

Greenfield Community College
Office of Admission
One College Drive, Greenfield, MA 01301
Phone: (413) 775-1802

(revised 9/09)

Advanced Placement* / Associate Degree Nursing (ADN) **PROGRAM APPLICATION**

* The requirements on this form apply only to LPNs who seek admission to the second year (i.e. third semester) of the ADN Program. If you are seeking placement into the second semester, or if you are seeking to transfer to GCC from another ADN program, please contact the Office of Admission for more information.

Name _____ Student ID# _____
Address _____
City/State _____ Zip code _____
Telephone # _____ Email _____

Instructions

Complete requirements #1 through #8 on this application. After you have completed all requirements, sign and submit this application to:

***Office of Admission, attn: Gail Tease
Greenfield Community College
One College Drive, Greenfield, MA 01301***

If any requirements, including immunization and health records (#7), are not complete your application will be returned to you. A GCC cumulative GPA (grade point average) of 2.0 is also required in order to be eligible for the ADN Program.

If you have already completed all required coursework, and have submitted your health requirements, you may submit your application at any time during the year.

If you are enrolled in courses required to complete this application the earliest date to submit your application is:

1. January 5, 2010, if you are completing required coursework in the fall 2009.
2. May 21, 2010, if you are completing required coursework in the spring 2010.

Contact the Office of Admission for submission dates for subsequent years, as they will change annually. Upon receipt, your application will be reviewed and you will be notified by mail regarding your status. Returned applications can be resubmitted as soon as missing requirements are completed.

Please note that the requirements and procedures for application to health occupation programs are subject to revision. It is the responsibility of the student to maintain contact with the Office of Admission regarding changes to requirements and procedures.

Application Requirements

Requirement #1: GCC Application for Admission

_____ Submit a completed *GCC Application for Admission* to the Office of Admission. If you have previously attended GCC but are not currently enrolled submit an *Application for Readmission*. If you are already enrolled at GCC make sure that your current major is Liberal Arts/Health Science with Nursing intent or fill out a *Change of Major/Advisor Form*.

Requirement #2: First year ADN equivalency (check only one)

_____ Graduate from Greenfield Community College Practical Nursing Certificate (PNC) Program with a grade point average (GPA) of 3.0 or higher in your nursing classes within five years of the date you expect to enter the 2nd year of the ADN program, OR

_____ Graduate from the Vermont Technical College LPN program with a GPA of 3.0 or higher within five years of the date you expect to enter the 2nd year of the ADN program, OR

_____ Complete, with a grade of C or better, the Fundamentals of Nursing Exam (NUR 403) and the Maternal and Child Nursing Exam (NUR 457) and submit results to the Office of Admission, attn: Gail Tease. These exams are offered by Excelsior College at 888-723-9267.

Requirement #3: Transfer credit evaluation (to be completed only by applicants who have previously attended other colleges – must check both. If you have ONLY attended GCC, skip to #4.)

_____ Submit official transcripts of all previous colleges attended to the GCC Office of Admission. After your transcripts have been reviewed you will be sent a *Transcript Evaluation Letter* regarding credit awarded and placement testing information.

_____ Receive your *Transcript Evaluation Letter* from GCC Office of Admission, and complete placement tests if indicated in your letter. To schedule placement tests call (413) 775-1147.

Requirement #4: Math (check only one)

_____ Complete the GCC Proficiency Exam for IDS 110, Math and the Nursing Role in Medication Administration, with a grade of B or better. Contact Laura Earl at 413-775-1816 for approval to take the IDS 110 Proficiency Exam.

_____ **Students who do not pass the Proficiency Exam with a grade of B or better, are required to meet the following math requirement in order to submit this application:** MAT 105 (Introductory Algebra) with a grade of C+ or better within five years, OR equivalency through placement testing (score of 52), OR equivalent coursework at another college.

Note: Students who do not pass the Proficiency Exam with a grade of B or better are **still required to complete the IDS 110 course and receive a grade of B or better prior to entering the ADN Program, but may do so after submitting this application.**

Requirement #5: Meeting with Program Coordinator

Enter meeting date here: _____ **Coordinator signature:** _____

It is recommended that you complete requirements #1, #2 and #3 before scheduling your meeting. Call (413) 775-1626 to schedule.

Requirement #6: Academic courses (check all)

Complete **all** first year general education courses required for admission to the 2nd year of the Associate Degree Nursing (ADN) program as follows:

_____ BIO 195	Anatomy and Physiology I	C+ required within 5 years
_____ BIO 196	Anatomy and Physiology II	C+ required within 5 years
_____ PSY 217	Human Growth and Development	C required within 5 years
_____ ENG 101, 103 or 105	English Composition I	C required
_____ PSY 101	Principles of Psychology	C required
_____ SOC 101	Principles of Sociology	C required
_____ OR equivalent courses	from previously attended college(s). Refer to your <i>Transcript Evaluation Letter</i> for verification.	

Note regarding Microbiology, BIO 205: Applicants are **strongly** recommended to take Microbiology **before** entering the second year of the ADN Program. Applicants who have not completed Microbiology must contact the Program Coordinator to discuss options for completing this course to avoid a heavy course load during the fall semester.

Requirement #7: Submit your completed ADN Health Requirements Form to the Health Services Office (check all)

- _____ Collect past immunization records and get required immunizations and blood test(s). (Section I)
Note: You may submit this section if you have received at least two doses of Hepatitis B vaccine.
- _____ Fill out your health history form; sign the student statement and release of information. (Sections II, III and IV)
- _____ Have a physical exam by your health care provider on or after September 1, no more than one year prior to the date that you wish to enter the program. Exams completed more than one year prior to entering the program will not fulfill the application requirement. (Students on the waiting list will be required to repeat their physical exam if entering in the following year.)
Bring your *Health Requirements Form* to your appointment for your provider to complete and sign (Section V).

Important information about health requirements: It is your responsibility to make sure that your health care provider orders all required tests and immunizations, and provides documentation of results; and it is your responsibility to schedule appointments early enough to insure that your immunizations will be completed by the time you plan to submit your *Program Application*.

Section VI – Tuberculin Skin Test (PPD/Mantoux) can be separated from the packet and held until you are accepted to the ADN Program. Accepted students will complete this between June 1 and July 15.

Requirement #8: Submission of this form to the Office of Admission, attn: Gail Tease.

All of my application requirements for the ADN program have been completed.

Student's signature _____ Date _____

Final acceptance is conditional pending receipt of the CORI (Criminal Offenders Record Information) Request Form, your Health Care Provider level CPR certification (Adult, Infant and Child), and a GCC cumulative GPA (grade point average) of 2.0. Additional information regarding these conditions will be included in the letter that notifies you of your status in the program.

In addition, acceptance is not final until you have successfully completed NUR 112 (Introduction to Nursing Process and Basic Concepts). This course is offered during the summer. You will receive information about this requirement before the start of summer classes.

Office Use Only:

Date/Time of first submission

Signature, Health Occupations Admission Staff

Date/Time of second submission, if applicable

Signature, Health Occupations Admission Staff