

**The University of North Alabama
Anderson College of Nursing and Health Professions (ACONHP)**

Application for Traditional Nursing Program Admission **Fall 2019 (start upper-division Fall 2019)**

Applications will only be accepted 8:00 am February 1 to 4:30 pm February 28, 2019

Applications will be accepted in Stevens Hall, room 223 during posted office hours only:

(Monday – Friday: 8AM – 4:30PM).

Check Sheet with General Guidelines-Application for Admission Fall 2019

1. _____ Contact UNA Admissions Office regarding admission to University and have all transcripts sent to UNA. *(This will apply if you are not a currently enrolled full-time student at UNA)*
 - Be sure you meet all requirements, i.e. GPA, pre-requisites, etc. *(Note: NU 200 & NU 202 or NU 203 & NU 238 must be taken at UNA and must be completed or currently enrolled at time of application)*
2. _____ Print Nursing School Application and fill out completely
3. _____ Submit Criminal Background Check online *(Do not* submit password with application. The Anderson College of Nursing and Health Professions will print off your background check. You will not need to include this with your application.)
4. _____ Submit Nursing School Application to UNA Anderson College of Nursing and Health Professions with two separate **money orders or certified checks**: \$45.00; \$35.00 made payable to UNA and From: (your name) All fees are non-refundable.
5. _____ If you are not given your 1st choice for the admission examination, the Coordinator for Traditional Nursing Enrollment will contact you by email to your UNA email account.
6. Letters of acceptance or denial will be mailed to your **UNA mailbox** or home address by March 22nd.

Accepted students will be required to attend an orientation session on Thursday, April 4th in Stevens Hall Auditorium at 3:00 p.m.

All students accepted to the nursing program will be required to have a flu vaccination or complete the flu declination form before clinical. We recommend that all students complete this portion with the University Health Services and save the documentation to be submitted if accepted into the nursing program.

OVERVIEW OF APPLICATION PROCESS

All applicants are encouraged to begin the application process well in advance of the deadline to assure a completed processed application by the deadline date.

Minimum admission requirements (see application for full details)

1. Admission to the University of North Alabama by deadline date
2. Receipt of completed nursing application with \$35 & \$45 **money orders or certified checks** by deadline date. All fees are non-refundable.
3. Possess a minimum cumulative GPA of 2.8 at time of application.
4. Achieve a grade of "C" or better in all required prerequisites.
5. **Successful completion of pre-nursing curriculum by end of current semester. This includes NU 200/202 or NU 203/238.**
6. Signed consent and completed criminal background check by deadline date.
7. Completion of Assessment Exam. (Dates are given on the application)

Admission to the BSN major is competitive and admission is limited. Meeting the minimum admission requirements does not guarantee acceptance to the nursing program.

ADMISSION IS BASED ON A CALCULATED CUMULATIVE INDEX outlined below. After meeting the minimum admissions requirements, applicants are ranked using the following point system: (Maximum total points possible = 18)

1.	UNA or Combined GPA	3.75 - 4.0	=	4 points
		3.49 - 3.74	=	3 points
		3.23 - 3.48	=	2 points
		2.97 - 3.22	=	1 points
		2.80 - 2.96	=	0 points
		< 2.8	=	ineligible
2.	Assessment Exam	93-100	=	3 points
		85 – 92	=	2 points
		78 – 84	=	1 point
		≤ 77	=	0 points

Points are given for Reading Comprehension, Vocabulary, Critical Thinking, and A & P for a maximum total of 12 points.

3.	Hours completed at UNA: (does not include currently enrolled hours)	27+	=	1 point
		12-126	=	.5 point
		≤ 11	=	0 points

4.	Certifications	Certified CNA/LPN/LVN	1 point
----	----------------	-----------------------	---------

To receive a point a copy of the current certification must be submitted with the application.

**The University of North Alabama
Anderson College of Nursing and Health Professions (ACONHP)**

Application for Admission Fall 2019 (start upper-division Fall 2019)

Applications will only be accepted 8:00 am February 1 through 4:30 pm February 28, 2019. Applications will be accepted in Stevens Hall, room 223 during posted office hours only (Monday – Friday: 8AM – 4:30PM). Do not slide your packet under the office door.

Applicants should print the following application, *read the directions carefully*, complete the application as directed and **return** to the Anderson College of Nursing (ACONHP) Stevens Hall Room 223, **with the required fees and documentation by the application deadline.**

Official transcripts for work completed at other institutions are required to be sent to the University's Admissions Office as part of the application requirement for acceptance to the University. Acceptance into UNA is required prior to application to the ACONHP.

Applications may be mailed to University of North Alabama Anderson College of Nursing and Health Professions, UNA Box 5054; Florence, Alabama 35632. Mailed applications must be **received** by 4:30 on February 28. ***Please do not send cash through the mail. Applications received after February 28, 2019 will not be considered and will be returned to the applicant by return mail.*** Indicate first, second, and third preference for the HESI Exam on the application. Students who do not receive 1st test date preference will be contacted by ACONHP of the next available choice by email. All students will receive a confirmation email to their UNA email account by the Friday before the first HESI exam.

Applicants should consider the following policies of the ACONHP as stated in the current University Catalog:

- The ACONHP retains the right to make modifications in its program/policies as deemed necessary by its faculty based on recommendation and mandates from the Alabama Board of Nursing and the Commission on Collegiate Nursing Education. Students currently enrolled in the nursing program will be required to adhere to any modifications made during their enrollment as a nursing major.
- Students are expected to adhere to standards of professional conduct as described in the American Nurses Association Code of Ethics for Nurses and the Code of Conduct delineated in the *UNA Catalog and Nursing Student Handbook (available on the campus learning management system)*. Other sources for information can be obtained at ANA The Center for Ethics and Human Rights Code of Ethics for Nurses provisions approved as of June 2001, <http://www.nursingworld.org/MainMenuCategories/EthicsStandards.aspx>, and the International Council of Nurses Code for Nursing Ethical Concepts Applied to Nursing 2000, <http://www.nursingworld.org/>.
- Students may be denied approval for an Alabama Board of Nursing Licensing as identified in the "Grounds for Denial" statements by the Board (Refer to: Code of Alabama, 1975, Section 34-21-25; Alabama Board of Nursing Administrative Code 610-X-8-.01 and 610-X-8-.05). www.abn.state.al.us
- During the orientation meeting students will be advised of the following requirements:
 - ✓ Provide proof of physical examination following admission to the ACONHP
 - ✓ Present current immunization records (including Hepatitis B series).
 - ✓ Demonstrate proof of AHA BLS Provider CPR certification, nursing student liability insurance, tuberculosis testing (PPD) results, and OSHA updates.
 - ✓ Undergo an initial drug screen prior to beginning classes. Additional drug screenings may be required at any time while the student is in the nursing program.

(An administrative clinical "unsatisfactory" grade will be issued to any student who fails to submit these requirements on time).
- The ACONHP strongly encourages students to have personal health insurance as students are responsible for health related costs incurred when clinical accidents, i.e., needle sticks, occur.
- Standard achievement exams are given at various intervals throughout the nursing program at the student's expense.

**The University of North Alabama
Anderson College of Nursing and Health Professions**

Application for Traditional Nursing Program Admission

Neatly print in ink or type. Late and/or incomplete applications will not be considered. Letters of Acceptance will be mailed to the applicants **UNA box** (if not a current UNA student – to the home address) by March 22.

Students notified of acceptance or alternate status will be required to attend an orientation session on April 4th at 3:00 pm in Stevens Hall Auditorium.

Full Name _____ **Social Security Number** _____

Address _____
(Street) (City) (State) (Zip)

UNA Box # _____ **UNA Email Address** _____ **UNA ID# (L)** _____

Cell Phone (____) ____ - ____ **Alternate phone & email address** _____ **Advisor:** _____

Date of Birth: _____ **Gender:** M F **U.S. Citizen:** Y N **Are you currently a UNA student?** Y N

Race/Ethnicity: Select all that apply: American Indian/Alaska Native, Asian, Black or African American, Hispanic or Latino, Native Hawaiian or Other Pacific Islander, White

International Students please indicate Country of Origin _____

How did you hear of this program: Friend/Family UNA Website Other (Please specify) _____

Are you a **Project OPEN** student? Y N, **Veteran** Y N Are you **contracted** in **ROTC**? Y N

Current member of the US Military? Y N Are you a member of the Student Nurses Association (**SNA**)? Y N

Are you currently or have you ever been an **RN, LVN or CNA**? Y N, if so, have you ever had any disciplinary actions on your license? Y N if you have any disciplinary action on a license you will need to provide documentation on the disciplinary action.

List all colleges, universities including the University of North Alabama, and professional schools you have attended.

School(s)	Dates of Attendance	Degree or Expected Degree	Date Awarded or Expected

Have you ever been enrolled in a nursing program at another institution? Y N Where? _____

If yes, a letter of good-standing from the previous College Dean of Nursing is required to accompany this application. If a letter of good-standing is not received prior to the application deadline, your application will not be considered.

Do you have a **GPA of 3.5 or higher?** Y N

If yes, would you be interested in the **Accelerated option?** Y N

I certify that the information given in this application is complete and accurate to the best of my knowledge and belief.

Signature _____ Date _____

It is the policy of the University of North Alabama to afford equal opportunities in education and in employment to qualified persons regardless of age, color, creed, disability, national origin, race, religion, or sex in accordance with all applicable federal and statute constitutions, laws, and valid regulations. The coordinators for nondiscrimination policies are: for students, Irons Law Firm, 219 North Court Street, Florence, AL 35630; for employees, the Director of Human Resources and Affirmative Action, 217 Bibb Graves Hall. Any alleged violations of this policy should be reported immediately to the appropriate coordinator. No student, faculty member, or other university employee will be treated adversely or retaliated against for the use of this policy.

NOTE: If you have not applied for admission to the University of North Alabama, contact the Admissions Office at Box 5011, Florence, Alabama 35632 or apply online at <https://www.applyweb.com/aw?una>. Information concerning the requirements for the Anderson College of Nursing and Health Professions can be accessed at www.una.edu/nursing.

***Note: Accepted applicants are required to provide own transportation to and from all clinical sites.**

**UNIVERSITY OF NORTH ALABAMA
ANDERSON COLLEGE OF NURSING and Health Professions**

Application for Traditional Program Admission Fall 2019 (start upper-division Fall 2019)

Completed applications must be submitted on or before February 28.

ADMISSION REQUIREMENTS:

- **A \$35.00 (non-refundable) application fee must accompany your application and should be a separate money order or certified check payable to UNA.**
- Acceptance to the University of North Alabama. Official Transcripts of all transfer or transient work must be submitted to and received by the Admissions Office prior to the application deadline date.
- \$45.00 (non-refundable) Assessment Exam fee must accompany the application (must be paid by money order or certified check payable to UNA, no personal checks or cash will be accepted for this exam)
- Assessment Exams for Fall admission are scheduled as follows (arrive to exam room approximately 25 minutes prior to exam start time)

- _____ Friday, March 08 from 9:00 am-12:30 pm (Room SH 239)
- _____ Monday, March 11 from 9:00 am-12:30 pm (Room SH 205)
- _____ Tuesday, March 12 from 2:00 pm-5:30 pm (Room SH 239)

Reservations for these times will be on a first come first serve basis. Forty-five slots have been set aside for each testing time. Assessment Exam fee must be received prior to making a reservation. Please indicate first, second and third choices above, make a copy of your application before submitting or mark the dates in your calendar. If your first choice is not available, you will be contacted by email with the next available date to your UNA email account. Please, **do not contact the ACONHP to ask which exam you should attend.** You will receive a confirmation email before the HESI exam. The HESI Admission Assessment Study Guide may be ordered from Amazon.com. **There will be no exceptions to these dates. Reservation dates may not be changed once the appointment is made. Any student who does not show for his/her scheduled time will forfeit their application for that semester and will be required to reapply for the next semester.**

- Possess a minimum cumulative GPA of 2.8 (4.0 scale), including a “C” or better in required prerequisite courses as listed in the General Education Component for nursing majors. *Attached is an Overview of the Application Process which outlines the Cumulative Index used for admission.*
- *Successful completion of pre-nursing curriculum by the end of current semester*
- Signed consent form and online purchase of a criminal background check as specified on the directions following this application.

ALL CRITERIA (LISTED IN THIS APPLICATION) MUST BE COMPLETED FOR CONSIDERATION FOR ADMISSION.

List below **all** courses for which you are currently enrolled. **Also**, list any other courses (other than the required nursing courses) which will need to be completed prior to graduation. (Attach an additional page if needed.)

Courses	Where?	When? (i.e., semester)

Note: It is the **student’s responsibility** to be sure that **all** official transcripts are received by the University’s Admissions Office by the application deadline and that all coursework is listed either above or on the official transcripts.

COMPLETE THE NEXT FEW PAGES of this application and RETURN with this page to the University of North Alabama Anderson College of Nursing and Health Professions, Box 5054, Florence, Alabama 35632, or hand-deliver to Stevens Hall, Room 223.

Admission/Progression of Persons with Disabilities to the Anderson College of Nursing and Health Professions

Students with disabilities are considered for acceptance to the Anderson College of Nursing (ACONHP) on the basis of their ability to meet the objectives of the program and to perform required activities.

ACONHP ADA Awareness Statement

In accordance with the American with Disabilities Act (ADA) of 1990 and Section 504 of the Rehabilitation Act of 1973, the ACONHP endorses the university commitment to students with disabilities. ACONHP will provide reasonable accommodations for student with eligible documented learning, physical and/or psychological disabilities.

Nursing is a practice discipline with cognitive, sensory, affective, and psychomotor performance requirements. Qualified individuals are those who satisfy admission requirements and who can perform essential functions of a nursing program without reasonable accommodation or modification.

Students must satisfy the Essential Performance Standards of nursing students. A list of these standards is contained in the table below.

To be eligible for program accommodation, students must self-identify to the university's office of Disability Support Services (DSS), who will determine eligibility for services. Once eligibility for accommodations is determined by DSS, it is the students' responsibility to request appropriate accommodations. If Essential Performance Standards cannot be achieved by the student, either unassisted or with dependable use of assistive devices, in consultation with the faculty, the dean RESERVES the right to withdraw the student from the nursing program.

Essential Performance Standards		
Issue	Standard	Some Examples of Necessary Activities (not all-inclusive)
Critical Thinking	Critical thinking ability sufficient for clinical judgment	Identify cause/effect relationships in clinical situations, develop nursing care plans, ability to make safe judgments when planning and implementing all psychomotor nursing prescriptions, possess cognitive well-being
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families, and groups from diverse backgrounds	Establish rapport with patients and colleagues; negotiate interpersonal conflict; respect differences in clients; respect the cultural diversity of clients and co-workers
Communication	Communication abilities (hearing, speaking, reading, and writing) sufficient for interaction with others in verbal and written form	Explain treatment procedures, initiate health teaching, document and interpret nursing actions and patient responses.
Mobility	Physical abilities sufficient to move from room to room and maneuver in small spaces	Move around in patients' rooms, work spaces, and treatment areas; administer CPR, assist in ambulation, have sufficient mobility and stamina to function over an 8-12 hour period in a hospital setting (twist, bend stoop/squat, move quickly, climb, walk) in a timely manner.

Issue	Standard	Some Examples of Necessary Activities (not all-inclusive)
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective nursing care	Calibrate and properly use equipment (blood pressure cuffs and syringes); position, lift, and transfer patients; ability to lift up to 50 pounds; obtain and process specimens; insert catheter; administer injections; use a computer; twist or squeeze with fingers; stand and maintain balance; reach and bend; move within confined spaces
Physical Strength and Endurance	Physical stamina sufficient to perform full range of required client care activities for entire length of work role	Sustain repetitive movements; maintain physical tolerance; lift; push and pull; support 25 pounds; move heavy objects weighing 10-50 pounds; defend self against combative client; carry equipment; use upper body strength
Emotional Stability	Able to assume responsibility and accountability for own actions	Establish therapeutic boundaries; provide client with emotional support; adapt to stress; deal with the unexpected; perform multiple responsibilities concurrently; handle strong emotion, control one's own emotions
Hearing	Auditory ability sufficient for observation and assessment necessary in nursing care	Hear verbal exchanges among health care personnel and patients, monitors alarms, emergency signals, auscultator sounds, cries for help; ability to hear in situations when not able to see lips of speaker; ability to hear sounds of a normal or faint volume level
Visual	Visual ability sufficient for observation and assessment necessary in nursing care	Able to read handwritten documents (chart data); able to see small calibrations on syringes; sphygmomanometer, thermometers; observe patient responses to interventions and/or health problems; ability to detect subtle color changes
Tactile	Tactile ability sufficient for physical assessment	Perform palpation; functions of physical examination and/or those related to therapeutic intervention, e.g., pulse, body parts, temperature of skin or fluids

NOTE: It is important for nursing students to have a realistic view of the demanding curriculum before deciding to pursue the degree. There are no part-time positions available for new applicants in the Anderson College of Nursing and Health Professions. Students are encouraged to contact the Anderson College of Nursing and Health Professions if there are questions about his/her abilities to function in the clinical settings.

ACONHP ADA Awareness Statement Verification

_____ I meet all Essential Performance Standards required by the Anderson College of Nursing and Health Professions.

Initial

_____ I, _____ am not sure that I meet all Essential Performance Standards required
Initial Name
by the Anderson College of Nursing. I understand that I must meet with the department chair and dean to discuss/clarify before I am allowed to progress in the Anderson College of Nursing and Health Professions.

In the space below, please identify which Essential Performance Standard(s) you do not meet.

All information I have provided is complete and accurate.

Student Signature

Date

Printed Name

**University of North Alabama
Anderson College of Nursing and Health Professions**

**CRIMINAL BACKGROUND CHECKS
(Includes information on state board regulations)**

Criminal background checks for nursing students were initiated effective fall 2006. They will be done at applicant's expense and at the site identified on the following page. Failure to complete the background check will facilitate denial of admission to the nursing major. You will be required to submit a criminal background check each time you apply. You can only complete the background check while applications are being accepted. If you are found to have a criminal background, you should know that the following actions could occur (considered on a case-by-case basis):

1. You may be denied admission to the Anderson College of Nursing and Health Professions.
2. If admitted, you may be denied by the clinical agency to complete your clinical component for the nursing courses (no substitute clinical site will be sought). If this occurs, you will be administratively withdrawn from the program and will not be allowed to continue in the nursing program.
3. If admitted and successfully completed the nursing program, you may be denied by the Alabama Board of Nursing (ABN) to take the National Council Licensing Exam (NCLEX) to become a registered nurse. Other state boards of nursing may have a similar review process once licensure applications are submitted, after you complete the nursing program. Each instance is considered on a case-by-case basis prior to the state board issuance of a ruling as to whether or not you will be allowed to sit for the exam. Denial by a state board of nursing will result in your inability to become a registered nurse (RN). Examples of current questions for new RN licensure applicants for you to anticipate answering at the time of your licensure application submission **but are not to be answered on this form** are as follows:

- Have you ever been arrested or convicted of a criminal offense other than a minor moving traffic violation?
- Have you within the last five years abused drugs/alcohol or been treated for dependency to alcohol or illegal chemical substances?
- Have you ever been arrested or convicted for driving under the influence of drugs/alcohol?
- Have you within the last five years received inpatient or outpatient treatment or been recommended to seek treatment for mental illness?
- Have you even had disciplinary action or is action pending against you by any state board of nursing?
- Have you ever been placed on a state and/or federal abuse registry?
- Have you even been court-martialed/disciplined or administratively discharge by the military?

4. Health agencies are currently required to perform criminal background checks upon employment. You may be denied access for coursework requirements by the clinical agents for failure to have a current background check.

Statement of Understanding

I understand the above statements and give my permission to perform and release the results of the background/abuse registry check to the Anderson College of Nursing and Health Professions at the University of North Alabama with the understanding that this information will be shared with any or all clinical agencies with which the Anderson College of Nursing and Health Professions is affiliated.

Print Name: _____ Date: _____

Student Signature: _____

*This form is to be signed and submitted with the application to the Anderson College of Nursing and Health Professions. **Read and follow the instructions on the next page to complete the Criminal Background Check.***

An abuse registry check will be performed by the Anderson College of Nursing and Health Professions. There is no action required by the applicant.



University of NORTH ALABAMA

Undergraduate Nursing Program Background Check Instructions

Before Starting:

- A valid email is **REQUIRED**
(if you do not have an email account, you can establish a free account at [Yahoo.com](https://www.yahoo.com))
- Have your credit card (Visa/MasterCard/American Express/Discover) information ready in order to process payment. Your credit card will be charged **\$48.00** for the service.

NOTE: You may incur additional court fees depending upon your current/prior counties of residence.

Getting Started:

1. Log onto our website at www.VerifyStudents.com and click Start Here
2. Use this special promotional code: **UNIVAA08**
3. Complete profile & e-sign forms as they appear