments.

**Examples of relevant activities:**
- Detect changes in skin temperature
- Detect unsafe temperature levels in heat-producing devices used in patient care
- Detect anatomical abnormalities, such as subcutaneous crepitus, edema, or infiltrated intravenous fluid
- Palpate pulses

5. **Strength and mobility** sufficient to perform patient care activities and emergency procedures

**Examples of relevant activities:**
- Ability to independently lift and support a weight of at least 50 lbs.
- Safely transfer patients in and out of bed
- Safely ambulate patients
- Turn and position patients as needed to prevent complications due to bed rest
- Hang intravenous bags at the appropriate level
- Accurately read the volumes in body fluid collection devices hung below bed level
- Perform cardiopulmonary resuscitation

6. **Fine motor skills** sufficient to perform psychomotor skills integral to patient care

**Examples of relevant activities:**
- Safely disposes of needles in sharps containers
- Accurately place and maintain position of stethoscope for detecting sounds of bodily
functions
• Manipulate small equipment and containers, such as syringes, vials, ampules, and medication packages to administer medications
• Safely manipulate technological equipment necessary for the monitoring, assessment or treatment of patient care conditions

7. **Physical endurance** sufficient to complete assigned periods of clinical practice

8. **Ability to communicate** sufficiently to teach others, explain procedures, interact effectively with others, and convey information in writing.

   **Examples of relevant activities:**
   • Ability to speak, comprehend, read and write English at a level that meets the need for accurate, clear, and effective communication.
   • Ability to read, interpret, and communicate relevant data

9. **Emotional stability** to function effectively under stress and emergency situations, to adapt to changing situations, and to follow through on assigned patient care responsibilities and to withstand human suffering sufficient to maintain the therapeutic milieu at all times.

10. **Cognitive ability** to collect, analyze, and integrate information and knowledge to make clinical judgments and manage decisions that promote positive patient outcomes.

   **Examples of relevant activities:**
   • Analytical thinking sufficient to transfer knowledge from one situation to another and problem solve
   • Ability to prioritize tasks to meet patient needs
   • Ability to use long-term and short-term memory to provide safe, effective nursing care

*It is the policy of Wor-Wic Community College not to discriminate on the basis of age, gender, race, color, religion, national origin, marital status, sexual orientation, genetic information, gender identity, disability or any other characteristic protected by law in the admission and treatment of students, access to educational programs and activities, and terms and conditions of employment. Questions and complaints should be submitted to Wor-Wic’s Title IX coordinators and discrimination investigators. Complaints against students should be directed to Dr. Deidra G. Johnson, director of retention and student success, BH 110D, djohnson@worwic.edu or (410) 334-2902. Complaints against employees should be directed to Karen Berkheimer, director of human resources, BH 107, kberkheimer@worwic.edu or (410) 334-2920. Complaints can be mailed to the attention of these individuals at Wor-Wic Community College, 32000 Campus Dr., Salisbury, MD 21804*
CPN Program

Admission
## Certificate Program in Practical Nursing (CPN) Description

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## CPN Program Pre-Nursing Applicants

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  - GPA Admission Option
    - Certificate Program Credits: GPA Admission Option
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    - Certificate Program Credits: ACT Admission Option
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## Abbreviations

- **ACT**: American College Testing Assessment
- **ADN**: Associate of Science Degree in Nursing
- **BSN**: Bachelor of Science Degree in Nursing
- **CPN**: Certificate of Proficiency in Practical Nursing
- **GPA**: Grade Point Average
- **LPN**: Licensed Practical Nurse
- **RN**: Registered Nurse
CERTIFICATE PROGRAM IN PRACTICAL NURSING (CPN) DESCRIPTION

The certificate program in practical nursing is designed to prepare graduates for jobs as licensed practical nurses (LPNs). Graduates who pass the examination in Maryland for licensure as LPNs can give nursing care under the direction of other health care providers in a variety of settings, such as hospitals and nursing homes. This program is approved as part of Maryland’s statewide LPN to ADN articulation agreement. The certificate program is based on concepts from the physical, biological and social sciences.

Graduates of the certificate program should be able to:
1. Provide individualized nursing care to clients experiencing self-care deficits;
2. Use a variety of communication skills to establish effective communication;
3. Provide basic self-care information to clients who require support to restore or maintain health and meet self-care needs;
4. Plan and organize their own assignments in a variety of settings to provide a safe, effective care environment; and
5. Be responsible for their own nursing practice within accepted ethical and legal parameters.

The certificate of practical nursing (CPN) program is the first step in the CPN-ADN career ladder. Students complete clinical experiences, in addition to studying nursing theory and general education subjects.

CPN PROGRAM PRE-NURSING APPLICANTS

PRE-ADMISSION REQUIREMENTS

DUE TO THE LIMITED NUMBER OF SPACES AVAILABLE IN THE NURSING PROGRAMS, SATISFACTORY COMPLETION OF THE ADMISSION REQUIREMENTS DOES NOT GUARANTEE THAT YOU WILL BE ADMITTED INTO THE PROGRAM SINCE FINAL SELECTION IS ON A COMPETITIVE BASIS. Preference is given to residents of Worcester, Wicomico and Somerset counties. Secondary preference is given to other Maryland residents, with third selection priority to out-of-state residents.

In order to be considered for admission into the CPN program in September, you must complete and the college must receive ALL required documents as stated in the Pre-Admission Requirements and GPA Admission Option or ACT Admission Option by the first Friday in June by 4:30 p.m. In order to be considered for admission into the CPN program in January, you must complete and the college must receive ALL required documents as stated in the Pre-Admission Requirements and GPA Admission Option or ACT Admission Option by the first Friday in October by 4:30 p.m.

1. Complete the college’s admission application.
2. Submit an official transcript from a U.S. state-accredited high school or program confirming receipt of a high school diploma or the equivalent and all official college transcripts to the director of admissions. You can submit your application when you are a high school senior, but you must complete high school, submit your final transcript and the college must receive it no later than the first Friday in August by 4:30 p.m.
3. Proficiency examinations and transfer credit hours cannot equal more than 75 percent of the credit hours needed for a certificate of proficiency in practical nursing.
   a) High school or college courses in biology and chemistry are strongly recommended.
   b) Foreign students who want to be admitted as high school graduates or who want to transfer college credits into Wor-Wic must have their high school and college transcripts evaluated by an acceptable academic credential evaluation service, at their own expense. The registrar maintains a list of acceptable academic credential evaluation services.
   c) Students’ College Level Examination Program (CLEP) test scores will NOT be calculated in the grade point average (GPA) for acceptance into the nursing program.

4. A minimum of 25 percent of the required courses must be completed at Wor-Wic.

5. Take our diagnostic assessments if you have not successfully completed college-level English and Mathematics courses. If the assessments indicate that you need “Introduction to Writing” (ENG 086), “Basic Reading” (ENG 084), “College Reading” (ENG 095), “Basic Writing” (ENG 096) and/or “Prealgebra” (MTH 091), and/or “Elementary Algebra” (MTH 092) you must complete these courses with a grade of “C” or better.

6. Attendance at a nursing orientation session prior to application to the program is MANDATORY. Contact the Nursing Department for dates/times to reserve your seat.

7. Please note that students on academic probation or academic suspension are NOT eligible for acceptance into the nursing program.

8. Meet with a nursing faculty advisor to discuss the admission requirements and program options to determine the one that best suits your needs.

9. In order to be considered for admission, you must receive an acceptable score in one of the selection criteria listed below:

**GPA ADMISSION OPTION**

This option may be for you if you have been out of school for a long time, if you have family responsibilities or work obligations, or if you prefer to concentrate on only a few courses at a time.

1. If you want your admission to be based on your GPA, you must enter the GPA admission option and complete the pre-nursing courses. You must earn a grade of “C” or better in “Anatomy and Physiology I” (BIO 202), “Anatomy and Physiology II” (BIO 203), and “Elementary Statistics” (MTH 152), as well as an overall GPA of at least 2.00 in the pre-nursing courses. The GPA that is used for admission purposes is based only on the grades earned in the pre-nursing courses, regardless of whether they were completed at Wor-Wic or at another accredited college or university.

2. The pre-nursing courses and the remaining courses in this option are offered during the day and in the evening/weekend hours. “Evening” hours can begin as early at 1:00 p.m.
Certificate Program Credits: GPA Admission Option
Courses must be completed in the order in which they are listed in the catalog in order to progress.

### Fall and Spring Admission

#### Pre-Nursing Courses

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>BIO 202</td>
<td>Anatomy and Physiology I</td>
</tr>
<tr>
<td>* BIO 203</td>
<td>Anatomy and Physiology II</td>
</tr>
<tr>
<td>* ENG 101</td>
<td>Fundamentals of English I</td>
</tr>
<tr>
<td>* MTH 152</td>
<td>Elementary Statistics</td>
</tr>
<tr>
<td>PSY 101</td>
<td>Introduction to Psychology</td>
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<tr>
<td>SDV 100</td>
<td>Fundamentals of College Study</td>
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#### Remaining Courses

<table>
<thead>
<tr>
<th>Fall Semester (Fall Cohort) &amp; Spring Semester (Spring Cohort)</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>* NUR 101 Nursing Fundamentals</td>
<td>6</td>
</tr>
<tr>
<td>* NUR 115 Introduction to Nursing Pharmacology</td>
<td>1.5</td>
</tr>
</tbody>
</table>

7.5

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<thead>
<tr>
<th>Spring Semester (Fall Cohort) &amp; Summer Sessions (Spring Cohort)</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>* NUR 110 Nursing in Society</td>
<td>.5</td>
</tr>
<tr>
<td>* NUR 111 Adult and Mental Health Nursing</td>
<td>6</td>
</tr>
</tbody>
</table>

6.5

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<tr>
<th>Summer Sessions (Fall Cohort) &amp; Fall Semester (Spring Cohort)</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>* NUR 121 Maternal-Child Nursing</td>
<td>6</td>
</tr>
<tr>
<td>* PSY 251 Human Growth and Development</td>
<td>3</td>
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**Total Credit Hours:** 41

*This course has a prerequisite.
*This course can be taken before being accepted into the nursing program.

### ACT ADMISSION OPTION

This option may be for you if you are highly motivated and self-disciplined, if you have previous college credits or if you have only a few outside responsibilities. The nursing courses in this option are offered day or evening. ACT scores must be no older than 10 years and students must have a minimum score of at least 18.

Certificate Program Credits: ACT Admission Option
Courses must be completed in the order in which they are listed in the catalog in order to progress.

### Fall and Spring Admission

<table>
<thead>
<tr>
<th>Fall Semester (Fall Cohort) &amp; Spring Semester (Spring Cohort)</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>* NUR 101 Nursing Fundamentals</td>
<td>6</td>
</tr>
<tr>
<td>* NUR 115 Introduction to Nursing Pharmacology</td>
<td>1.5</td>
</tr>
<tr>
<td>* BIO 202 Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>* MTH 152 Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td>SDV 100 Fundamentals of College Study</td>
<td>1</td>
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</tbody>
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15.5
Spring Semester (Fall Cohort) & Summer Session (Spring Cohort)

* NUR 110 Nursing in Society .5
* NUR 111 Adult and Mental Health Nursing 6
♦ * BIO 203 Anatomy and Physiology II 4
♦ * ENG 101 Fundamentals of English I 3
♦ PSY 101 Introduction to Psychology 3

Summer Session (Fall Cohort) & Fall Session (Spring Cohort)

* NUR 121 Maternal-Child Nursing 6
♦ * PSY 251 Human Growth & Development 3

Total Credit Hours: 41

*This course has a prerequisite.
♦This course can be taken before being accepted into the nursing program.

ADMISSION PROCESS (GPA & ACT APPLICANTS)
1. Meet with a nursing faculty advisor and complete a Program Preference Form and the nursing department admission statements.
2. Prospective CPN students are ranked by GPA or ACT scores according to their track preference identified on the student preference form. GPA and ACT scores are separately ranked from highest to lowest. If there is a tie in GPA or ACT scores and there are more qualified applicants than available spaces, the admission of CPN students is based on lottery selection. The top students become prospective students to be accepted into the CPN program. All other students on the list are numbered consecutively as alternates.
3. Regardless of whether you choose the GPA or ACT admission option, you must earn a grade of “C” or better in “Anatomy and Physiology I” (BIO 202), “Anatomy and Physiology II” (BIO 203), and “Elementary Statistics” (MTH 152), as well as an overall GPA of at least 2.00 in the pre-nursing courses.
4. For Fall admission, the director of admissions will mail you a letter of acceptance or alternate status by the end of June. For Spring admission, the director of admissions will mail you a letter of acceptance or alternate status by the end of October. **PROSPECTIVE STUDENTS WHO RECEIVE ALTERNATE STATUS AND ARE NOT ADMITTED MUST REAPPLY TO THE PROGRAM IF THEY WANT TO BE CONSIDERED FOR THE NEXT ADMISSION CYCLE.**
5. If you are selected for admission you **must** submit your acceptance form by the date and time specified on your letter of acceptance for both the fall and spring admissions. Students selected into the nursing program(s) must also submit the results of a health examination performed by their primary health care provider at their own cost, copies of immunizations (PPD, Tetanus, MMR, Varicella, yearly flu), as well as proof of cardiopulmonary resuscitation certification for health care providers by the deadline dates indicated in their packets mailed to them. **The college is NOT PERMITTED to distribute health records once they are received by the Nursing Department, this includes returning them to the student.**
TRANSFER PRACTICAL NURSING STUDENTS

A student who wishes to transfer to Wor-Wic Community College’s CPN program after they have completed a nursing course or courses in another nursing program must submit official transcripts from their prior nursing school(s) and may receive transfer credit from their prior nursing program if they were successfully progressing in that program. If a student is unsuccessful in a prior program or does not meet all of the college and program requirements, they may not transfer into our program, but must meet eligibility requirements to apply and compete with all other applicants for admission to the college’s CPN program, as well as complete all required nursing courses in the curriculum if accepted.

Transfer into the college’s nursing program is permitted on a space available, competitive basis.

All official transcripts must be submitted from programs previously attended. Failure to submit transcripts constitutes fraud and will result in dismissal from the college.

PRE-ADMISSION REQUIREMENTS: TRANSFER CPN STUDENTS

Due to the limited number of spaces available in the nursing programs, satisfactory completion of the admission requirements does not guarantee that you will be admitted into the program since final selection is on a competitive basis. Preference is given to residents of Worcester, Wicomico and Somerset counties. Secondary preference is given to other Maryland residents, with third selection priority to out-of-state residents.

In order to be considered for transfer into the CPN program for a particular semester, you must complete ALL of the following requirements at least four weeks prior to the start of the semester in which you wish to enroll, and the college must receive all needed documents (below) at least four weeks prior to the start of the semester in which you wish to enroll.

1. Complete the college’s admission application.
2. Submit an official transcript from a U.S. state-accredited high school or program confirming receipt of a high school diploma or the equivalent and all official, unopened college transcripts to the director of admissions.
3. The department head for nursing may request more information regarding your previous nursing program of study to assist with determining possible transfer credits to be awarded.
4. Proficiency examinations and transfer credit hours cannot equal more than 75 percent of the credit hours needed for a certificate of proficiency in practical nursing
   a) High school or college courses in biology and chemistry are strongly recommended.
   b) Foreign students who want to be admitted as high school graduates or who want to transfer college credits into Wor-Wic must have their high school and college transcripts evaluated by an acceptable academic credential evaluation service, at their own expense. The registrar maintains a list of acceptable academic credential evaluation services.
c) Students’ College Level Examination Program (CLEP) test scores will NOT be calculated in the grade point average (GPA) for acceptance into the nursing program.

5. A minimum of 25 percent of the required courses must be completed at Wor-Wic.

6. Take our diagnostic assessments if you have not successfully completed college-level English and Mathematics courses. If the assessments indicate that you need “Introduction to Writing” (ENG 086), “Basic Reading” (ENG 084), “College Reading” (ENG 095), “Basic Writing” (ENG 096) and/or “Prealgebra” (MTH 091), and/or “Elementary Algebra” (MTH 092) you must complete these courses with a grade of “C” or better.

7. Attendance at a nursing orientation session prior to application to the program is MANDATORY. Contact the Nursing Department for dates/times to reserve your seat.

8. Please note that students on academic probation or academic suspension are NOT eligible for acceptance into the nursing program.

TRANSFER ADMISSION PROCESS: GPA ADMISSION ONLY
Transfer students must follow all steps in the PRE-ADMISSION REQUIREMENTS as indicated above. Transfer into the second semester of the college’s nursing program may be granted for students who meet Pre-Admission Requirements and are awarded credit for prior completion of the first semester nursing courses.

1. Meet with a nursing faculty advisor and complete a Program Preference Form and the nursing department admission statements. On the Program Preference Form, you must choose the GPA admission option, and choose the day or evening program option. “Evening” hours can begin as early as 1:00 p.m.

2. Prospective transfer CPN students are ranked by GPA from highest to lowest, competing with those GPA’s of students who are returning to the nursing program. The GPA that is used for admission purposes is based only on the grades earned in the pre-nursing courses (listed below), regardless of whether they were completed at Wor-Wic or at another accredited college of university.

3. You must earn a grade of “C” or better in “Anatomy and Physiology I” (BIO 202), “Anatomy and Physiology II” (BIO 203), and “Elementary Statistics” (MTH 152), as well as an overall GPA of at least 2.00 in the pre-nursing courses.

Certificate Program Credits: Transfer CPN Students
Courses must be completed in the order in which they are listed in the catalog in order to progress.

<table>
<thead>
<tr>
<th>Pre-Nursing Courses</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>◦ BIO 202 Anatomy and Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>◦ * BIO 203 Anatomy and Physiology II</td>
<td>4</td>
</tr>
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<td>◦ * ENG 101 Fundamentals of English I</td>
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<tr>
<td>◦ * MTH 152 Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td>◦ PSY 101 Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>◦ SDV 100 Fundamentals of College Study</td>
<td>1</td>
</tr>
</tbody>
</table>

The top students become prospective students, space permitting, to be accepted into the CPN program. All other students on the list are numbered consecutively as alternates.
Remaining Courses/Sequence

Placement into the CPN program’s second semester and credits awarded may vary according to previously completed nursing courses in other programs, the curriculum taught in those courses and the credits awarded for the courses. Below is the typical course schedule for CPN students. **Courses must be completed in the order in which they are listed in the catalog in order to progress.**

### Fall Semester (Fall Cohort) & Spring Semester (Spring Cohort)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 101</td>
<td>Nursing Fundamentals</td>
<td>6</td>
</tr>
<tr>
<td>NUR 115</td>
<td>Introduction to Nursing Pharmacology</td>
<td>1.5</td>
</tr>
<tr>
<td></td>
<td></td>
<td>7.5</td>
</tr>
</tbody>
</table>

### Spring Semester (Fall Cohort) & Summer Sessions (Spring Cohort)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</tr>
</thead>
<tbody>
<tr>
<td>NUR 110</td>
<td>Nursing in Society</td>
<td>.5</td>
</tr>
<tr>
<td>NUR 111</td>
<td>Adult and Mental Health Nursing</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6.5</td>
</tr>
</tbody>
</table>

### Summer Sessions (Fall Cohort) & Fall Semester (Spring Cohort)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 121</td>
<td>Maternal-Child Nursing</td>
<td>6</td>
</tr>
<tr>
<td>PSY 251</td>
<td>Human Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td></td>
<td>9</td>
</tr>
</tbody>
</table>

**Total Credit Hours:** 41

*This course has a prerequisite.
♦ This course can be taken before being accepted into the nursing program.

### RE-ENTRY TO THE CPN PROGRAM (ALL PN STUDENTS)

All current CPN students who do not successfully complete NUR 101 of the CPN program and are eligible to return/repeat the course, must re-apply to the CPN program following the guidelines previously described in the CPN Pre-Nursing Applicants section.

Any and all CPN students who do not successfully complete one of the following CPN courses: NUR 110, NUR 111, NUR 115 or NUR 121 and are eligible to return/repeat the course, should refer to their current Nursing Students Policies & Procedures Handbook for the reenrollment policies and guidelines.

### DRUG TESTING AND BACKGROUND CHECKS

In accordance with the requirements of most of our clinical facilities, as well as recommendations of the National Council of State Boards of Nursing, background checks and drug screening are required by the clinical facilities. In addition, background checks are required by the Maryland Board of Nursing for purposes of licensure. You will have to complete more than one criminal background check during the course of your nursing program. Each clinical facility sets its own standards for a background check and drug screening. Passing the background check is typically a condition of the clinical facility that **must be satisfied before** a student can be placed for an educational clinical experience. You will be asked by the clinical facility to **pay the cost of the background check and drug screening.** If you fail a clinical facility’s criminal background check or drug test, you may be unable to complete your course requirements. The college has no obligation to **refund your tuition or fees, or to accommodate you in the event that you fail a background check or a drug test.**
ADN - Table of Contents

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  Associate Degree Program Credits 20
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  Transfer and Proficiency Requirements 21
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Abbreviations

ACT  American College Testing Assessment
ADN  Associate of Science Degree in Nursing
BSN  Bachelor of Science Degree in Nursing
CPN  Certificate of Proficiency in Practical Nursing
GPA  Grade Point Average
LPN  Licensed Practical Nurse
RN   Registered Nurse
ASSOCIATE OF SCIENCE DEGREE NURSING (ADN)
PROGRAM DESCRIPTION

The associate of science degree nursing program is for anyone who has completed a practical nursing program. This program is designed to prepare graduates for jobs as registered nurses (RNs). Graduates who pass the examination in Maryland for licensure as RNs can give nursing care in a variety of settings, where they may also provide direction to others in the technical aspects of nursing. The associate of science degree program builds on the foundation of the practical nursing program. This program is approved as part of Maryland's statewide RN to BSN articulation agreement. After you successfully complete the ADN program, you can take the licensure examination to become a RN.

There are two pathways into the associate degree program: 1) the direct progression pathway that builds upon the foundation of the college’s practical nursing program for students who complete Wor-Wic’s practical nursing program; and 2) the LPN to ADN Pathway for LPNs who have an active unencumbered Maryland or compact state LPN license. Students in the LPN to ADN pathway receive 16 credits for their prior nursing education course work.

Graduates of the associate degree program should be able to:
1. Provide individualized nursing care to clients experiencing self-care deficits;
2. Use a variety of communication skills and techniques to establish and maintain effective communication;
3. Implement individualized teaching plans for clients who need information or support to promote, maintain or restore health;
4. Manage nursing care for a group of clients with common/complex, well-defined health problems in a variety of settings; and
5. Practice nursing within accepted ethical and legal parameters.

An associate degree is awarded to students who complete their specific program requirements as well as the following college criteria:
   1. A minimum of 15 credits completed at Wor-Wic
   2. A general education competency assessment (unless exempt)
   3. An Application for Graduation to receive a diploma.

Graduates are granted up to 70 non-nursing credit hours for their Wor-Wic course work when they enroll in one of the BSN programs in the University of Maryland system. Individuals with an active unencumbered Maryland or Compact RN license are awarded a minimum of 30 upper division nursing credits.

DIRECT PROGRESSION PATHWAY
FROM CPN PROGRAM

Students currently enrolled in Wor-Wic’s CPN program can proceed directly into the ADN program if they complete all of the following requirements:
   1. Students who are enrolled in the daytime and evening CPN sections will complete a Program Preference Form stipulating their preference for daytime or evening classes for direct progression to the ADN program by the first Friday in June by 4:30 p.m.
for fall semester direct progression or the **first Friday in October by 4:30 p.m.** for spring semester direct progression. Due to the limited number of seats in the daytime and evening sections, students may not be granted their preferred selection; however, they will be offered a seat in an alternative section. If necessary, directly progressing students will be ranked according to their grade point average of the prerequisite courses.

2. Maintain a GPA of 2.00 or higher and a grade of “C” or better in all the nursing, biology, and mathematics courses in the CPN program.

3. Complete all CPN program and college graduation requirements.

### ASSOCIATE DEGREE PROGRAM REQUIREMENTS

<table>
<thead>
<tr>
<th>Pre-ADN General Education Courses</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>♦ BIO 202 Anatomy and Physiology I</td>
<td>4</td>
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<td>3</td>
</tr>
<tr>
<td>♦ SDV 100 Fundamentals of College Study</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>21</td>
</tr>
</tbody>
</table>

Total credits awarded for CPN nursing courses  

**Total CPN Credit Hours:** 41

### Associate Degree Program Credits

Courses must be completed in the order in which they are listed in the catalog in order to progress.

#### Fall and Spring Admission

<table>
<thead>
<tr>
<th>Fall Semester (Fall Cohort) &amp; Spring Semester (Spring Cohort)</th>
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<tbody>
<tr>
<td>* NUR 216 Advanced Nursing Pharmacology</td>
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<td>* NUR 222 Advanced Nursing I and Community Health</td>
<td>7</td>
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<td>.5</td>
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<tr>
<td>♦ * ENG 151 Fundamentals of English II</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credit Hours: 16

<table>
<thead>
<tr>
<th>Spring Semester (Fall Cohort) &amp; Summer Sessions (Spring Cohort)</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>* NUR 223 Advanced Nursing II and Leadership/Management</td>
<td>7</td>
</tr>
<tr>
<td>♦ SOC 101 Introduction to Sociology</td>
<td>3</td>
</tr>
<tr>
<td>♦ SPH 101 Fundamentals of Oral Communication</td>
<td>3</td>
</tr>
</tbody>
</table>

Total Credit Hours: 13

**Total CPN & ADN Credit Hours:** 70

*This course has a prerequisite.
♦This course can be taken before being accepted into the nursing program.
LPN TO ADN PATHWAY FOR LPNS

Wor-Wic Community College offers the opportunity for LPNs who wish to return to school to complete their associate of science in nursing (ADN) degree who satisfy pre-admission requirements. Transfer LPNs are offered seats in the ADN program on a space available basis in both the fall and spring semesters; however, extra seats for the spring admission cohorts have been made available. Admission to the college’s ADN program is on a competitive basis.

TRANSFER AND PROFICIENCY REQUIREMENTS

If you graduated from a practical nursing program at a regionally accredited degree-granting institution, you can receive credit for the courses you completed. The determination of transfer credit is made by the registrar after a review of your official transcripts. All nursing courses must be officially documented through transfer credit, passing proficiency examinations or having an active unencumbered Maryland or compact LPN license.

If you graduated from a practical nursing program approved under the terms of Maryland’s statewide LPN to ADN articulation model, and you have successfully passed the NCLEX-PN in Maryland or in one the compact licensure states, you do not need to take proficiency exams. You can receive credit for all of the nursing courses in Wor-Wic’s CPN program without being tested after successfully completing the 4 credit course, NUR 221: LPN to ADN Transition.

Admission to the college’s associate of science degree nursing program is permitted on a space available, competitive basis.

If you graduated from a non-collegiate practical nursing program, you must pass proficiency examinations in all of the nursing courses in order to receive college credit for your practical nursing education or have an active unencumbered Maryland or compact LPN license.

*Students who have begun an RN program at another institution(s) and are not eligible for continuation or readmission, whether ADN, diploma or BSN, will not be admitted to the Wor-Wic Community College associate of science degree in nursing program. All official transcripts must be submitted from programs previously attended. Failure to submit transcripts constitutes fraud and will result in dismissal from the college.*

PRE-ADMISSION REQUIREMENTS: TRANSFER ADN STUDENTS

Due to the limited number of spaces available in the nursing programs, satisfactory completion of the admission requirements does not guarantee that you will be admitted into the program since final selection is on a competitive basis. Preference for placement in the ADN program is given to students who are directly progressing from the college’s CPN program. Preference is given to residents of Worcester, Wicomico and Somerset counties. Secondary preference is given to other Maryland residents, with third selection priority to out-of-state residents.
If you are not proceeding directly from Wor-Wic’s CPN program into the ADN program and want to be considered for admission into our ADN program in September, you must complete and the college must receive **ALL** of the following required documents by the **first Friday in June by 4:30 p.m.** If you want to be considered for admission into our ADN program in January, you must complete and the college must receive **ALL** of the following requirements by the **first Friday in October by 4:30 p.m.** Prospective transfer students applying for the ADN program are ranked by GPA scores **ONLY**. If there is a tie in GPA scores and there are more qualified applicants than available spaces, the admission of ADN students is based on lottery selection.

1. Complete the college’s admission application.
2. Submit an **official** transcript from a U.S. state accredited high school or program confirming receipt of a high school diploma or the equivalent and **ALL official** transcripts from your practical nursing program and/or college transcripts to the director of admissions by 4:30 p.m. on the prospective due dates.
   a) A high school or college chemistry course is strongly recommended.
   b) Foreign students who want to be admitted as high school graduates or who want to transfer college credits into Wor-Wic **must** have their high school and college transcripts evaluated by an acceptable academic credential evaluation service, at their own expense. The registrar maintains a list of acceptable academic credential evaluation services.
3. Take our mathematics diagnostic assessment if you do not transfer a 100 level college math course or higher from your previous college. If the assessment indicates that you need “Elementary Algebra” (MTH 092), you **must** complete this course with a grade of “C” or better.
4. Satisfactorily complete all of the pre-ADN general education courses required in Wor-Wic’s CPN program; satisfactorily complete the 4 credit course, NUR 221: LPN to ADN Transition and receive college transfer credit for your CPN education from a regionally accredited degree-granting institution or your unencumbered active Maryland or compact state LPN licensure.
5. Your admission will be based on your GPA. You must have a GPA of at least 2.00 in the pre-nursing courses and a grade of “C” or better in the two biology courses, “Anatomy and Physiology I” (BIO 202), “Anatomy and Physiology II” (BIO 203), and “Elementary Statistics” (MTH 152). The GPA that is used for admission purposes is based **only** on the grades earned in the pre-nursing courses, regardless of whether they were completed at Wor-Wic or at another accredited college or university. They are BIO 202; BIO 203, ENG 101; MTH 152, PSY 101; SDV 100.
6. Please note that students on academic probation or academic suspension are **not** eligible for acceptance into the program.

**ADMISSION PROCESS: TRANSFER ADN STUDENTS**

1. Meet with the nursing department chair to complete a Program Preference Form and the nursing department admission statements.
2. Prospective ADN students are ranked by GPA according to their preference for the day or evening program identified on the student preference form. GPA are ranked from highest to lowest. If there is a tie in GPA and there are more qualified applicants than available spaces, the admission of ADN students is based on lottery selection. The Direct Progression students are accepted into the ADN program first; all other students on the list are admitted on a space available and compete by their
GPA of the pre-requisite courses as listed in the pre-admission requirements section. Those who are not admitted are numbered consecutively as alternates.

3. By the end of June, the director of admissions will mail you a letter of acceptance or alternate status for the fall admission and by the end of October for the spring admission. **PROSPECTIVE STUDENTS WHO RECEIVE ALTERNATE STATUS AND ARE NOT ADMITTED MUST REAPPLY TO THE PROGRAM IF THEY WANT TO BE CONSIDERED FOR THE FOLLOWING YEAR.**

4. If you are selected for admission you **must** submit an acceptance by the date and time specified on your letter of acceptance for both the fall and spring admissions. Students selected into the nursing program(s) must also submit the results of a health examination performed by their primary health care provider at their own cost, copies of immunizations (PPD, Tetanus, MMR, Varicella, yearly flu), as well as proof of cardiopulmonary resuscitation certification for health care providers. **The college is NOT PERMITTED to distribute health records once they are received by the Nursing Department, this includes returning them to the student.**

### ADN PROGRAM REQUIREMENTS: TRANSFER ADN STUDENTS

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<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>21</strong></td>
</tr>
</tbody>
</table>

| * NUR 221 LPN to ADN Transition (4 credits) and an active unencumbered Maryland or compact LPN license | **20**       |

**Total CPN Credit Hours:** **41**

### Associate Degree Program Credits

Courses must be completed in the order in which they are listed in the catalog in order to progress.

#### Fall and Spring Admission

<table>
<thead>
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<th>Fall Semester (Fall Cohort) &amp; Spring Semester (Spring Cohort)</th>
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</table>

**Total: 16**

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<th>Spring Semester (Fall Cohort) &amp; Summer Sessions (Spring Cohort)</th>
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<td>3</td>
</tr>
</tbody>
</table>
### RE-ENTRY TO THE ADN PROGRAM

Current ADN students who do not successfully complete NUR 222 and are eligible to repeat the course, must re-apply to the ADN program following the guidelines described below.

Current ADN students who do not successfully complete one of the following ADN courses: NUR 216, NUR 223 or NUR 255 and are eligible to repeat the course, should refer to their current Nursing Students Policies & Procedures Handbook for the reenrollment policies and guidelines.

### RE-ENTRY ADMISSION PROCESS

**DUE TO THE LIMITED NUMBER OF SPACES AVAILABLE IN THE NURSING PROGRAMS, SATISFACTORY COMPLETION OF THE ADMISSION REQUIREMENTS DOES NOT GUARANTEE THAT YOU WILL BE ADMITTED INTO THE PROGRAM SINCE FINAL SELECTION IS ON A COMPETITIVE BASIS. PREFERENCE FOR PLACEMENT IN THE ADN PROGRAM IS GIVEN TO STUDENTS WHO ARE DIRECTLY PROGRESSING FROM THE COLLEGE’S CPN PROGRAM. Preference is given to residents of Worcester, Wicomico and Somerset counties. Secondary preference is given to other Maryland residents, with third selection priority to out-of-state residents.**

In order to be considered for admission into the ADN program in September, you must complete and the college must receive *ALL* of the following required documents by the **first Friday in June by 4:30 p.m.** In order to be considered for admission into the ADN program in January, you must complete and the college must receive *ALL* of the following required documents by the **first Friday in October by 4:30 p.m.**

Previous Wor-Wic CPN or ADN nursing students applying for the ADN program are ranked by **GPA scores ONLY.** If there is a tie in GPA scores and there are more qualified applicants than available spaces, the admission of ADN students is based on lottery selection.

1. Meet with the nursing department chair or a nursing advisor to complete a Program Preference Form and the nursing department admission statements.
2. Prospective ADN students are ranked by GPA according to their preference for the day or evening program identified on the student preference form. GPA are ranked from highest to lowest. If there is a tie in GPA and there are more qualified applicants than available spaces, the admission of ADN students is based on lottery selection. The Direct Progression students are accepted into the ADN program first; all other students on the list are admitted on a space available basis and compete by their GPA of the pre-requisite courses as listed in the pre-admission requirements section (BIO 202, BIO 203, ENG 101, MTH 152, PSY 101) or by the pre-admission...
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*December 6, 2017*