

LPN to RN Bridge Program

School of Health Professions
Community College of Baltimore County (CCBC)
Dundalk Campus

Admissions Guide

2020 - 2021



LPN to RN Bridge Program

Welcome

On behalf of the School of Health Professions, thank you for your interest in CCBC's LPN to RN Bridge Program. The LPN to RN Transition Course (LPN Bridge) is offered as a traditional 12-week face-to-face fall program at the Dundalk campus. Students who successfully complete the LPN Bridge course are permitted to join the RN program (traditional day program) at the beginning of the second year of the RN program.

The LPN Bridge students are guaranteed a seat only in the day program at the Essex and Catonsville campuses. The LPN Bridge Course is conducted as a daytime program in the fall semester on the Dundalk Campus.

Please carefully review the information contained within this guide to ensure you have completed all steps required for admissions consideration.

I wish you the best with submission of your admissions application.

Sincerely,

Cheryl J. McNamara, D.N.P., R.N.
Program Director

Program Description

The LPN to RN Bridge program is designed as a pathway for licensed practical nurses to bridge into the registered nurse program. Applicants must have a valid Maryland LPN license. Students complete prerequisite courses and apply for admission. The bridge course is provided on the Dundalk campus and offered each fall. Upon successful completion of the bridge course, students articulate into the third semester of the RN program. The RN program is conducted on the Catonsville and Essex Campuses.

Accreditation

The Program is accredited by the Maryland Board of Nursing and the Accreditation Commission for Education in Nursing (ACEN).

ACEN

3343 Peachtree Road NE
Suite 850
Atlanta, Georgia 30326
www.acenursing.org
(404) 975-5000

Admissions Deadline

May 31 for a fall start

Required Entry Exam

The ATI Test of Essential Academic Skills (ATI TEAS) is a general knowledge exam used as part of the admissions process by Nursing and Allied Health schools nationwide. This is a standardized exam created by a company called Assessment Technologies Institute (ATI). The TEAS exam covers general content in Reading, Mathematics, Science, English, and language usage.

Students must register for the ATI TEAS test, complete the test, and submit official scores to CCBC TEAS by the deadline of May 15th.

The minimum scores for admission to CCBC Nursing are listed below. If you do not participate in the ATI TEAS, your application will not be evaluated. Students who do not meet these minimum scores may not be reviewed for admission.

- Overall – PROFICIENT (58.7%) or higher
- Reading – 69.0% or higher

Additional information about registering to take the TEAS can be found at:

<http://www.ccbcmd.edu/Programs-and-Courses/Schools-and-Academic-Departments/School-of-Health-Professions/School-of-Health-Professions-Admissions-Office/TEAS-Testing.aspx>

Required Prerequisite Coursework

Students must have completed or be currently enrolled in and scheduled to complete the following required courses prior to application deadline of May 31st. All courses must be complete with a C or better.

The following courses are **required** for admission:



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Prerequisite Courses

➤ BIOL 110 Biology I: Molecules and Cells* (4 credits)	➤ PSYC 101 Introduction to Psychology (3 credits)
➤ BIOL 220 Human Anatomy and Physiology I (4 credits)	➤ PSYC 103 Principles of Human Growth and Development (3 credits)
➤ BIOL 221 Human Anatomy and Physiology II (4 credits)	➤ ENGL 101 (3 credits)
➤ BIOL 230 Microbiology (4 credits)	

BIOL 110 Biology I: Molecules and Cells may be a prerequisite for BIOL 220 and BIOL 230. The requirement may be waived for students transferring BIOL 220 and/or BIOL 230. It is not required for admission into the program however may be required for graduation.

The following general education courses are not required prior to entrance into nursing, but must be successfully completed by the end of the program. All courses must be complete with a C or better. For best admission consideration, all courses should be completed at the time of application.

General Education Courses

➤ General Education Arts & Humanities Elective (3 credits) ○ Recommended: PHIL 240 Ethics	➤ General Education Math Requirements (3-4 credits) ➤ Recommended: MATH 125 or MATH 153
➤ CMNS 101 Fundamentals of Communication (3 credits)	

Minimum Admission Criteria

Applicants will be selected for the TRANSITION COURSE after scores are received for the ATI TEAS preadmission test. The following criteria will be applied in the selection process:

1. Copy of current Maryland LPN License renewal form from the Maryland board of Nursing website uploaded to the SHP CAS application, in the Program Materials quadrant.
2. Must submit the Clinical Experience/Recommendation Form by the application deadline documenting at least 500 hours of employment as an LPN uploaded to the SHP CAS application. (Page 8 of the Admission Packet.)
3. Successful completion of any college math course that meets the general education requirement, a course at the level of college algebra; or successful completion of MATH 082;
4. Completion of the Test of Essential Academic Skills (TEAS) by the application deadline and with a satisfactory score.

5. Satisfactory completion of the required general education courses by the end of the spring semester.
6. A minimum GPA of 2.50 on the prerequisite, general education and program required courses, and an overall CCBC GPA of at least 2.00.

In the event there are more applicants for the LPN/ADN Transition Course than spaces available, and all applicants meet the minimum standards required, consideration will be given based on the following criteria according to the rank order assigned below:

- LPNs who graduated from the CCBC Practical Nursing program
- LPN's who graduated within the last five years from a school participating in the MD State Articulation Agreement
- The greatest number of required general education courses completed with the highest GPA
- Scores on the TEAS examination
- Additional course work
- Acute Care Work experience

Steps for Admission

1. Apply for admission to CCBC at <http://www.cbcmd.edu/apply>
2. Participate in assessment testing, if necessary.
3. Complete prerequisite courses as necessary.
4. Complete ATI TEAS testing by deadline.
5. Once you have your CCBC Student ID number, log into <https://shp.liaisoncas.com/applicant-ux/#/login> and apply to the program by the application deadline. The **non-refundable** \$50 application fee is due at time of submission.
6. It is the sole responsibility of the student to ensure that all documents have been received or uploaded into the SHP CAS by the May 31st deadline.
7. Applicants will receive an **email** inviting them to complete the **CCBC SHP Supplemental application** once their program SHP CAS application has been verified. Instructions will be in the email.

TRANSCRIPTS

Official transcripts from ALL colleges/universities attended by the applicant, are required to be submitted to the SHP CAS **AND** to CCBC. Please read these instructions carefully.

1. This program requires that all official college transcripts be submitted to the SHP CAS preferably 4-6 weeks prior to the admission deadline.
 - a. SHP CAS Transcript Processing Center



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- i. You may choose to send an electronic transcript (if your school offers it) for faster processing. You may find us as SHP CAS or something similar according to how your school has it listed.
- ii. Alternatively, all official U.S. College transcripts, including CCBC, are required to be sent to the SHP CAS Transcript Processing Center. Hard copies (paper copies) must be sent along with the Transcript Matching Form for each transcript (found in the second quadrant of your SHP CAS application, in the Colleges Attended tab) to the below address.

SHP CAS Transcript Processing Center

P.O. Box 9134

Watertown, MA 02471

- a. CCBC Enrollment Services Center, Baltimore, MD
Additionally, ALL official U.S. College transcripts, **not including CCBC**, must be sent to the CCBC Enrollment Services Center. Directions can be found using this URL <http://www.ccbcmd.edu/get-started/applying-to-ccbc/transfer-student>.

- b. SHP Admission Office, Baltimore, MD
If you have CLEP scores, AP scores and/or an International College Transcript evaluation, the official score report or evaluation must be sent directly to our office. Do Not send it to Watertown or to Enrollment Services. We will forward the report or evaluation once we have used it for admission consideration, to the appropriate group.

CCBC School of Health Professions Admission Office

7201 Rossville Blvd.

Carol Diane Eustis Center for Health Professions (ECHP) Building, Suite 102
Baltimore, Maryland 21237

2. All applicants are responsible for checking to see that their official transcripts have been received in the appropriate locations.
 - a. SHP CAS – log into your applications and select the Check Status tab in the upper right corner. If you have a concern, select the blue question mark at the top of your application and follow the prompts.
 - b. CCBC Enrollment Services – Log into your SIMON account to determine if your transcripts have been received and to review your transfer of credit.
 - c. Applications that have missing transcripts will not be considered for admission.



Admission Response

Admissions decisions are emailed to students approximately 6 to 8 weeks after the application deadline.

Applicants who are offered a seat in the program and choose to accept that seat, are required to pay a non-refundable \$200 seat fee to accept their offer of admission and reserve their space in the RN programs or the LPN to RN Bridge program. The fee will be applied to the student account after the first several weeks of class. Students who accept a seat and then do not attend the program will not be eligible for a refund of the fee.

Post Admission

Applicants should be aware that the following items will be required to progress in the clinical/practicum components of the program. Further information will be provided by the program director.

- Provide proof of current CPR certification at the Healthcare Provider Level. If you need information about CPR courses, (<https://cpr.heart.org/en/cpr-courses-and-kits/healthcare-professional/basic-life-support-bls-training>)
- Proof of a recent physical examination with current immunizations,
- Proof of current health insurance,
- Criminal background investigation, and
- Drug screening.

Important Information

- The nursing program highly recommends that students complete all required non-nursing courses before entering the program.
- In order to progress through and graduate from the nursing program, students must successfully complete all courses with a grade of "C" or better.
- If an applicant earned a D or F grade as the last grade in a course used for admission consideration, even if the student is currently enrolled in the repeat, the applicant is not eligible to apply for the nursing program. The applicant must first replace the D or F grade with a passing grade. Once the new grade has been posted on the student's transcript, then the applicant will be eligible to apply during the following admission cycle.
- Applicants who have failed out of a nursing program or have earned two failing grades in another nursing program are not eligible to apply for admission to the CCBC RN program for a period of 5 years, counting from the semester of the failure.



- Students who have a W, D or F in a Nursing course taken within 5 years of the program start **MUST submit a letter or email** directly from that programs Director stating that they are in good standing within the program and are currently admissible if they wish to be considered for a CCBC RN program.

Transition Course Failure

If students are unsuccessful in the LPN to RN Transition course on the first attempt, they will NOT be permitted to repeat the course. These students may apply for admission to the RN program, and if accepted, will begin the RN program with the first course.

Who to Contact

Academic Advising – Advising is available at all campuses and extension centers. Please ask to speak with a **Health and Science Pathways Advisor** only. For the Catonsville campus call 443-840-4382 or visit the Student Services Center room 102. For the Essex campus call 443-840-1973 or visit the Student Services Center room 120A. For the Dundalk campus, call 443-840-3816 or visit the Student Services Center room 102. The hours, addresses and phone numbers for all sites can be found by calling 443-840-2222 or online at <http://www.ccbcmd.edu/Resources-for-Students/Academic-Advisement/Contact-an-Academic-Advisor.aspx>.

School of Health Professions Office of Admissions at 443-840-1989 or email shpseat@ccbcmd.edu

Documentation of LPN Employment Hours

This form must be uploaded to the SHP CAS application to document a minimum of 500 hours employment as a Licensed Practical Nurse.

Print Applicant Name: _____

CCBC Student ID Number: _____

Employer #1

Employer Name (Company or Healthcare Facility): _____

Start Date: _____ End Date: _____

Hours worked per week: _____ # Weeks worked as LPN: _____

Total hours worked: _____

Print Name & Title of Manager: _____

Signature of Manager: _____

Manager Email: _____

Manager Phone: _____

Employer #2

Employer Name (Company or Healthcare Facility): _____

Start Date: _____ End Date: _____

Hours worked per week: _____ # Weeks worked as LPN: _____

Total hours worked: _____

Print Name & Title of Manager: _____

Signature of Manager: _____

Manager Email: _____

Manager Phone: _____

Print Applicant Name: _____



CCBC Student ID Number: _____

Employer #3

Employer Name (Company or Healthcare Facility): _____

Start Date: _____ End Date: _____

Hours worked per week: _____ # Weeks worked as LPN: _____

Total hours worked: _____

Print Name & Title of Manager: _____

Signature of Manager: _____

Manager Email: _____

Manager Phone: _____

Employer #4

Employer Name (Company or Healthcare Facility): _____

Start Date: _____ End Date: _____

Hours worked per week: _____ # Weeks worked as LPN: _____

Total hours worked: _____

Print Name & Title of Manager: _____

Signature of Manager: _____

Manager Email: _____

Manager Phone: _____