

**Arkansas Northeastern College
Associate Degree Nursing- LPN to RN Option
Pre-Program Advising Checklist**

Date: _____

Student Name: _____ Student ID #: _____

LPN to RN Pre-Nursing students are assigned to the Nursing & Allied Health Advising Specialist to be their Advisor. The Advising Specialist may schedule both group and individual sessions with students to ensure College and Nursing Admission guidelines are provided and explained for those students seeking admission into the Associate Degree Nursing Program. The Advising Specialist will advise and enroll students in appropriate pre-requisite and general education coursework until acceptance into the Nursing Program. Once the following Pre-Nursing Advising Checklist is completed, the Advising Specialist will submit to the Nursing Department for inclusion in the student's file.

1. Complete Admission requirements for enrollment into Arkansas Northeastern College.

- _____ Complete ANC Application and submit to Registrar's Office by **April 15**.
- _____ Submit a high school transcript or GED (with scores) to the Registrar's Office (copy should be submitted to the Nursing Office).
- _____ Submit official transcripts from any college(s) previously attended to the Registrar's Office for evaluation and unofficial copies to the nursing department by **April 15**.
- _____ Complete placement testing scores (ACCUPLACER, ACT), meeting minimal acceptance scores and submit copy to ANC Advising Specialist and Nursing Office if applicable.
- _____ Immunization record documenting proof of two MMRs to Registrar (**also copy should be submitted to the Nursing Office**).

2. Complete Application and Admission requirements for the Associate Degree Nursing Program.

- _____ Meet with the Nursing & Allied Health Advising Specialist for advisement.
- _____ Receive a current Associate Degree Nursing Information Guidelines.
- _____ Complete Application for Admission to the Associate Degree Nursing Program located in Nursing Information Guidelines and submit to Nursing Office by **April 15**.
- _____ **Read the following, sign, and submit to the Nursing Office with the ADN Admission Application:**
 - Nursing Department Statement of Responsibility.
 - Understanding of Functional Abilities Form.
 - Criminal Background Check Verification and Arkansas State Board of Nursing –Nurse Practice Act-Subchapter 3- Licensing- Criminal Background Checks.
- _____ **Complete the PAX Exam.** The PAX Exam must be taken prior to the **April 15** application deadline. Applicants must obtain a minimal composite score of at least 100 or higher in order to be considered for admission to the ADN program. Students may take the PAX exam twice per application period but no more than once per semester as scheduled in the Fall and Spring prior to the **April 15** application deadline. The higher of the two scores will be used for consideration in the selection process. Official scores must be submitted to the Nursing office by **April 15** prior to Fall Admission. *PAX exam scores are valid for two years following the date of examination. Refer to Testing Center Policy for scheduling PAX exams.*

- _____ Earn a grade of “C” or greater on all required pre-requisite and general education courses as reflected on the ADN Curriculum Plan.
- _____ **Have a minimum cumulative 2.0 grade point average** on all college course work, including all previously attempted and completed courses excluding developmental courses at the end of the Fall semester prior to selection into the Spring class.
- _____ Successful completion of the LPN to RN Transition in Nursing Course.
- _____ Submit verification of graduation from a PN program within the State of Arkansas or an accredited program.
- _____ Complete the NLN NACE I Exam if graduated from a non-accredited program outside of the State of Arkansas.

3. Complete Pre-requisite and general education courses as outlined in the ADN Curriculum Plan.

Prerequisite Courses:

All students must have all of the following prerequisite courses completed by the end of the Spring Semester preceding Fall admission to the Nursing program. Prerequisite courses taken during the Spring semester are acceptable provided that a transcript or course schedule is submitted to the Nursing Department as proof of enrollment prior to the **April 15 deadline**. After course completion, transcripts must be submitted before consideration in the Nursing Program selection process. (Prerequisite courses completed after the Spring semester will be applied to the next application year/deadline.)

- _____ Mathematical Applications for Allied Health or College Algebra
- _____ General Psychology
- _____ English Composition I
- _____ Anatomy & Physiology I with Lab (from same college/university)
**A & P I & II with Lab may be completed and transferred from two different colleges/universities; however, each lecture/lab course must be from the same college/university.*
- _____ LPN to RN Transition in Nursing Course

General Education Requirements:

Pre-Nursing students may continue to complete general education requirements for the Associated Degree Nursing Program as reflected on the ADN Curriculum Plan prior to acceptance into the program. Remaining general education requirements are:

- _____ Anatomy & Physiology II with Lab (from same college/university)
- _____ English Composition II
- _____ Developmental Psychology
- _____ Computer Applications
- _____ Microbiology with Lab
 Microbiology with Lab must be completed from the same college/university.
- _____ Submit (hand-deliver, e-mail or mail) an updated copy of your unofficial transcript at end of each semester as follows:

Submit Transcripts as follows:

Mail to:

Arkansas Northeastern College
 Nursing Department
 P.O. Box 1109
 Blytheville, AR 72316-1109

E-mail to:

mmills@smail.anc.edu or tpankey@smail.anc.edu

