

# Application Planning Guide for Practical Nursing Program (025C)

## Practical Nursing Planning Guide for Admission Summer 2024, Fall 2024 & Spring 2025:

**The intent of this guide is to help applicants develop a plan of readiness for this application period.**

Admission to the PN program is highly competitive. The program accepts approximately 20 applicants for summer, 24 applicants for fall and 35 applicants for spring from a pool of 150-200 individuals.

- ✓ Program Admission Required to enroll in PN courses
- ✓ Online application is available and may be submitted through your e-STORM Student Center during the following periods:
  - Summer 2024 admission: Jan. 31 – March 31, 2024
  - Fall 2024 admission: April 1 - June 1, 2024
  - Spring 2025 admission: June 2 - Aug. 1, 2024
- ✓ Deadlines for Application & ALL Supporting Documentation:
  - Summer 2024 admission (Red Bud Campus): March 31, 2024
  - Fall 2024 admission (East St. Louis Higher Education Center): June 1, 2024
  - Spring 2025 admission (Sam Wolf Granite City Campus): Aug. 1, 2024
- ✓ High School or college GPA MUST be on transcripts and received by enrollment services no later than deadlines above.
- ✓ No waiting lists; application required each year

Please remember that all communication regarding the Practical Nursing 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.**

- ✓ **Practical Nursing Application (due by March 31, 2024 for summer/June 1, 2024 for fall/Aug. 1, 2024 for spring)** Applications are available and must be submitted between Jan. 1, 2024 to March 31, 2024 for entry into the Summer 2024 semester; April 1, 2024 to June 1, 2024 for entry into the Fall 2024 semester; and June 2, 2024 to Aug. 1, 2024 for entry into the Spring 2025 semester. Applications are available for online submission in the eSTORM Student Center. Hard copies are available in the Enrollment Services office during the application period. Completed hard copies are submitted to the Enrollment Services Office.
- ✓ **Meet with an Academic Advisor** to determine placement. Student must be eligible for ENG 97 or completion of ENG 94 with a “C” or better and eligible for MATH 97 or completion of MATH 95 with a “C” or better.
  - ❖ 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.
- ✓ **Transcripts documenting High School or College GPA due by March 31, 2024 for summer, June 1, 2024 for fall and Aug. 1, 2024 for spring.**
  - ❖ College course grades supersede high school grade when both appear on official transcripts.
  - ❖ Most recent grades are used to determine points earned.
- ✓ **Transcripts from all colleges, universities, or approved/accredited Practical Nursing attended due by March 31, 2024 for summer, June 1, 2024 for fall and Aug. 1, 2024 for spring.**
  - ❖ To have college transcripts reviewed for possible transfer credit, log into [eSTORM](#) and select the Transfer Credit Evaluation link found in  dropdown under Academics in your Student Center.
  - ❖ Complete and submit this form as early as possible before the March 31<sup>st</sup> (Summer admission), June 1<sup>st</sup> (Fall admission) or Aug. 1<sup>st</sup> (Spring admission) deadlines to have the transcript reviewed for potential course credit.
- ✓ **Entry Exam**
  - ❖ After application deadline and review by the program coordinator, a preliminary selection of potential candidates will be completed. Those students are then required to complete a **TEAS exam** to further evaluate academic skill level. A minimum reading score of 75% is required for program acceptance. Candidates will be informed via student email of their need to complete this exam.

## **Section A – Semester Admission**

**Designate your entry semester:** (student must choose **one** option)

- Summer 2024 (Red Bud Campus)
- Fall 2024 (East St. Louis High Education Center)
- Spring 2025 (Sam Wolf Granite City Campus)

### **Program Locations**

#### Summer Admission (2024)

The Practical Nursing Program is offered at the Red Bud Campus for summer semester. Students can only choose one option per application. The PN program accepts approximately 20 students each summer semester.

#### Fall Admission (2024)

The Practical Nursing Program is offered at the East St. Louis Higher Education Center for fall semester. Students can only choose **one** option per application. The PN program accepts approximately 24 students each fall semester.

#### Spring Admission (2025)

The Practical Nursing Program is offered at the Sam Wolf Granite City Campus for spring semester. Students can only choose **one** option per application. The PN program accepts approximately 35 students each spring semester.

## Section B- Prerequisites to Application

**For Summer 2024 admission, it is MANDATORY to have High School GPA or College GPA Prerequisite on file by March 31, 2024 – unless the application period has been extended.**

**For Fall 2024 admission, it is MANDATORY to have High School GPA or College GPA Prerequisite on file by June 1, 2024 – unless the application period has been extended.**

**For Spring 2025 admission, it is MANDATORY to have High School GPA or College GPA Prerequisite on file by August 1, 2024 – unless the application period has been extended.**

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

1. Record the GPA for high school or college. College course grades supersede high school grade when both appear on official transcripts, if 12 or more college credit hours are received.
2. A minimum GPA of 2.5 on a 4.0 grading scale is required.
3. Courses must be on the transcript by March 31, 2024 for summer, June 1, 2024 for fall and Aug. 1, 2024 for spring deadline.

## **High School GPA or College GPA Prerequisite**

*Student must choose one of the requirements below:*

High School GPA of 2.5 or higher on a 4.0 grading scale from an accredited high school OR

College GPA of 2.5 or higher if 12 or more college credit hours received.

\*\*\*College course grades supersede high school grade when both appear on official transcripts.

*Example of GPA Point Calculation: GPA 3.25 = 3.25 Received Points*

| <u>Institution</u><br><u>Course Taken</u> | <u>Credit Hours</u><br><u>Completed</u> | <u>GPA</u><br><u>Earned</u> | <u>Points</u>   |
|---|---|-----------------------------|-----------------|
| High School GPA _____                     | _____                                   | _____                       | _____/4 pt. max |

**OR**

|                   |       |       |                 |
|-------------------|-------|-------|-----------------|
| College GPA _____ | _____ | _____ | _____/4 pt. max |
|-------------------|-------|-------|-----------------|

(Must have 12 credit hours with a minimum GPA of 2.5)

### **Suggestions for increasing points earned in Prerequisites Section:**

- The higher the GPA, the more points are generated on the application.
- Students with low GPA scores may consider retaking course to earn a higher GPA. **Students must have at least 12 college credits to use as a GPA option on the application.** Meet with an academic advisor to determine courses to improve GPA. 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.
- Students have the potential to earn the greatest amount of points from this section of the application.

## **Section C – Previous Health Sciences Experience**

Check the box and circle the career field that reflects your license or certification experience.

The following section only applies to those students who already have a degree, certificate or previously applied to the PN program

|   | Degree/Application  | Points   | Select One               |
|---|---|----------|--------------------------|
| Source of Points to be awarded for attainment of: | Bachelor's Degree or Higher   | 1        | <input type="checkbox"/> |
|   | Associate Degree in Arts or Science (not healthcare related)                            | 0.50     | <input type="checkbox"/> |
|   | CNA*/MA***/MLT/HIT/PTA/RC/RT (please circle which apply)                                | 0.50     | <input type="checkbox"/> |
|   | EMTP** ( <i>licensed paramedic</i> )  | 0.50     | <input type="checkbox"/> |
| Previous Degree:                                  | Previous Application to the SWIC Practical Nurse Program (4 apps. max)<br>Year(s) _____ | 0.25 - 1 | <input type="checkbox"/> |

\*Applicant must have proof of currency on the Illinois Nurse Aid Registry

\*\* Applicants must provide copy of current IL EMTP license

\*\*\* 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: \_\_\_\_\_/3.5 pt. max

A final ranking score is determined by an academic evaluator, validating each submission and adding points earned in sections B + C = \_\_\_\_\_ 7.5 pts. max

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

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

## Reminder of deadlines & required supporting documentation:

### **For Summer 2024 Admission:**

**Submit between Jan. 31 – March 31, 2024:**

- Application on file for Summer 2024 admission
- GED verification (if applicable), High School and all College transcripts
- SWIC Course Placement Assessment score identifying you are eligible for enrolling in ENG 97 & MATH 97 or above
- Applicable CNA certification
- Proof of Residency
  - Out-of-District Students must provide Inter-district Cooperative/Career Agreement paperwork for “indistrict” status in this application process

### **For Fall 2024 Admission:**

**Submit between April 1 - June 1, 2024:**

- Application on file for Fall 2024 admission
- GED verification (if applicable), High School and all College transcripts
- SWIC Course Placement Assessment score identifying you are eligible for enrolling in ENG 97 & MATH 97 or above
- Applicable CNA certification
- Proof of Residency
  - Out-of-District Students must provide Inter-district Cooperative/Career Agreement paperwork for “indistrict” status in this application process

### **For Spring 2025 Admission:**

**Submit between June 2 – Aug. 1, 2024:**

- Application on file for Spring 2025 admission
- GED verification (if applicable), High School and all College transcripts
- SWIC Course Placement Assessment score identifying you are eligible for enrolling in ENG 97 & MATH 97 or above
- Applicable CNA certification
- Proof of Residency
  - Out-of-District Students must provide Inter-district Cooperative/Career Agreement paperwork for “indistrict” status in this application process

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

- ❖ Review the PN home page at [swic.edu/practical-nursing](http://swic.edu/practical-nursing).
- ❖ Follow recommendations on the Planning Guide
- ❖ Determine potential points earned from completion of the PN Application Planning Guide and see how close you are to the points required the previous year.
- ❖ Need assistance or have questions? Contact Academic Advising, 618-235-2700, ext. 5455.

Practical Nursing students are required to submit to background check and drug testing prior to clinical experience courses. Refer to college catalog for more information.