Merritt College

12500 Campus Drive, Oakland CA 94619
www.Merritt.edu/wp/NURS/

Building S, Room 343
Barbara Lee Science & Allied Health Center
Office Hours: Monday-Friday 9:00 AM – 4 PM

Associate Degree Nursing Program Admissions Brochure – Fall 2019

GENERAL INFORMATION

The Merritt College Associate Degree Nursing (ADN) curriculum is a two year program. The program is accredited by the California Board of Registered Nursing and is designed to prepare students for entry level Registered Nursing positions. Upon successful completion of the ADN program, students are eligible to take the state licensing examination for registered nurses. The course of study includes instruction in applied nursing sciences, related natural and social/behavioral sciences, and clinical nursing experience in hospitals and healthcare facilities located in the San Francisco Bay Area.

Applications are accepted from **February 4th through March 7th** for the ADN class entering in the Fall. Postmarks are not accepted. Students may apply only **once** during the academic year, and duplicate applications for the same year will result in disqualification.

STEP 1. GROUP A COURSE REQUIREMENTS PRIOR TO APPLICATION

All of the following courses must be satisfactorily completed at an accredited college or university, prior to submitting the application. This coursework must be documented by official transcripts and included in the application packet. The following **Biology** coursework must be completed with an overall **GPA of 2.5 or above**. All **English** coursework must be completed with an overall **GPA of 2.0 or above**. A grade of 'C-' (70%-74.99%) is not acceptable. Each Core Biology class must be completed with a minimum C grade.

To assure that courses taken outside of Peralta District are equivalent to Group A course requirements, it is highly recommended that applicants meet with a college counselor prior to submitting the application packet. **Online and Hybrid classes** are not accepted for Core Biology classes. All Group A classes receiving a grade of "Credit" or "Pass" instead of a letter grade will be calculated as a "C".

Group "A"

- **BIOL 20A** - Human Anatomy and Physiology with Lab (5 units)
- **BIOL 20B** - Human Anatomy and Physiology with Lab (5 units)

          OR

- **BIOL 2** - Human Anatomy with Lab (5 units)
- **BIOL 4** - Human Physiology with Lab (5 units)

          AND

- **BIOL 3** - Microbiology with Lab (5 units)
- **ENGL 1A** - Composition and Reading (4 units)
  (ENGL 1A Composition and Reading will not be substituted/waived by any other course.)

Please Note: Do not submit any transcripts for Group A courses in progress. **Your application will not be considered if any Group A courses are in progress**.

STEP 2.   APPLICATION PROCEDURE FOR FALL 2019

Please adhere to the following in submitting your application packet. Any falsifications in the application packet will result in disqualification.

Step 1. Complete all academic requirements for admission.

Step 2. Obtain official sealed transcripts from **ALL** colleges attended. Transcript requests from previously attended colleges should be made well in advance of the application deadline. **All official college transcripts in original sealed envelope (only unofficial Peralta Colleges accepted);** and MUST BE ATTACHED to the application upon submission. **Do not have transcripts sent directly to the Allied Health/Nursing office – they will not be processed. No electronic transcripts will be accepted; physical copies only.**

Step 3. For pre-requisite coursework outside of California, attach a copy of the catalog course description to your application. **Applications will be deemed incomplete without it**.

Step 4. Foreign college transcripts must first be submitted to an international evaluation service for translation and to determine course equivalencies prior to application submission.

Step 5. Submit only the completed application along with transcripts and out of state catalog course descriptions to Merritt College, Building S, Room 343 by **4 PM** on **March 7th, 2019.** Office hours are 9 AM – 4 PM.

NOTE: DO NOT SUBMIT return envelopes, letters, certificates, or other documents. Postmarks & faxes will not be accepted.   **The ADN department is not responsible for any lost or misdirected applications, transcripts, or documents that are not hand-delivered (i.e. mailed, courier service, or other delivery methods). Therefore, the ADN department WILL NOT be able to verify receipt or delivery.**

STEP 3.   SELECTION PROCEDURE

All application packets will be processed using the following procedure:

Phase 1. Group A Coursework – All applications submitted by the deadline will be reviewed for completion, including Group A prerequisites, core Biology GPA = 2.5+, and English GPA = 2.0+.

Phase 2. *Chancellor's Advisory Model* – Merritt College Associate Degree Nursing program has instituted the CA State *Chancellor's Model for Enrollment in Associate Degree Nursing Programs*. The *Model* uses a formula that takes into calculation four key areas:

1. Overall cumulative GPA from **all** colleges attended

2. Overall cumulative GPA from **all** college level English courses

3. Core Biology GPA (Anatomy, Physiology, and Microbiology)

4. Core biology course repetitions*

*Core Biology course repetitions will adversely affect your overall score. [i.e. each repetition deducts from your Chancellor's Score, and three repetitions eliminates your chance of receiving the required 80%]. ALL repetitions count, regardless of the grade. A, B, C, D, F, or W ("withdraw"), is counted as a repetition.

+Pass/Credit courses are equal to a 2.0 GPA

NOTE: Merritt College ADN does not have a "Recency Requirement", i.e. biology courses are not required to be in a recent time frame.

Each application is assessed using the *Model* formula to yield a percentage cut score. Applicants who receive an **80%** or above, will be considered eligible to continue in the application process.

After Phases 1&2 - *Students will be notified of their application status by email or USPS. The letter will explain if the applicant will be eligible to continue to Phase 3. It is the student's responsibility to notify ADN of address changes. If you have not received a response by* **April 26th** *, send an email to ADNadmissions@peralta.edu. Applicants can also check the website for status updates at www.Merritt.edu/wp/NURS/*

Phase 3. Test of Essential Academic Skills (ATI TEAS v. 6) – You will be notified requesting to have your TEAS 6.0 scores sent electronically from ATI at your own expense. TEAS v.6 is a new version of the TEAS exam. We are no longer accepting TEAS 5.0 scores. We accept only FIRST TIME TEAS 6.0 scores.

DO NOT SUBMIT TEAS SCORES UNTIL DIRECTED TO DO SO – you will waste your money, as your submission will be disregarded.

For more information about the **TEAS** testing locations, please visit **www.ATItesting.com.** Applicants may purchase review materials and request submissions of prior TEAS results through this website.

Phase 4. Lottery - After passing Phase 3, qualified applicants will be entered into a lottery on **May 23rd** to determine the admitted class. Students will be notified of their admission status by email or USPS within 10 days of the lottery. If you have not received a response by **June 4th,** send an email to **ADNadmissions@peralta.edu**.

Phase 5. Mandatory **ADN Orientation** – All students selected for admission will be required to attend a mandatory orientation for the program on **June 11th, 2019**. Failure to attend will result in immediate disqualification of the applicant.

STEP 4.   ENROLLMENT / ADMISSIONS ELIGIBILITY

All students selected for admission into the ADN program for Fall 2019 are required to adhere to the following requirements. **DEADLINE August 19, 2019.** Failure to meet the deadline or comply with additional admission requirements will result in forfeiture of your space.

1. Apply for admission to Merritt College, by following the instructions given during the **ADN Orientation**.

2. Complete the Student Health Screening Information detailed during the **ADN Orientation** documenting a recent physical examination. All medical/physicals exams must be done at the applicant's expense and in accordance with the guidelines stipulated at the **ADN Orientation.**

3. Obtain CPR certification for "BLS Healthcare Provider" from the American Heart Association which is current within one year of admission to the program. Certification is **only accepted from the American Heart Association** and must remain current throughout the length of the program.

4. Undergo a criminal background check & drug screening (details received at **ADN Orientation**). *In accordance with Regulation 480 of the Board of Registered Nursing, if you have been convicted of any offense other than a minor traffic violation, you may not qualify to be licensed as a registered*

nurse. If you have any questions regarding this matter, please contact the California Board of Registered Nursing, P.O. Box 944210, Sacramento, CA 94244-2100.   For more information go to the California Board of Registered Nursing website – **http://www.rn.ca.gov/applicants/lic-faqs.shtml#disc**

5. Show proof of *positive titers* for the following tests: Varicella, Mumps, Measles, Rubella, Hepatitis A and Hepatitis B. The entire series of Hepatitis B must be completed by **August 19, 2019**. *Waivers will not be accepted.*

6. Show evidence of *2-step* TB test (annually) by **August 19, 2019.** If positive, show results of chest x-ray. QuantiFERON Gold TB tests are accepted.

REQUIREMENTS FOR GRADUATION - GROUP B

Although Group "**B**" courses meet Graduation Requirements and can be completed prior to or after admission into the ADN Program, **it is highly recommended that these courses be completed prior to admission into the program**. Each Group "**B**" course must be completed with a grade of "**C**" or above (letter grade only) **"C-" is not acceptable**. The minimum unit requirement for the Associate degree is 19 units; some of these requirements can be met by the Group "**A**" prerequisite courses. **Computer Literacy and Ethnic Studies** are degree requirements that must be completed (**no exceptions or waivers can be applied**) even though they are not required by the BRN for licensure. All other B courses are required for licensure.

To assure that courses taken outside of Peralta District are equivalent to Group B course requirements, it is highly recommended that applicants meet with a college counselor to insure that the Graduation Requirements are met.

Group "B"
- **MATH 203 -** Intermediate Algebra (4 units)
  (No statistics or higher math can be accepted as a substitute/waiver for MATH 203)
- **ENGL 1B** - Composition and Reading (4 units) **OR** • **ENGL 5** - Critical Thinking (3 units)
  (ENGL 5 requires an additional Humanities Course)
- **SOC 1** - Introduction to Sociology (3 units) **OR** • **ANTHR 3** - Introduction to Social and Cultural Anthropology (3 units)
- **PSYCH 1A -** General Psychology (3 units)
- **COMM 20** - Interpersonal Communications (3 units)
  *(**COMM 20** Interpersonal Communication will not be substituted/waived by any other course.)*
- **Computer Literacy** (1 unit)
- **Ethnic Studies** (3 units)

ASSOCIATE DEGREE NURSING CURRICULUM
The following courses are to be completed after admission to the ADN program, and generally requires two years to complete. These courses must be completed with a grade of 'C' or better (75% or better) in lecture and satisfactory clinical performance in each section of a course. A grade of 'C-' (70%-74.99%) is not acceptable.

Group "C"
- **NURS 1** - Fundamentals in Nursing: Beginning Principles of Health Care
- **NURS 3A** - Perinatal Nursing
- **NURS 3B** - Pediatric Nursing
- **NURS 4A** - Intermediate Medical-Surgical Nursing

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- **NURS 4B** - Psychiatric Nursing
- **NURS 5** - Advanced Medical-Surgical Nursing: Disruption in Homeostasis
- **NURS 10** - Leadership and Management
- **NURS 11** - Ethics and Law
- **NURS 12** - Calculation of Drug Dosages for Health Professionals
- **NURS 13** - Pharmacology in Nursing
- **NURS 14** - Nutrition and Diet Therapy in Nursing

PRIOR HEALTH CARE EXPERIENCE, TRANSFERS, OR ADVANCE PLACEMENT

Applicants who wish to transfer from another ADN program or who have prior experience in the Health Care field, may apply to seek advanced placement **after** they have been accepted in the Merritt ADN program. Transfer or advanced placement students will be admitted only on a space-available basis. For information about this option, please send an email to the ADN Program Director at ADNadmissions@peralta.edu.

ADN Program – Frequently Asked Questions (FAQs)

1. **Is it OK if I mail (FedEx, UPS, special delivery, etc.) my application?**
Please keep in mind the application must still be received by 4 p.m. on March 7th, 2019. The department is **not responsible for lost or misdirected applications if they are sent by mail, courier service, or other delivery method**. Postmarks are not accepted.

2. **What is the primary reason for being disqualified from the Selection Process?**
Students are unaware of the pre-requisites, GPA requirements, or the application procedure. Our best recommendation for a well-prepared application packet is to READ THE BROCHURE!

3. **How do I know if I have taken or will be taking the right course(s)? Can someone prescreen my application, coursework, grades, etc. to see where I stand or if I qualify?**
Any questions regarding courses a student "should take", if they "qualify" or "transfer equivalently", should be directed to the Counseling Department at the college you are attending OR at Merritt College in Building R room R-109, (510) 436-2475. We do not have specific counselors for nursing and we do not pre-screen coursework to determine qualification. However, any college counselor can help you map out your educational goals.

4. **I took a Human Anatomy & Physiology Course but I didn't take the lab (or there wasn't a lab requirement). Isn't this the same course? And one of my biology courses (anatomy, physiology, and/or microbiology) is 4 units instead of 5 units, does it still count?**
All biology (Group "A" courses) are required to be taken with a lab. If the course taken is only a lecture or online course, it will not be accepted. The number of units is based on Peralta's course units. At other schools, the number of units may vary but the course curriculum and pre-requisites are generally the same. If you have any doubt, please refer to question #3.

5. **Is the ADN application packet all I have to do? I am a New / Returning / Continuing Student at Peralta Colleges.** Once accepted into the ADN Program for the Fall, students must follow the admissions requirements for New / Returning / Continuing students at Peralta Colleges. Contact the Merritt College Admissions & Records Office in Building R, Room R-112, (510) 436-2487.

6. **I took the TEAS 6.0 a while back can I retake it?**
You can retake it. However, Merritt College only considers the 1st time scores for applicants.

7. **Can you make a copy or can I get a receipt when I submit my application packet?** We do not make copies. The 1st page of the brochure has a receipt box for acknowledging receipt of your application packet. Please bring the 1st page of the brochure with you if you require a receipt.

8. **I took AP English in high school and took the AP Exam exempting me from taking English 1A. What do I need to do?**
The credit must show on your college transcript. Additionally, applicants should attach supporting documentation from a counselor noting the college credit by examination. Be sure to list the English 1A under Group A on your application.

9. **I am curious to know if the students are well-prepared for the NCLEX exam when they complete the program here. What is the NCLEX pass rate for Merritt's ADN Program?**
The California State exam for licensure is the NCLEX Exam and the pass rate for recent years is available on the web at **http://www.rn.ca.gov/schools/passrates.shtml**

10. **I am a licensed LVN in the state of California. Do you have an LVN to RN Program?** The LVN to RN Upgrade Program is not active at this time. LVNs are welcome to apply through the general application process and once admitted they can inquire about challenging for advance placement.

11. **I have questions that are not addressed here. What can I do?**
General application questions may be directed to **ADNadmissions@peralta.edu**.

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Merritt College

Associate Degree Nursing Program

12500 Campus Drive, Oakland CA. 94619 Phone: 510-436-2422

<u>FALL 2019 APPLICATION</u>

This form must be submitted on 8 ½" x 11" white paper. No previously used or color paper. Double-sided is OK.
YOU ARE REQUIRED TO ANSWER <u>ALL</u> QUESTIONS & PRINT CLEARLY. Incomplete or unanswered questions will deem your application to be INCOMPLETE and it WILL NOT BE PROCESSED.

_____   _____   _____
Last Name   First Name   Middle Name

__ If you have changed your name, please list the name you have previously used:

_____   _____   _____   _____
Last Name   First Name   Middle Name   Date Changed

_____   _____
Address   Home Phone #

_____   _____
City   State   Zip Code   Work #

_____   _____
Email   Cell #

Social Security # (**REQUIRED**) _____   Do you have a California LVN License? ☐YES ☐ NO

Are you a US Citizen? ☐ Yes   ☐ No: Visa # _____

The State of California **Education Code Section 7861**, Subdivisions (**g**) and (**h**) requires we collect the following demographic information:

<u>Gender</u>   <u>Date of Birth</u>   <u>Ethnic Group</u>

☐ Female   _____   ☐ African-American   ☐ Other Non-White
☐ Male   mm/dd/yyyy   ☐ American Indian/Alaskan Native   ☐ Pacific Islander
                                                                ☐ Asian   ☐ Hispanic
                                                                ☐ Filipino   ☐ White Non-Hispanic
                                                                ☐ Unknown/Non-Respondent

<u>Use numbers 1, 2, & 3 to show primary languages spoken at home:</u>

____ Arabic   ____ English   ____ Russian   ____ Tagalog
____ Chinese (*including dialects*)   ____ Farsi   ____ Spanish   ____ Other _____

Have you ever applied to the Associate Degree Nursing program at Merritt College before?

☐ YES Year(s): _____   ☐ NO (first time applying)

List ALL colleges and universities attended (if you need more space, attach additional 8½ x 11" sheets, following the same format used below). NOTE-List Peralta Colleges ONCE for attendance at Laney, Merritt, Alameda, & Berkeley (Vista). <u>Please Note</u>: **Failure to attach and submit all college transcripts along with the application will result in disqualification from the application process.**

Name of Institution	**City and State**	**From Sem/Yr - To Sem/Yr**	**Degree/Diploma?**
			☐ YES ☐ NO
			☐ YES ☐ NO
			☐ YES ☐ NO

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List ALL courses completed from the English and ESL Departments. <u>This information must be completed</u> (i.e. DO NOT WRITE "SEE TRANSCRIPT"). If you need more space, write "continued" on the last line below, and attach additional 8½ x 11" sheets, following the same format used. *For courses taken outside of California, you are <u>required</u> to attach a copy of the catalog/course outline and description.*

Title of Course	Course #	# Units	Grade	College	Sem/Yr (ex. Fall '13)

List Human Physiology, Human Anatomy, & Microbiology pre-requisite courses ONLY (include all attempts; including withdrawals, failures & repeats). <u>This information must be completed</u> (i.e. DO NOT WRITE "SEE TRANSCRIPT"). If you need more space, write "continued" on the last line below, and attach additional 8½ x 11" sheets, following the same format used. *For courses taken outside of California, you are <u>required</u> to attach a copy of the catalog/course outline and description.*

Title of Course	Course #	# Units	Grade	College	Sem/Yr (ex. Fall '13)

I certify under penalty of perjury that all information contained herein is correct and I understand that any falsifications or failure to meet any of the deadlines, as stated in the attached admission brochure, will result in disqualification from the application process.

_____   _____   _____
Print Last Name, First Name   Signature   Date