

# Application Planning Guide for Nursing Education Program (0025)

## Nursing Education Planning Guide for Fall 2024 start:

Admission to the NE program is highly competitive. The program accepts approximately 80-90 applicants from a pool of 150-300 individuals.

- ✓ NE Applications due by Dec. 1, 2023
- ✓ Selective Admission for Fall (August) start
- ✓ Notification of acceptance into program after March 1, 2024
- ✓ No waiting lists; application required each year
- ✓ Algebra, Biology, and Chemistry from high school or college **MUST** be completed and on transcript submitted to college by Feb. 1, 2024 (Grade of “C” or better required)
- ✓ Apply online through your Student Center on e-STORM
- ✓ Pre-Nursing Entrance Exam must be completed by the specified date listed on the application

Please remember that **all communication regarding the Nursing Education application will be sent to your [student.swic.edu](mailto:student.swic.edu) email account.**

# **Overview of Requirements & Due Dates:**

**Applicants must submit the following to the Enrollment Services Office by noted deadlines, unless the application period has been extended.**

✓ **Nursing Education Application due by Dec. 1, 2023.**

- ❖ Applications are available and must be submitted between Sept. 1, 2023 and Dec. 1, 2023 for entry into the Fall 2024 semester.
- ❖ Students may access an electronic application using the Student Center (scroll to the bottom) in e-STORM. Paper application is available in the Health Sciences Division.

✓ **Meet with an Academic Advisor** to determine placement. Students must be eligible to enroll in ENG 101 & Math 97.

- ❖ Academic Advising assistance is available via email at [advising@swic.edu](mailto:advising@swic.edu) or call, Belleville Campus 618-235-2700, ext. 5455, Red Bud Campus 618-282-6682, ext. 8114, or Sam Wolf Granite City campus 618-931-0600, ext. 7333.

✓ **Pre-Nursing Admission Exam Score.**

- ❖ A non-refundable \$65 testing fee is due by Dec. 1, 2023 or the next business day to the Business Office.
- ❖ After the test fee is paid, students will receive an email to their student.swic.edu account identifying the steps to schedule the exam. The exam must be scheduled and completed at the Belleville Campus Testing Center between January and February 2024.
- ❖ If tested previously, scores are accepted if less than 3 years old and the same test is used. If applicants have taken the test more than once, the most recent score is used.
- ❖ For a \$70 nonrefundable test fee the exam can be taken remotely with the use of a proctoring company. To utilize the proctoring services, the student must have access to a web camera and a desktop or laptop. Chromebooks, cellular devices or tablets are not compatible with the proctoring service.

✓ **Transcripts documenting ALGEBRA, BIOLOGY & CHEMISTRY completed at high school or college due by Feb. 1, 2024.**

- ❖ See Section A for list of accepted courses for Algebra, Biology & Chemistry.
- ❖ Biology & Chemistry courses must have lab component. Lab science courses with separate lab and lecture components must have a grade of 'C' or better in each component.
- ❖ College course grades supersede high school grade when both appear on official transcripts.
- ❖ Most recent grades will be used to determine qualification and rank.
- ❖ Students completing course from a high school not recognized by the State Board of Education or home schooled may demonstrate competency of the Algebra, Biology, or Chemistry course by taking a placement test. Questions regarding placement testing can be addressed by contacting the Enrollment Services Office at 618-235-2700, ext. 5455.

✓ **Transcripts for all colleges, universities, or approved/accredited Schools of Nursing Education attended due by Feb. 1, 2024.**

- ❖ To have college transcripts reviewed for possible transfer credit, log into [eSTORM](#) and select the Transfer Credit Evaluation link found in [other academic...](#) dropdown under Academics in your Student Center.

## Section A - Completion of high school/college courses

It is MANDATORY to have completed a ALGEBRA, BIOLOGY & CHEMISTRY course and on transcript submitted to the college by Feb. 1, 2024.

### How POINTS are assigned on the application to courses:

- Record the most recent grade(s) for each course. A minimum grade of "C" is required. If course is completed at high school, transcript must indicate a minimum of "C" both semesters. Courses must be on the transcript by Feb. 1, 2024 deadline.
- Two semesters of a state board of education approved high school credit with a lab or one semester college with "C" or better is required (lab science courses with separate lab and lecture components must have a grade of 'C' or better in each component).

Points Key		
If your most recent grades or test scores are:		
High School Biol/Alg/Chem	College Biol/Alg/Chem	Then your points for each area will be:
A/A	A	4.0
A/B or B/A		3.5
B/B or A/C	B	3.0
B/C or C/B		2.5
C/C	C	2.0

Institution  
Course Taken

Semester/Year  
Completed

Grade(s)  
Earned

Points  
(use key)

#### Biology

College courses must = SWIC's 101, 102, 105, 155, 156, **157**, 158 or 250

\_\_\_\_\_/4 pt. max

#### Chemistry

College courses must = SWIC's 101, 103, 105 or 106

\_\_\_\_\_/4 pt. max

#### Algebra

College courses must = SWIC's 94, 95, 97, 107, 111, 112 or 113

\_\_\_\_\_/4 pt. max

**Total Points Section A:** \_\_\_\_\_/12 pt. max

### Suggestions for increasing points earned in Section:

- Complete all courses in high school/college by the end of the Fall 2023 semester.
- The higher the grade earned in these courses, the more points are generated on the application. If student earns a "C", consider retaking the course. Courses must be completed prior to Feb. 1, 2024. No grade lower than a "C" is accepted.
- The most recent grades are utilized, so if the most recent course has a low grade, consider re-taking. **See Financial Aid box in section D.**
- If you didn't complete Biology in high school, enroll in college level **BIO 157**. If a grade of "B" or better, it will generate points as a course AND in the general education section (see Section D) of this application. A score less than "B" will only generate points in this section.
- Students have the potential to earn the greatest amount of points from this section of the application.

## Section B – Pre-Nursing Admission Exam

### It is MANDATORY to take the Pre-Nursing Admission Exam

Students earn points in this section based on results of the pre-nursing “TEAS” Admission examination available during a period in January and February 2024. Directions on taking this exam are provided to students via their “swic.edu” email account after Enrollment Services Office receives your NE application and the Business Office receives the \$65 examination fee (**due no later than Dec. 1 or the next business day**). This email will identify when & how to schedule a testing date to complete this computerized exam at the SWIC Belleville Campus Testing Center during identified dates in January and February. As the exams are purchased in December based on the number of applicants, the examination fee is non-refundable. Study guides for the TEAS (6<sup>th</sup> edition) are available at the campus bookstore or online through the manufacturer.

For the fall 2024 admission, **students who have previously taken TEAS at another testing site from Sept 1, 2021 to present, will be advised to request their score be transferred to Enrollment Services at SWIC from ATI online at [www.atitesting.com](http://www.atitesting.com).** ATI may charge a transcript fee to be paid by the student. Transfer scores from ATI TEAS must be received by SWIC **NO LATER THAN November 1.**

### How POINTS are assigned on the application for the Pre-Nursing admission exam:

If you wish to use your 2021, 2022, or 2023 TEAS score, indicate score and year of testing and site exam was taken. If you took the exam more than once, the most recent score will be used. If you have not taken this exam, place "CE" under the score section and you can estimate the points you believe you will earn. **Students may only take the TEAS examination once during the current application period.**

Exam Site \_\_\_\_\_ Year \_\_\_\_\_ Score \_\_\_\_\_

Points Key	
TEAS Pre-Nursing Admission Exam Scores	
Score	Points
96% - 100%	8
91% - 95%	7
86% - 90%	6
81% - 85%	5
76% - 80%	4
71% - 75%	3
66% - 70%	2
60% - 65%	1

Total Points Section B: \_\_\_\_\_/8 points max

## Section C – Previous Allied Health Experience

Students who have experience in the listed related health care fields can also generate points for their training and education experience in these fields.

### How POINTS are assigned for Previous Allied Health Experience section:

1. Based on training and education determine points earned, if any - Only one career field may be used:

Points Key	
Career Field	Points:
LPN/EMTP (Licensed paramedic)	4
MA/MLT/ HIT/PTA/RC/RT (AAS)	2
CNA/MA(Certificate)	1

✓ **To earn points, applicants must have proof of certification.**

- LPN certification must be listed on the website at: [www.idfpr.com/LicenseLookup/LicenseLookup.asp](http://www.idfpr.com/LicenseLookup/LicenseLookup.asp).
- EMTP (licensed paramedic) must send in a copy of the IL Paramedic license.
- MA, MLT, HIT, PTA RC, RT (AAS) must send in transcript.
- CNA must have proof of currency of the Illinois Nurse Aid Registry at [www.idph.state.il.us/nar/home.htm](http://www.idph.state.il.us/nar/home.htm).
- MA certificate must be current on <http://www.aama-ntl.org/> or send in a copy of current AMT/RMA Certified Member card or CCMA card.

Total Points Section C: \_\_\_\_\_/4 pt. max

## Section D - General Education Coursework

Students are eligible to earn additional points for general education courses completed and on transcripts received by Feb. 1, 2024. Official transcripts must be received by this deadline.

### Suggestions for increasing points earned in General Education Section:

- Although you do not have to complete all the general education courses prior to applying, you will generate more points by completing as many as possible **with a "B" or better**.
- If enrolled in high school, check to see if your high school offers dual credit for any of the general education courses and/or consider dual enrollment by taking a college level course while still enrolled in high school. (Dual enrollment does require permission of the HS counselor, parent, and college academic advisor to enroll; contact SWIC Academic Advising or your HS guidance counselor for the proper paperwork to participate in dual enrollment). Courses must be completed by the end of the Fall 2023 semester.
- SWIC offers on-line Winter Intercession courses, which run in a condensed format from Nov. 2023 – Jan. 2024. Some of these general education courses are offered during the Winter Intercession and meet the Feb. 1, 2024 deadline.
- Meet with an Academic Advisor to determine placement no later than March/April 2023 – this will allow time to get developmental courses, if needed, completed in the Summer 2023 semester and some general education courses in the Fall 2023 semester. Meeting with an Academic Advisor is also needed to assess readiness for enrollment into all ENG courses, all BIOL courses, all HRO courses, SOC 153, and PSYC 151.

### How POINTS are assigned on the application to General Education Coursework section:

- Record the semester, year and grade for each course you have completed. Please Note: **Courses with grades of "D" will not meet graduation requirements**. If you are currently enrolled, enter "CE" for "grade" and estimate the credit hours you will earn toward points.

	Credit Hours	Semester <u>Taken</u>	Year <u>Completed</u>	Grade <u>Earned</u>	Check box for "B" or better
BIOL 155 or 157	4	_____	_____	_____	<input type="checkbox"/>
BIOL 156 or 158	4	_____	_____	_____	<input type="checkbox"/>
BIOL 250	4	_____	_____	_____	<input type="checkbox"/>
HRO 100*	1	_____	_____	_____	<input type="checkbox"/>
ENG 101	3	_____	_____	_____	<input type="checkbox"/>
PSYC 151	3	_____	_____	_____	<input type="checkbox"/>
ENG 102	3	_____	_____	_____	<input type="checkbox"/>
SOC 153	3	_____	_____	_____	<input type="checkbox"/>
HRO 120*	3	_____	_____	_____	<input type="checkbox"/>
HRO 150	<u>2</u>	_____	_____	_____	<input type="checkbox"/>
TOTAL	30				

\* Must be completed prior to taking Fall 2024 Nursing classes.

- Add the number of credit hours you've completed with a grade of "B" or better. Use the chart below to determine your points for Section D.

≥ 8 credit hours = 1 point  
≥ 16 credit hours = 2 points  
≥ 24 credit hours = 3 points  
= 30.00 credit hours = 4 points

### \*Financial Aid & Repeating Courses

Although repeating a course could enhance the points earned in a section of the application, course repeatability can adversely affect your financial aid eligibility and you should contact the Financial Aid Office at (618) 235-2700, ext. 5288 to see how repeating this course affects your financial aid eligibility.

## **Section E - Final Ranking Score: (Total of Sections A + B + C + D)**

\_\_\_\_\_/28 pts. max **(NOT AN APPLICATION)**

**Selection of qualified applicants will be based on a numerical ranking procedure.**

Meeting application deadlines is critical to being successful in this process. Read all correspondence from the Enrollment Services Office – they will send notification if something is missing from your file. Please remember that **all communication regarding the NE application will be sent to your student.swic.edu email account.**

### **Reminder of Deadlines & Required Supporting Documentation:**

#### **By Nov. 1, 2023:**

- TEAS Test Transcripts from ATI, if applicable

#### **By Dec. 1, 2023:**

- Application on file for Fall 2024 admission

#### **By Dec. 1, 2023 or the next business day**

- Pay fee for Pre-Nursing Exam

#### **By Feb. 1, 2024:**

- High School and College transcripts, and Transfer Evaluation Request Form
- Course Placement Assessment score placing you in ENG 101 or above and MATH 97 or above

#### **Jan. 8 - Feb. 16, 2024:**

- Completion of Pre-Nursing Admission Exam

#### **By Feb. 1, 2024:**

- Verification of license or certification (only for those qualifying for Section C points)
- Proof of Residency
  - Out-of-District Students must provide Inter-district Cooperative/Career Agreement paperwork for “indistrict” status in this application process

**Note: Accepted applicants will need to have proof of immunizations by July 1, 2024. Please refer to the physical examination form at [swic.edu/academics/career-degrees/health-sciences/nursing-education/](http://swic.edu/academics/career-degrees/health-sciences/nursing-education/).**

### **For suggestions on how to improve your chance of being accepted:**

- ❖ Review the NE home page at [swic.edu/academics/career-degrees/health-sciences/nursing-education/](http://swic.edu/academics/career-degrees/health-sciences/nursing-education/).
- ❖ Complete the NE Application Planning Guide
- ❖ Review the on-line application orientation-
  - Refer to NE home page for more information
- ❖ Call for assistance with completing the application/guide, 618-235-2700, ext. 5455.

**Note:** Students accepted into the Nursing Education program must complete background check and drug screening. Details regarding accessing the on-line registration for background checks and drug screening will be included in program acceptance letters.

Nursing Education students are required to submit verification of a fingerprint criminal background check with application for licensure. Licensure may be refused for some felony convictions and/or other violations specified in the “Nursing and Advanced Practice Nursing Act, Section 10-45.” This requirement will be discussed during Orientation sessions for students admitted to the program. Stipulations of clinical facilities, including, drug testing and background check, must also be met. Contact the Director of Nursing if you have questions.