



**EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING**

**BACCALAUREATE
NURSING PROGRAM
STUDENT HANDBOOK**

2026-2027

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INTRODUCTION

This handbook is for those students enrolled in Eastern Kentucky University's Baccalaureate Nursing Program to assist the student in gaining an understanding of the program and other matters that effect one's status as a nursing student. This handbook is a supplement to two other documents: The Undergraduate Catalog and the University Handbook for Students, which are available for viewing online (www.eku.edu).

From time to time during your years in college, you will find it necessary to consult one or all of these documents. The Undergraduate Catalog is thoroughly studied in GSD 101. Since most transfer students do not take GSD 101, they must make a special effort to become familiar with the Undergraduate Catalog contents.

STUDENT RESPONSIBILITY

It is the student's responsibility to become familiar with all the policies and procedures relevant to the Bachelor of Science in Nursing program and with the general academic information section of the ECU Undergraduate Catalog.

Updated August 2026

CURRICULUM INFORMATION

**EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING**

MISSION STATEMENT

The mission of the School of Nursing is to educate nurses at the Associate, Baccalaureate, Masters and Doctorate levels who work in interprofessional environments to promote health and well-being across the Commonwealth, country and world.

PREAMBLE

Eastern Kentucky University's Associate Degree Nursing Program was organized in 1965. The Bachelor of Science in Nursing (BSN) program was started in 1971. The programs became part of the newly established College of Allied Health and Nursing in 1975. In 1995, the Master's of Science in Nursing Program was approved and implemented. The department name was changed to Department of Baccalaureate & Graduate Nursing (DBGN). In 1999, the college name was changed to the College of Health Sciences. In 2011, the first class of post-Master's Doctor of Nursing Practice students was admitted. The RN to BSN and graduate level programs began transitions to online in 2012. The online format of the RN to BSN, Master's of Science in Nursing (MSN) and Doctor of Nursing Practice (DNP) programs creates an educational opportunity open not only to nurses in Kentucky, but in many states. In 2020, the Associate of Science in Nursing (ASN) program joined the DBGN. The department name was changed to the School of Nursing (SON), reflecting the new organizational structure. The ASN program was renamed the Associate of Applied Science in Nursing (AASN) in 2021 to expand funding opportunities for students.

The beliefs of the faculty and students relevant to nursing and health care are set forth in the philosophy statement. The philosophy guides the educational programs and learning environments.

The School of Nursing within the College of Health Sciences functions as an autonomous educational unit deriving the broad outlines of aims and functions from the guiding values of Eastern Kentucky University. The College of Health Sciences affirms the University's guiding values of **Opportunity** (Community Engagement, Multiple Perspectives and Lived Experiences, Professional Growth, Hospitality, Celebration) and **Trust** (Consistency, Effective Communication, Accountability, Efficiency, Leadership). The foundations of professional nursing education are congruent with the purposes of the University and the College of Health Sciences.

Revised August 2025

PHILOSOPHY OF THE SCHOOL OF NURSING

Consistent with the guiding values of Eastern Kentucky University and the College of Health Sciences, the faculty of the School of Nursing embrace the following beliefs about patient, environment, health, nursing, associate nursing education, baccalaureate nursing education, and graduate nursing education:

PATIENT

Patient includes individuals, families, groups, communities, and populations. Each patient is unique and merits respect, support, and dignity. Patients develop and adapt in recognizable phases and patterns. Patients continually seek meaning and purpose. Through participation in life's experiences, patients grow, assume responsibility and develop across the lifespan. Patients are holistic beings integrating biological, psychological, and spiritual dimensions. The term "client" may be used interchangeably with "patient".

ENVIRONMENT

Environment is the aggregate of all objects, conditions, forces, and ideas that interact with patients. The elements of the environment include the physical, biological, and organizational systems. A health promoting environment facilitates movement toward wellness.

HEALTH

Health is a dynamic process between the patient and environment. Optimal health includes biological, environmental, psychological, spiritual, and organizational influences. Health reflects a patient's ability, willingness, and resources to engage the environment in a manner that maximizes wellness.

NURSING

Nursing is an autonomous and caring profession. Nursing is an art and science that promotes health through patient-centered care. While respecting patients' rights to self-determination, nursing provides holistic care during health, illness, and death.

ASSOCIATE NURSING EDUCATION

The Associate of Applied Science in Nursing (AASN) degree provides the foundational education necessary to become a registered nurse. The AASN program incorporates knowledge in nursing and key biological and social science as well as the study of humanities. Graduates are eligible to sit for the National Council of State Boards of Nursing licensure examination (NCLEX-RN). Upon licensure, graduates are prepared to practice in a variety of care settings. Graduates of the AASN program exhibit competencies of human flourishing, nursing judgement, professional identity, and the spirit of inquiry.

Associate degree nursing education is a transformative journey for both students and faculty, grounded in mutual accountability and shared responsibility. Teaching is a collaborative and cooperative endeavor, where students and faculty work together to integrate experience, knowledge, and skills. Faculty serve as facilitators and role models, guiding students through the learning process. Graduates are equipped to engage in lifelong learning and to practice effectively across healthcare settings and delivery models.

Approved by Faculty Organization August 2025

BACCALAUREATE NURSING EDUCATION

Preparation for professional nursing requires liberal and professional baccalaureate education. Baccalaureate nursing education develops critical thinking, collaboration, and decision making. Baccalaureate graduates are prepared to function as providers of patient-centered care, designers/managers/coordinators of care, and members of a profession who are proactive in a changing health care system. Baccalaureate graduates must be professional, responsible, and accountable for evidence-based practice.

Baccalaureate nursing education is a transformative process for students and faculty and is a process of reciprocal accountability and responsibility. Teaching is a cooperative, collaborative venture. Students and faculty share responsibility for the integration of experience, knowledge and skills. Faculty serve as role models and facilitators. Graduates are prepared to pursue lifelong learning, function in a variety of health care settings, and delivery models, as well as specialize at the graduate level.

Revised August 2025

GRADUATE NURSING EDUCATION

Preparation for advanced nursing roles is obtained through graduate education in nursing. Graduate education in nursing further develops the intellectual skills of critical thinking, analytic inquiry, and problem solving which were initiated in undergraduate nursing education.

Building upon the foundations laid by baccalaureate education, the faculty recognizes the need for additional knowledge to prepare graduates for specialty practice and for advanced roles. The evaluation of theory and research in nursing and related fields is imperative for graduates to incorporate evidence-based practice into their advanced nursing roles. A higher level of synthesis, analysis, and application of advanced nursing knowledge is essential for performance of advanced nursing roles. The integration of the additional knowledge, theory, and skills is obtained through graduate education in nursing. The graduate develops professional concepts and behaviors in order to function in an advanced role.

Nurses prepared at the graduate level must collaborate with other health disciplines in providing innovative health care delivery. They do so as full partners, sharing the responsibility for delineating society's health goals, developing health care policy, and functioning as advocates for the health care consumer.

The faculty is committed to educating nurses at the graduate level who will contribute to the general health of the nation and globally. The educational process at the graduate level is collegial in nature and promotes independent, self-directed learning and self-evaluation. Students communicate the results of their discovery, analysis, and synthesis of knowledge both orally and in writing to prepare for increased autonomy and responsibility in advanced practice roles. Graduate education in nursing prepares nurses to serve as advanced practice nurses and leaders in the health care system.

BSN PROFESSIONAL NURSING PRACTICE OUTCOMES

Upon completion of the baccalaureate nursing program, the BSN graduate will:

1. Apply integrated nursing knowledge, clinical judgment, and evidence-based practice to provide safe, quality care across the lifespan. (Domain 1)
2. Provide evidence based, person-centered care to support shared decision making and optimize health outcomes across the lifespan. (Domain 2)
3. Apply population health principles to promote health, prevent disease, and improve outcomes. (Domain 3)
4. Engage in scholarly inquiry and integrate best evidence into nursing practice. (Domain 4)
5. Apply quality improvement principles and safety standards to enhance care processes, minimize risk, and improve client outcomes. (Domain 5)
6. Collaborate with interprofessional teams to enhance client and population health, emphasizing communication, teamwork, and systems-based practice to deliver quality care across the continuum. (Domain 6)
7. Evaluate systems-based principles to coordinate resources and support safe, quality care within healthcare environments. (Domain 7)
8. Utilize informatics and healthcare technologies to support clinical decision making, enhance communication, and improve client care. (Domain 8)
9. Demonstrate professionalism, accountability, and ethical responsibility, upholding legal, regulatory, and professional standards to ensure person-centered care. (Domain 9)
10. Appraise their personal and professional development to foster self-care and lifelong learning. (Domain 10)

Revised March 2026

AMERICAN NURSES ASSOCIATION CODE OF ETHICS

Students are directed to the following web site to view the provisions and the interpretive statements.

The link for the 2025 ANA Code of Ethics is at the end of the following reference:

<https://codeofethics.ana.org/provisions>

CURRICULUM ORGANIZATION

CURRICULUM ORGANIZATION FRAMEWORK

The major philosophical concepts provide direction for curriculum organization and outcomes. These concepts are derived from professional nursing education and practice, and environmental factors which include a rapidly changing health care delivery system. In an effort to develop a curriculum responsive to a dynamic health care delivery system, the faculty re-conceptualized the curriculum schemata.

Professional nurses must have the ability to define and conceptualize population parameters, and the health care needs of that population. Also, nurses must be able to recognize and predict shifts in health care needs to develop effective nursing practice interventions. Thus, as client needs shift, individual courses can be adapted within the overall framework.

All clinical courses:

1. Examine health and selected health care problems of defined populations,
2. Explore the epidemiology of the selected health care problems,
3. Examine care management issues across the levels of prevention, with a focus on appropriate therapeutic nursing interventions and essential competencies required for safe practice,
4. Analyze case management approaches to health care, with a focus on functioning as a member of an interdisciplinary health care team, and
5. Provide opportunities for students to demonstrate knowledge and role-appropriate skills.

The pre-clinical nursing courses provide students with basic, frequently used skills (psychomotor, communication, and nursing science domain overview) necessary for entry into the clinical setting.

The health assessment, pathophysiology, and clinical drug therapy courses provide the knowledge and foundation necessary for making clinically effective decisions with clients in a variety of settings. The research course enhances critical thinking, problem solving, and decision-making skills. The leadership and role transition courses offer opportunities to synthesize nursing competencies for systems management and to critically analyze factors which shape nursing practice and effect change in the health care delivery system.

BSN ORGANIZING CONCEPTS

- I. Professionalism
 - A. Leadership
 - B. Ethical/Legal Practice
- II. Evidence-based Nursing Practice
 - A. Nursing Process
 - B. Research
 - C. Informatics & healthcare technology
 - D. Communication
 - E. Collaboration
 - F. Critical thinking
- III. Systems
 - A. Patients/client system (individual, family, communities, populations)
 - B. Health care systems

Revised October 2009

PROFESSIONALISM

“Professionalism is defined as the consistent demonstration of core values evidenced by nurses working...to achieve optimal health and wellness outcomes in patients...by wisely applying principles of altruism, excellence, caring, ethics, respect, communication, and accountability” (Interprofessional Professionalism Measurement Group, 2008). “Professionalism also involves accountability for one’s self and nursing practice, including continuous professional engagement and lifelong learning.” (AACN Essentials 2009, p. 27)

LEADERSHIP

Leadership is the ability to apply learned skills by which nurses influence the direction of health care, the nursing profession, and the quality of health care for patients. Effective leaders are innovative, flexible, and foster inter/intradisciplinary collaboration and communication.

ETHICAL/LEGAL PRACTICE

Ethical practice is the implementation of moral principles and standards governing conduct. Legal practice is the adherence to the laws and regulations governing nursing.

Revised February 2010

EVIDENCE-BASED PRACTICE

Evidence-based Practice: “Care that integrates the best research with clinical expertise and patient values for optimum care” (IOM, 2003b). Evidence-based nursing practice is the delivery of safe and effective patient-centered care across the lifespan.

- A. Nursing Process is a problem-solving method which includes assessment analysis, planning, implementation, and evaluation.
- B. Research is a systematic, scientific inquiry into phenomena relevant to evidence-based nursing practice for the purpose of validating and developing knowledge of the profession.
- C. Informatics & Health Care Technology is the use of electronic systems to gather, monitor, and analyze data in the provision and improvement of patient care.
- D. Communication is a goal directed dynamic, written, verbal, nonverbal, and electronic interactive process. Communication involves contextual transmission, analysis, interpretation, and evaluation of messages. Communication skills promote interpersonal, therapeutic, group, and professional relationships.
- E. Collaboration is a process of working toward mutual goals to improve patient outcomes. Collaboration involves collegial relationships with other members of the health care team, including patients.
- F. Critical Thinking is the process of questioning, analysis, synthesis, interpretation, inference, inductive and deductive reasoning, intuition, application, and creativity (AACN, 1998; as cited in AACN, 2008, p. 37). Critical thinking underlies independent and interdependent decision making. (AACN, 2008, p. 37)

Revised February 2010

SYSTEMS

The concepts of systems theory are integral to professional nursing practice. Systems function through interdependent, interacting components. All systems are part of a larger system. The patient/client system includes the individual, family, communities, and populations.

- A. The individual is an integration of biological, psychological, and spiritual spheres. Although composed of similar systems and subsystems, individuals are considered across the life span in relation to their uniqueness, genetics, and growth and development.
- B. The family is an open system that continually interacts with its members and the environment. Family is defined by the individual.
- C. The community is either a geopolitical or phenomenological group of people with shared interests, goals, identity, and/or physical boundaries.
- D. Population is any group with a common characteristic.

Health care systems are systems of delivery of health care to individuals, families, communities, and populations. These systems operate within the context of local, national, and global societies and processes. They are formed by policies that affect health outcomes. The nursing profession interacts with health care systems to advance safe, compassionate, quality, cost-effective, scientific, and ethical care.

Revised February 2010

PROFESSIONAL STANDARDS OF BSN PROGRAM

The *Essentials of Baccalaureate Education for Professional Nursing Practice*, published by the American Association of Colleges of Nursing in 2021, has been adopted as the professional standard to guide the undergraduate curriculum. The document specifies the essentials which are essential for all baccalaureate nursing programs. These essentials are congruent with the curriculum organizing concepts and are integrated into the baccalaureate curriculum.

<https://www.aacnnursing.org/Portals/42/Downloads/Essentials/Essentials-Executive-Summary.pdf>

Learning opportunities, including direct clinical experiences, must be sufficient in breadth and depth to ensure the baccalaureate graduate attains these practice-focused outcomes and integrates the delineated knowledge and skills into the graduate's professional nursing practice. Clinical learning is focused on developing and refining the knowledge and skills necessary to manage care as part of an interprofessional team. Simulation experiences augment clinical learning and are complementary to direct care opportunities essential to assuming the role of the professional nurse. A clinical immersion experience provides the opportunities for building clinical reasoning, management, and evaluation skills.

BACCALAUREATE NURSING PRACTICE

The practice of nursing includes the provision of direct care to clients. Certain cognitive and psychomotor capabilities are essential for safe and skillful practice. In order to complete the baccalaureate nursing program, the student must:

- Analyze, plan, and evaluate health care;
- Communicate with patients and other members of the health care team;
- Perform health assessments using equipment including stethoscopes, monitors, and warning systems;
- Assist the patient in meeting health care needs through interventions including the performance of skills and provision of emotional and physical support;
- Prepare, administer, and monitor medications;
- Effectively perform cardiopulmonary resuscitation (CPR).

EASTERN KENTUCKY UNIVERSITY COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING
TRADITIONAL BSN CURRICULUM PLAN
Effective Fall 2026

First Year

First Semester			Second Semester		
GSD 101	Student Success Seminar	3	BIO 308 & BIO 308L	Anatomy & Physiology II	4
BIO 208 ^E & 208L	Anatomy & Physiology I & Lab	4	CHE 105 & CHE 105L	Chemistry for Health Science I & Lab	4
ENG 101 ^E	Written Communication	3	ENG 102 ^E	Written Communication II	3
PSY 200 or SOC 131 ^E	Intro to Psych. or Intro to Soc	3	CMS 210 ^E	Oral Communications	3
MAT 105 ^E	Mathematics with Applications	3	Essential Education	Select from 3A, 3B, or 4A	3
Total		16	Total		17

Second Year

Third Semester			Fourth Semester		
BIO 273 or MLS 209	Clinical or Medical Microbiology	3 or 4	STA 215*	Introduction to Statistical Reasoning	3
NFA 201	Essentials of Nutrition	3	Essential Education	Select from 3A, 3B, or 4A	3
NSC 232	Fundamentals of Nursing	2	NSC 332	Health Assessment & Promotion	1
NSC 232L	Fundamentals of Nursing Lab	1	NSC 332L	Health Assess & Promotion Lab	1
NSC 242	Communication in Nursing	3	NSC 350	Pathophysiology	3
NSC 252	Intro to Professional Nursing	3	NSC 380	Adult Health Nursing I	2
Total		15/16	NSC 380C	Adult Health Nursing I Clinical	2
			Total		15

Third Year

Fifth Semester			Sixth Semester		
Essential Education	Select from 3A, 3B, or 4A	3	NSC 390	Research for EBNP	2
NSC 330	Clinical Drug Therapy	3	NSC 392	Mental Health Nursing	3
NSC 386	Adult Health Nursing II	7	NSC 392C	Mental Health Nursing Clinical	2
NSC 386C	Adult Health Nursing II Clinical	2.5	NSC 396	Family Health Nursing	5
Total		15.5	NSC 396C	Family Health Nursing Clinical	2
			Essential Education	Select from Flex	3
** Application for Graduation			Total		17
			*Mid Curricular Custom HESI		

Fourth Year

Seventh Semester			Eighth Semester		
NSC 378*	Short Topics in Clinical Nursing *	2	NSC 492	Complex Client Health Care	2.5
NSC 480	Health Care Leadership	3	NSC 492C	Complex Client HC Clinical	3
NSC 484	Adult Health Nursing III	2.5	NSC 495	Professional Role Transitions	2
NSC 484C	Adult Health Nursing III Clinical	2.5	NSC 496	Clinical Judgement and EBNP	2
NSC 487	Population Health Nursing	2.5	Free Elective**	If needed for 120- hour requirement	3
NSC 487C	Population Health Nursing Clinical	2.5	Total		12.5
Total		13/15			

* Statistics options include STA 215, STA 270, COR 400, CRJ 400, PSY 309, QMB 200, SOC 232, HEA 350, or approved substitutions.

** Baccalaureate degree-seeking students must apply for graduation during the semester in which they earn 90 credit hours. The graduation application is available through your myEKU account under the "Registration & Advising" card.

* Mid Curricular Custom HESI is completed at the end of NSC 396. Students scoring below 900 on the Mid Curricular Custom HESI are required to enroll in NSC 378 in the 7th semester.

** A minimum of 120 credit hours is required for the BSN degree.

Class scheduling is dependent on student enrollment as well as faculty and clinical availability. The program reserves the right to alter the schedule plan as necessary to ensure a quality educational program.

Revised Summer '12, Fall '13, Spring '15, Summer '17, Spring '18, Spring '19, Fall '19, Fall '24, Summer '25, Fall '26

EASTERN KENTUCKY UNIVERSITY COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING
TRADITIONAL BSN CURRICULUM PLAN
Effective Fall 2026

Required NSC courses:	67
Essential Education (Support Courses which fulfill Essential Ed are in Bold):	30
Element 1: Communication:	9
A. ENG 101 or 105 (3 hours)	
B. ENG 102, or HON 102 (3 hours)	
C. CMS 100 or 210 (3 hours)	
Element 2A: Quantitative Reasoning	3
MAT 105 (3 hours)	
Element 2B: Natural Sciences	3
BIO 208 (3 hours) & 208L (1 hour)	
Element 3: Arts & Humanities	6
A. Arts (3 hours)	
B. Humanities (3 hours)	
Element 4: Social & Behavioral Sciences	6
A. Historical and Global Dimensions (3 hours)	
B. Social & Behavioral Sciences (3 hours)	
PSY 200 or SOC 131	
Flexible/Elective Element	3
Free Elective	3
University Requirement Student Success Seminar (GSD 101)	3
Other Support:	17/18
CHE 105 & CHE 105L; BIO 308 & BIO 308L; BIO 273 or MLS 209; STA 215; NFA 201	
Total	121/122

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING
2nd Degree BSN Curriculum Plan
21 Month Plan
Effective Fall 2025

Prerequisite Support Courses which must be completed prior to admission to the Second Degree
Option Nursing Major: BIO 208/208L, BIO 308/308L, BIO 273/MLS 209, NFA 201, and STA 215*

<u>First Semester - Fall</u>					
<u>1st 8-Weeks</u>			<u>2nd 8-Weeks</u>		
NSC 232	Health Assessment & Promotion I	2	NSC 332	Health Assessment & Promotion II	1
NSC 232L	Health Assessment & Promotion I Lab	1	NSC 332L	Health Assessment & Promotion II Lab	1
NSC 262	Professional Nursing Concepts	4	NSC 380	Adult Health Nursing I	2
			NSC 380C	Adult Health Nursing I Clinical	2
<u>Entire Semester (16-Weeks)</u>					
NSC 350	Pathophysiology	3	Total Hours for Semester:		16
<u>Second Semester - Spring</u>			<u>Third Semester - Summer</u>		
NSC 330	Clinical Drug Therapy	3	NSC 390	Research for EBNP	2
NSC 386	Adult Health Nursing II	7	NSC 396	Family Health Nursing	5
NSC 386C	Adult Health Nursing II Clinical	2.5	NSC 396C	Family Health Nursing Clinical	2
NSC 392	Mental Health Nursing	3			9
NSC 392C	Mental Health Nursing Clinical	2			
		17.5	**Mid Curricular Custom HESI		
<u>Fourth Semester - Fall</u>			<u>Fifth Semester - Spring</u>		
NSC 378	Short Topics in Clinical Nursing	2	NSC 492	Complex Client Health Care	2.5
NSC 480	Health Care Leadership	3	NSC 492C	Complex Client Health Care Clinical	3
NSC 484	Adult Health Nursing III	2.5	NSC 495	Professional Role Transitions	2
NSC 484C	Adult Health Nursing III Clinical	2.5	NSC 496	Application of Nursing Theory	2
NSC 487	Population Health Nursing	2.5			9.5
NSC 487C	Population Health Nursing Clinical	2.5			
		13/15			

Nursing Credits = 65 hours

* Statistics options include STA 215, STA 270, COR 400, CRJ 400, PSY 309, QMB 200, SOC 232, HEA 350, or approved substitutions.

Nursing Credits = 65 hours

***Mid Curricular Custom HESI is completed at the end of NSC 396. Students scoring below 900 on the HESI Mid Curricular are required to enroll in NSC 378 in the 4th semester.

Initial Approval by DBGN Faculty: 11/02/01-- Revised: 09/19/08, 02/04/11, 01/13/12, 02/02/15, 08/03/17, 01/22/18, 4/17/19, 7/23/20, 8/1/24, 6/9/25.

LEGAL AND ETHICAL RESPONSIBILITIES

LEGAL AND ETHICAL RESPONSIBILITIES

Students are expected to conform to the legal and ethical standards of the nursing profession. All persons, whether registered nurses, students, aids, or laymen, are at all times legally liable for their actions. Student status does not make one exempt.

Under the Kentucky mandatory nurse practice act, students, while functioning under the direct supervision of a clinical nursing instructor, are exempt from the requirements to hold a current Kentucky nursing license to practice nursing (as defined by the State Nurse Practice Act). The student, while carrying out responsibilities in patient care, must act as a reasonably prudent person. The amount of experience and education along with past performance and academic record are some of the criteria that are considered in determining the expectations for “reasonably prudent”. Responsibility increases as the student progresses in knowledge and experience.

It is the responsibility of the student to inform the clinical instructor when the patient’s need for a treatment or task is one in which the student has not been taught or is contrary to the student’s knowledge. It is important to note that anyone who undertakes to act as a nurse has a responsibility to meet the needs of the patient. Treatments or tasks incorrectly performed and/or failure to perform treatment or tasks needed by the patient constitutes negligence. Failure to act as a reasonably prudent student is unsafe practice.

Students need to familiarize themselves with the laws of the state in which they intend to take the National Council Licensure Examination (NCLEX). In general, State Boards have the power to:

1. Deny admission to take licensure examination.
2. Require that the individual be graduated from an approved school.
3. Require reporting of misdemeanor or felony convictions.
4. Deny licensure to persons who negligently or willfully act in a manner inconsistent with the practice of nursing, or is unfit or incompetent to practice due to other causes, such as abuse of controlled substances, fraud, or deceit.

LICENSURE

Information on licensure can be obtained from the Kentucky Board of Nursing (KBN) website at www.kbn.ky.gov or by contacting the board. Potential applicants for licensure who have a history of a criminal conviction should review the information related to misdemeanor and/or felony convictions posted on the KBN website.

Current standards for initial licensure include graduation from an approved school of nursing, successful results on the National Council Licensure Examination (NCLEX), and the ability to read with comprehension, understandably speak, and write the English language. Graduation from an approved program of nursing presumes that an applicant for initial licensure demonstrates sufficient competency to deliver safe and effective care. It is recognized that

competency standards for initial entry into practice evolve as society changes. To this end, a licensing body is dependent upon the faculty of the prelicensure program of nursing to foster program outcomes reflective of current practice demands, to assure that the competency level of program graduates supports safe and effective nursing care and to reinforce the need for continued learning throughout a nursing career (www.kbn.ky.gov/education).

The SON seeks to collaborate with the Board of Nursing and other agencies involved in the examination and/or certification of nursing professionals to the fullest extent possible in the best interest of all students, the SON, and the University. There may be times, though, that, in order to provide examination and/or certification agencies (e.g., Board of Nursing) with all information and records sought, a student will be asked to complete a voluntary consent permitting SON to disclose relevant FERPA-protected information to such agencies. Students providing this consent often benefit as it can enhance the speed of remediation of any questions or concerns.

Student Employment

Kentucky has a mandatory nurse practice act. A mandatory act requires that anyone who practices nursing according to the definition of the practice in the state nurse practice act must be licensed. Exemptions to this include the practice **by students of nursing in their course of study while under the supervision and direction of a clinical nursing instructor.**

A student who may be employed by a hospital or other health care agency is not exempted in the activities they may perform and may not in any way practice nursing as defined in the state nurse practice act. The fact that coworkers or the institution may permit such action does not change the legality.

It is the responsibility of students to work only where they are under the supervision of a registered nurse. If there is any question about one's assignment, the student should seek advice from the nursing agency where they are employed. It is the responsibility of the student to refuse to perform any treatments or tasks they have not been taught to do or are contrary to their knowledge regardless if the performance of such treatments or tasks is not contrary to the nurse practice act.

In situations where one is functioning as an employee rather than a student, no part of the uniform which would identify the wearer as a student of Eastern Kentucky University may be worn.

It is important to note that the professional liability insurance required to be carried by each student covers the individual only while functioning in the role of student. It does not protect the student while functioning as an employee of a health care agency.

The School of Nursing assumes no responsibility for student's activities as an employee of an agency. Students are personally responsible and liable for any activity they participate in while employed. Students who practice illegally may jeopardize their future since persons who are convicted of a violation of the Nurse Practice Act may not be eligible to sit for NCLEX and subsequently receive licensure.

ADMISSION AND PROGRESSION INFORMATION

ADMISSION CATEGORIES

I. Admission to Traditional Clinical Nursing Sequence

- a. Students must be 18 years of age to participate in clinical placements. Pre-requisite and pre-nursing coursework may be completed prior to age 18
- b. Student is competitive for admission.
- c. Student must plan to complete pre-requisite courses by end of current semester, or by end of summer term for fall enrollment. NOTE: As the point system for competitive admission includes grades for specific pre-requisite support courses, delaying enrollment in one of those courses until summer immediately before anticipated fall admission will make the student less competitive for admission. The points will be calculated and admission decisions for the fall term will be made as soon as grades are available after the close of the spring term. For that reason, students seeking fall admission are strongly encouraged to have all those pre-requisite courses completed by the end of the spring term during which the application is submitted in order to ensure their application is as competitive as possible.
- d. Student has no deficiencies in any nursing courses (see admission and readmission information).
- e. Students must meet clinical agency placement requirements.
- f. Student has submitted a complete *Application for Admission to Clinical Nursing Sequence* form by **March 31** for fall semester admission and by **October 31** for spring semester admission.
- g. If admission is made with provision that documentation of completion of all pre-requisites be available from the registrar when grades are recorded, it is the **student's responsibility** to verify all transfer credits are received and correspondence course grades are recorded. If documentation of completion of pre-requisite courses is not available by the date stated, the student is subject to disenrollment from the nursing classes and may lose his/her space in the classes. In addition, all required documentation for clinical must be on file by the deadline.
- h. Student will be notified by letter sent to the student's ECU email address, if admitted to class.

II. Admission to the 2nd Degree Option

- a. Applicant has met all requirements for admission to this option and has been selected for admission by the School of Nursing. All support pre-requisite courses have been completed with a grade equivalent of 2.0 (C) or higher, and all required documentation, forms, and transcripts have been submitted. If the applicant is lacking supporting courses, the admission will be provisional upon completing the specified supporting courses with a grade equivalent of 2.0 (C) or higher before enrolling in the 2nd Degree Option course work. Documentation of completion of supporting courses must be available from the Registrar prior to beginning the fall semester in which the student plans to enroll in the 2nd Degree Option. If admission is granted, the applicant will be notified by letter sent to the student's ECU email address.

- b. Applicant must have met all admission requirements of Eastern Kentucky University.
- c. Applicant must have no deficiencies in nursing courses (see admission and readmission information).
- d. Applicant must have no deficiencies in supporting pre-requisite courses.
- e. All documentation for clinical must be current and on file by the due dates.
- f. Students must meet clinical agency placement requirements.

III. Admission by Exception

- a. Students who do not meet the criteria for admission in Category I above, but who have **extraordinary circumstances** they wish to have considered by the Admission/Readmission Committee, may apply in this category.
- b. Students who wish to apply through the Admission/Readmission Committee must submit the proper form, *Application for Admission – Consideration by Exception* by **March 31** for fall semester admission and by **October 31** for spring semester admission. Students who apply after those dates will be considered only if spaces are available in the class.
- c. Notification of decision letter will be sent to the student's ECU email address within 10 days following the committee meeting. Students who are denied Admission by Exception are placed back in the applicant pool and compete for admission under the same criteria as applicants in the other categories.

IV. Transfers from Other Nursing Programs

- a. Students wishing to transfer from another accredited nursing program must apply to the Admission/Readmission Committee by **October 31** for spring semester admission and **March 31** for fall semester to be considered by the committee.
- b. Transfer students must submit an ***Applicant from Another Nursing Program*** form and a ***Nursing School Director Reference*** form.
- c. Applicant must submit complete course outlines and/or syllabi for nursing courses to the School Chair for review and consideration for approval.
- d. Transcripts of all previous college work must be submitted with the forms.
- e. All material must be submitted by the above dates for the student to be considered by the committee.
- f. All documentation for clinical must be current and on file by the due dates.
- g. Students must meet clinical agency placement requirements.
- h. Notification of decision letter will be sent to the student's ECU email address within 10 days following the committee meeting.

V. Denied Admission

- a. Student is not competitive for admission.
- b. Student has failed to complete a support course and has been denied admission by exception.
- c. Student is an applicant from another program, or student has had a previous deficiency in a nursing course and has been denied admission.
- d. Student does not meet the clinical agency placement requirements.

- e. Student will be notified by letter sent to the student's ECU email address if not admitted to the class.
- f. Students who are denied admission and who wish to be considered for a future semester must make application again for that semester.

TRADITIONAL PRELICENSURE STUDENTS

Admission Requirements

All students who are accepted by ECU's Admissions Office and declare their major as baccalaureate nursing (four-year nursing) are admitted to the University as pre-baccalaureate nursing majors. However, admission to the freshman year does not guarantee admission to the pre-nursing courses. Students seeking to enter the pre-nursing courses (NSC 232, 232L, 242, and 252) in the third semester of the curriculum must meet minimum program GPA requirements of 2.5 and have School Chair approval. Spaces in these courses are limited and are reserved for students whose academic record indicates they are more likely to be eligible to be considered for and admitted to the clinical nursing courses. Therefore, not all who meet minimum eligibility requirements are guaranteed a spot in the NSC classes in the third semester of the curriculum.

Students must have completed the first three semesters of college work as outlined in the curriculum plan and have submitted a complete School of Nursing BSN application for consideration of acceptance to the clinical nursing courses in the fourth semester of the curriculum. For the prelicensure nursing program, [Pre-RN Pre-Nursing], some prerequisite courses (BIO 208, BIO 208L, BIO 308, BIO 308L, BIO 273/MLS 209, CHE 105, CHE 105L, NFA 201, NSC 232, 232L, 242, and NSC 252) must have been taken within five years prior to the time application is made for admission to the clinical nursing courses unless an exception has been approved by the School Chair. STA 215 (or equivalent) must be taken within 8 years prior to the date the degree is awarded, unless an exception has been approved by the School Chair.

All prerequisite courses must be completed with a grade of "C"/2.0 or better, have been completed within the specified time frame, and a minimum cumulative GPA of 2.5 on a 4.0 scale must be obtained.

Completion of eligibility criteria does not guarantee admission to the clinical nursing courses. Admission to the clinical courses is competitive and based on review of the applicant's academic history by the Baccalaureate Nursing Admission/Readmission Committee. **Spaces are limited and the most qualified applicants will be selected for admission.**

In addition to the academic criteria required for admission, the student must meet the standards written into the Commonwealth of Kentucky Nurse Practice Act. Specifically, the Nurse Practice Act requires that each student be of good moral and ethical character, good mental and physical health, and be academically qualified to fulfill the role and responsibilities of a person licensed to practice as a professional nurse. Applicants for nursing programs should review licensure information posted on the Kentucky Board of Nursing's website, including the information for candidates with a history of prior criminal convictions. **Students must meet all clinical agency placement requirements.**

Admission to the Traditional Clinical Sequence

All students who desire admission to the traditional pre-licensure clinical nursing sequence should submit an *Application for Admission to Clinical Nursing Sequence* form to Rowlett 223 by **March 31** for Fall admission and **October 31** for Spring admission. Spaces are limited and admission is competitive. Students who desire admission by exception, students seeking admission who have been enrolled in another nursing program, students who have withdrawn/dropped nursing courses, students who drop out of the nursing program for one or more semesters and/or students who have had a deficiency in any previous nursing course, must apply for admission through the Admission/Readmission Committee and be recommended for admission by that committee.

If admission is made with the provision that documentation of completion of pre-requisite courses must be available from the Registrar when grades are recorded at the end of the current semester (or end of the summer term for fall enrollment); and the documentation is not received, the student is subject to disenrollment from the nursing classes and loss of his/her spaces in the classes. (See Undergraduate Admissions Categories).

If a student is not admitted and desires to be considered for admission to a subsequent semester, a new application form and updated, required clinical documentation (please refer to the Section “Required Documentation for Clinical/Clinical Agency Placement Requirements” for specific information) must be completed and returned. All students whose applications must be considered by the Baccalaureate Admission/Readmission Committee (transfer nursing students, students desiring consideration by exception, students seeking admission who have previous deficiencies in nursing courses, and students seeking readmission) must submit all required materials by the specified date given on the forms and in the policy. Mailed applications should be sent certified mail to ensure the applications are received by the School of Nursing.

Students who are seeking admission to the Baccalaureate Nursing Program must submit copies of all required documentation (please refer to the Section “Required Documentation for Clinical/Clinical Agency Placement Requirements” for specific information) along with their application to Rowlett 223 by March 31 when making application for fall term and by October 31 when making application for spring semester. **Any exception must be approved by the School Chair. This documentation must be kept up to date each semester of enrollment in the clinical courses and cannot lapse at any time during a semester. An application for admission is considered incomplete unless all required documentation has been submitted. Incomplete applications are not reviewed for admission. In addition, students must meet clinical agency placement requirements.**

Additionally, all students entering the clinical nursing sequence must register for Professional Liability Insurance and re-register each August thereafter while enrolled in NSC courses. (See Required Documentation for Clinical section of this handbook).

For progression, students must earn a grade of “C”/2.0 or better in all nursing and supporting courses. Students who fail to meet the requirements for progression must apply for readmission through the Baccalaureate Admission/Readmission Committee. Readmission to a

nursing course is not guaranteed to any student. Please refer to the readmission section of this handbook for specific information on readmission procedures. The program reserves the right to alter the suggested plan as necessary to enhance a quality educational program.

Students should also refer to the Academic Standards section of this handbook under Academic Information.

**EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING
Traditional Undergraduate Admission Scale**

STUDENT NAME: _____ ECU ID # _____

CURRENT GPA	POINTS POSSIBLE	POINTS EARNED (3.50 GPA = 3.5 POINTS)
	4 points	

*SUPPORT COURSES (Biological/Natural Sciences)	POINTS POSSIBLE WITH GRADE OF: A = +2 B = +1 C = 0 D or F = -2	POINTS EARNED FOR EACH COURSE AND REPEAT OF THE COURSE. (All deficiencies and first passing grade will be counted.) * BIO 208 & 208L, BIO 308 & 308L, BIO 273 or MLS 209, CHE 105 & 105L, NFA 201 must have a course grade recorded on Degree Works to receive points on the BSN Admission Rubric
BIO 208/208L A&P I	2 points	
BIO 273/MLS 209	2 points	
BIO 308/308L A&P II	2 points	
CHE 105/105L	2 points	
NFA 201	2 points	

BEGINNING NSC COURSES	POINTS POSSIBLE WITH GRADE OF: A = +2 B = +1 C = 0 D OR F = -4	POINTS EARNED FOR EACH COURSE AND REPEAT OF THE COURSE. (All deficiencies and first passing grade will be counted.)
NSC 232	2 points	
NSC 242	2 points	
NSC 252	2 points	

DATE: _____ TOTAL POINTS EARNED FOR ADMISSION: _____

***NOTE: Grades for courses taken before student transferred or changed major that would be approved as support courses are included in point scale as deficient and/or as first passing grade.**

Calculation of Points

1. Admission is competitive and will be based on the calculation of points for those students eligible to be considered for admission. For students to be eligible to be considered for admission to the clinical nursing courses, they must meet the minimum requirements, which include: completion of the first three semesters of college work as outlined in the curriculum plan, have submitted a complete School of Nursing application, all prerequisite courses must be completed with a grade of "C"/2.0 or better, and a minimum cumulative GPA of 2.5 on a 4.0 scale must be obtained. Completion of eligibility criteria does not guarantee admission to the clinical nursing courses. Spaces are limited and the most qualified applicants will be selected for admission.

2. All coursework listed on the Traditional Undergraduate Admission Scale must be **no greater than five years old when application is made by the pre-nursing baccalaureate student for admission to the nursing clinical sequence/baccalaureate nursing major**. Coursework greater than five years old must be repeated for currency unless an exception is approved by the School Chair. A student who wishes to request an exception should, after consulting with the advisor, submit a request in writing to the School Chair with rationale for the exception. If approved, the School Chair will document in the student's file with a copy to the student and advisor.

3. The GPA used is the most current cumulative GPA recorded at the end of the semester in which application is made. If the applicant has a prior Bachelor's degree in another field, the GPA used will be a calculated cumulative GPA of **all** previous coursework including the prior degree.

4. When **application is made for spring term**, the GPA and course grades available after the close of the fall term when grades are available will be used. When **application is made for fall term**, the GPA and course grades available after the close of the spring term when grades are available will be used; **courses completed in the summer term after the close of the spring term will not be included in the point calculation**. The student electing to complete a course in the summer term may compete for admission but will be doing so based on the point calculation at the end of the spring term. If a student is competitive for admission, the admission will be contingent upon documentation being available at the close of the summer term that the course was completed with a grade of "C"/2.0 or greater.

4. Students who hold a Bachelor's degree in another field and who apply for the traditional option will be held to the same competitive point scale for admission as the other applicants.

5. In the event a course has been repeated, the calculations will be made as follows:

- a. **every grade attempt** which resulted in a **deficiency** (grade of D or F or equivalent) will be included in the calculations, unless those grades are shown as officially bankrupted on the transcript.
- b. grade attempts which resulted in a passing grade (C, B, or A) will include only the **first attempt which resulted in a passing grade** in the calculation.

An exception will be made if the student had coursework greater than five years old and was required to repeat the coursework for currency. Grades greater than 5 years old will not be included in the calculations. In that instance, every new grade attempt (within the last five years) which resulted in a deficiency will be included in the calculations, and only the first attempt which resulted in a passing grade within the past five years will be included in the calculation. If the student is granted an exception for coursework greater than five years old, all grade attempts on the older coursework will be calculated as described in a and b above.

SECOND DEGREE OPTION

Admission

To be admitted to Eastern Kentucky University, the ECU application form, required fee, and all official transcripts from institution(s) attended must be submitted to the ECU Office of Admissions. Students with a non-nursing bachelor's degree who apply for admission are admitted as pre-nursing second bachelor's degree majors. Admission as a pre-nursing second bachelor's degree student does not guarantee admission to the BSN Second Degree Option major. International students must have an evaluation completed by JSILNY, WES, or ECE and submitted with the application to document degree completion (contact the ECU Office of Admissions for more details). International students must also submit official TOEFL scores with the School application materials. Admission to the University does **NOT** guarantee admission to the Second Degree Option.

Classes are admitted each fall semester. To apply for fall admission to the Second Degree Option, a separate School of Nursing application must be submitted to the Office of The School of Nursing no later than **March 1**. The minimal requirements for admission to this option include evidence of completion of a Bachelor's degree in a non-nursing discipline from an accredited college or university with a minimum GPA of 2.5, **submission of transcripts from all colleges or universities attended** (these are separate from the transcripts which must be submitted to the ECU Office of Admissions), JSILNY, WES, or ECE evaluation and TOEFL scores (if required), submission of an essay which includes statement of personal and professional career goals, a resume, and three professional letters of reference. Admission is competitive and based on a review of all required materials and the entire academic history, including a review of the essay/statement of personal and professional career goals, grades on science pre-requisite courses, GPA, the resume, and the three professional letters of reference.

For the prelicensure Nursing (B.S.N.) Second Degree Option, the courses in BIO 208, BIO 208L, BIO 308, BIO 308L, BIO 273/MLS 209, and NFA 201 must have been taken within five years prior to the time application is made for admission to the option, unless an exception has been approved by the School Chair.

All admissions are made with the provision that documentation of completion of pre-requisite courses must be available from the Registrar when grades are recorded at the end of the current semester before enrollment in the option (end of the summer term for fall enrollment). Otherwise, the student may lose his/her place in the class. **As review of science pre-requisite grades is part of the competitive admissions process, applicants are strongly encouraged to have science pre-requisite courses completed when the application is submitted. Course work in support courses that is greater than five years old must be approved by the School Chair or repeated for currency.**

Completion of eligibility criteria does not guarantee admission to the clinical nursing courses. Admission to the clinical courses is competitive and based on review of the applicant's academic history by the Baccalaureate Nursing Admission/Readmission Committee. **Spaces are limited and the most qualified applicants will be selected for admission.**

Additionally, all students entering the clinical nursing sequence must register for Professional Liability Insurance and re-register each August thereafter while enrolled in NSC courses. (See Required Documentation for Clinical section of this handbook).

For progression, students must earn a grade of “C”/2.0 or better in all nursing and supporting courses. Students who fail to meet the requirements for progression must apply for readmission through the Baccalaureate Admission/Readmission Committee. Readmission to a nursing course is not guaranteed to any student. Please refer to the readmission section of this handbook for specific information on readmission procedures. The program reserves the right to alter the suggested plan as necessary to enhance a quality educational program.

Students should also refer to the Academic Standards section of this handbook under Academic Information.

If an applicant to the Second Degree Option has been enrolled in another nursing program, the applicant must submit transcripts from the program, the ***Applicant From Another Nursing Program Form***, and the ***Nursing School Director Reference Form***. If the applicant has had a deficiency in a previous nursing course(s), application must be made through the Admission/Readmission Committee and the applicant must compete with other applicants applying for readmission to the program (please refer to that section of the policy for more specific information).

In addition to the academic criteria required for admission, the student must meet the standards written into the State of Kentucky Nurse Practice Act (KNPA), which requires each student be of good moral and ethical character, good mental and physical health and be academically qualified to fulfill the role and responsibilities of a person licensed to practice as a professional nurse. Applicants for nursing programs should review licensure information posted on the Kentucky Board of Nurse’s website, including information for candidates with a history of prior criminal conviction. **In addition, students must meet clinical agency placement requirements.**

Students who are admitted must submit copies of all required documentation (Please see the *Required Documentation for Clinical* section of this handbook) to Rowlett 223 no later than **August 1** if the student is to enroll in the Second Degree Option course work in the following fall term. A student who does not have the required documentation on file by **August 1** will lose his/her place in the class unless an extension is approved for extenuating circumstances. A student **may not** begin the nursing program without having all documentation on file. **Any exception must be approved by the School Chair.** This documentation must be kept up to date each semester of enrollment in clinical nursing courses.

Making Application to Both Traditional and Second Degree Options

Students who have a bachelor’s degree in another field may apply to either the second degree or traditional option. The two programs have different admission criteria. **Please note that a separate application is required for the traditional option and must be submitted by March 31 for fall admission or October 31 for spring admission.**

Progression in the Second Degree Option

To be eligible for progression, students must achieve a grade equivalent of 2.0 (C) or higher in all nursing and supporting courses. Students who are unsuccessful in a nursing course must apply for readmission through the Admission/Readmission Committee. **If a student enrolled in the Second Degree Option is unsuccessful in a nursing course and applies for readmission, the student will be considered for the Traditional Option only.** Please refer to that section of the policy for more specific information on progression and readmission.

2nd Degree Undergraduate Admission Scale

Student Name: _____ Evaluator: _____

Current GPA

(3.5 GPA = 3.5 points)

Total Possible	Applicant's Score
4.0	

Support Courses

(All deficiencies and first passing grade within the past 5 years will be counted.)

Anatomy & Physiology I (BIO 208/208L)

Anatomy & Physiology II (BIO 308/308L)

Microbiology (BIO 273/MLS 209)

Nutrition (NFA 201)

** BIO 208 & 208L, BIO 308 & 308L, BIO 273 or MLS 209, & NFA 201 must have a course grade recorded on Degree Works to receive points on the BSN Admission Rubric

Total Possible	Applicant's Score
A = +2 B = +1 C = 0 D or F = -2	Grade / Points
2.0	/
2.0	/
2.0	/
2.0	/

Essay/Goal Statement

Criteria:

-Organization/Grammar

-Goals/Service

-Consistent Values

(Rubric found on back of page)

Total Possible	Applicant's Score
Score Points 12 to 15 3 9 to 11 2 4 to 8 1 0 to 3 0	Rubric Score / Points
3.0	/

References

Criteria:

-Appropriate person

-Likelihood of success

Reference #1 _____

Reference #2 _____

Reference #3 _____

Total Possible	Applicant's Score
Superior/Good 0.5 Average 0 Poor -0.5	
0.5	
0.5	
0.5	

Previous Nursing Program Failures

In last 5 years

Greater than 5 years

Total Possible	Applicant's Score
D or F = -4	
D or F = -2	

Total Points (16.5 points total)

Evaluator: Highly Recommend ☐ Recommend ☐ Recommend for Pre-Nursing ☐ Do Not Recommend ☐

Committee Decision:

Admit ☐ Deny ☐

Comments: Stats _____ Chem (Y/N) _____

**EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING**

2nd Degree Undergraduate Admission Essay Grading Rubric

Organization/Writing Style and Grammar	Ideas well organized and logically presented; Without grammatical errors 4 - 5	Ideas presented, but does not logically flow; Minor grammatical errors 2 - 3	Poorly organized, ideas not well developed; Consistent grammatical errors 0 - 1
Goals and Community Service	Strong evidence of goal direction and involvement in community 4 - 5	Some evidence of goal direction with limited involvement in community 2 - 3	Poor evidence of goal direction and no involvement in community 0 - 1
Consistent Values (articulates: caring humanistic view, commitment to nursing profession, honesty and trustworthiness)	Good match between goals and program 4 - 5	Adequate match between goals and program 2 - 3	Little match between goals and program 0 - 1

Total Points/Score _____

Revised April 2019

CONSIDERATION BY EXCEPTION

Students who desire consideration of their **extraordinary circumstance** should submit an *Application for Admission – Consideration by Exception* to the School Chair by **October 31** for Spring enrollment and by **March 31** for Fall enrollment. The Admission/Readmission Committee will recommend approval or disapproval of the “Consideration by Exception” to the School Chair.

TRANSFERS FROM OTHER NURSING PROGRAMS

Transfer students must apply for admission to the University and declare Baccalaureate Nursing as their major. In addition to the official transcripts which are sent to EKU’s Admissions Office, **transfer students must also submit copies of all transcripts to the School Chair for review.** These transcripts will be considered part of the application process and are necessary to determine admission and placement.

Students wishing to transfer nursing courses from another accredited nursing program must have a minimum grade equivalent of a 2.0 (C) or the program’s passing grade in any nursing or support course to be transferred. In addition, the applicant must submit complete course outlines and/or syllabi for nursing courses to the School Chair for review and consideration for approval. This material should be submitted well in advance of expected matriculation in order to provide time for necessary evaluation.

Transfer students who have been enrolled in nursing courses in another nursing program must also submit an ***Applicant from Another Nursing Program*** form and a ***Nursing School Director Reference*** form from all accredited nursing programs in which the student was previously enrolled. All students who wish to transfer and have had previous enrollment in nursing courses at another accredited nursing program must apply through the Admission/Readmission Committee.

If a student who wishes to transfer has had a deficiency in nursing course(s) taken at the other accredited nursing program, the student must apply through the Admission/Readmission Committee as well. A deficiency is defined as (a) a theory grade less than the passing grade, (b) an unsatisfactory grade in clinical, or (c) withdrawal from a course in which the student was deficient in classroom or clinical performance at the time of withdrawal. To be considered by the Admission/Readmission Committee, the student who has been enrolled in another accredited nursing program must submit: 1) *Application for Admission to Clinical Nursing Sequence* form, 2) *Applicant from Another Nursing Program* form, 3) *Nursing School Director Reference* form from the previous nursing school director(s), and 4) transcripts from all previous academic work.

Students who have previous academic course work and declare pre-baccalaureate nursing as their major should note that some support courses/prerequisite courses must have been completed within a specific time frame unless an exception is granted by the School Chair.

READMISSION

Students with **deficiencies in EKU's baccalaureate nursing courses** (NSC) who wish to be considered for readmission to those courses must make application for readmission no later than 12:00 noon the first Friday following finals for fall or spring readmission. As the date for the committee to meet for spring readmission consideration may fluctuate due to the length of time between the fall and spring term, students should submit the application for readmission as early as possible to ensure the application will be received before the committee meets. The date for the committee meeting will be posted and can also be obtained from the office staff. Students who submit an application after the committee meets will be deferred until the following semester for consideration.

Upon recommendation of the committee, a student with a deficiency may be readmitted on a **space available basis**. If spaces are not available that semester, the student will **NOT** be guaranteed space in the following semester, but will need to reapply.

Notification of decision letter will be sent to the student's EKU email address within ten days following the committee meeting.

Policies Regarding Progression and Readmission

Admission/readmission is not guaranteed to any student for any nursing course. The following are criteria for progression and readmission:

1. The student is eligible to continue with Eastern Kentucky University.
2. The student demonstrates the ability to complete the curriculum within eight (8) years from the date of entry as a freshman to the University. For students entering later in the curriculum (transfer students, readmitted students or change of major students), curriculum must be completed in twice the number of semesters which the student has to complete the nursing program. For example, if the student entered in the second semester of the sophomore year, the student must complete the program within five (5) years. Second degree students are considered transfer students for the purpose of time limit on completion.
3. The student maintains a minimum GPA of 2.5.
4. The student has not earned less than a "C" or "satisfactory" in two NSC courses.
5. The student has had no absence from the program in excess of one year (two semesters) from the date of departure until the semester for which re-application is made.
6. The student demonstrates the ability to satisfactorily complete the clinical component.
7. There is space in the course to which the student is requesting entrance. Students who are denied readmission due to lack of space available will not be guaranteed space in the following semester, but will need to reapply.
8. The student's academic integrity record may be considered in admission/readmission decisions.
9. The student is eligible for clinical agency placement.

Who Must Apply for Readmission

1. Students who withdraw from/drop a nursing course.
2. Students with a final grade below 75% (C) in any nursing course.
3. Students who receive a final grade of unsatisfactory in any clinical nursing course.
4. Students who drop out of the nursing program for one or more semesters.

How to Apply for Readmission

Submit a completed online *Application for Readmission* form at

https://success.eku.edu/register/nursing_readmission_info no later than 12:00 noon the first Friday following finals for fall or spring readmission.

When to Apply for Readmission

Students seeking readmission to any NSC course must complete the online Application for Readmission at https://success.eku.edu/register/nursing_readmission_info . **The online Application for Readmission and any supporting documents must be submitted no later than 12 noon on the first Friday following finals each semester.** Only complete applications will be considered.

The dates for the readmission applications are set for a later time in the academic year to allow students to receive final grades for the semester. However, students are encouraged to submit the completed application documents as early as possible. Only complete applications will be considered. Please refer also to Undergraduate Admission Categories.

When the Committee Will Meet

Meeting time will be posted in the Rowlett Building and information will be available through the School of Nursing administrative assistant.

How A Decision Is Made

1. The committee will consider multiple factors and performance in previous courses. Recommendations will be based upon:
 - Complete record of academic performance, including grade point average and performance in the course for which readmission is sought.
 - The number of times the student has repeated other courses.
 - The nature of any documented deficiencies (academic, clinical, moral, ethical) and whether they lend themselves to further successful progression in Baccalaureate Nursing.
 - Evidence that the student has sought or will seek ways to correct deficient areas.

When Decisions Will Be Known

1. Students will be notified by letter sent to the student's EKU email address within (10) days following the meeting. Letter will be emailed to the student's official EKU student email address.
2. The student's advisor and appropriate course faculty will receive a copy of the committee's recommendation.

Student Response to Committee Decisions

1. All students who are recommended for admission/readmission need to see their advisors regarding any necessary schedule changes.
2. Readmitted students should contact the course faculty for classroom and clinical placement information.
3. Students not admitted/readmitted should consult their advisors regarding their schedules.
4. An appeal of the committee's decision can be made **in writing** in the following sequence:
 - a. First to the Baccalaureate Nursing Admission/Readmission Committee.
 - b. The student may appear before the committee for this appeal. Only the Readmission Committee members and the student may be present during the appeal meeting.
 - c. Chairperson, School of Nursing
 - d. Dean/Associate Dean College of Health Sciences
 - e. Admission/Progression Committee, College of Health Sciences

Students Granted Readmission

The student may be admitted/readmitted to the nursing program on a probationary status. A student on probation must maintain satisfactory classroom and clinical performance. If academic or clinical difficulty arises during the probationary period, the student will be denied readmission. Probationary status will be lifted after one semester provided the student meets the following conditions: (1) 75% (C) in all nursing courses with a minimum cumulative G.P.A. of 2.5, (2) successful completion of the clinical component, (3) successful completion of content in which the student was previously deficient.

Students who are granted readmission will complete an individualized Student Success Plan (page 91) and schedule a meeting with the course faculty within two weeks of the beginning of the semester. Students are required to schedule and attend a minimum of three meetings with course faculty during the semester, with at least one scheduled meeting prior to midterm. Students are responsible for bringing the completed Student Success Plan to each meeting with course faculty.

Readmitted students may not use work from previous semesters.

CLINICAL INFORMATION

REQUIRED DOCUMENTATION FOR CLINICAL Pre-licensure Students (Traditional & Second Degree BSN)

All students must submit evidence of compliance with immunization requirements, screenings, CPR training, background check, drug screening, and health insurance certificate/letter of coverage with application for admission to the clinical nursing sequence (see Admission and Progression policies for pre-licensure and registered nurse students).

All required clinical documentation must remain current to receive overrides for the next semester's clinical courses.

- **Fall Semester:** All required documentation must remain compliant through **September 1**.
- **Spring Semester:** All required documentation must remain compliant through **February 1**.

All required records must remain current and may not expire at any time during a semester in which a student is enrolled in a clinical nursing course. Students are responsible for submitting renewal documentation **before the current requirement expires and should allow sufficient time for documentation to be reviewed and approved**. The review and approval process may take up to 14 days. Students should plan accordingly and submit updated documentation well in advance of the expiration date to prevent a lapse in compliance.

Failure to maintain compliance throughout the semester will result in the student being unable to attend clinical experiences until all requirements have been updated, reviewed, and approved. Clinical absences resulting from failure to maintain required compliance are considered unexcused absences. Unexcused clinical absences may prevent successful course completion and program progression, requiring the student to apply for readmission in accordance with School of Nursing policies.

All students must also submit evidence of professional liability insurance, purchased through ECU, while enrolled in clinical nursing courses. Clinical documents verifying compliance with immunizations, tuberculosis screening, CPR, medical insurance coverage, urine drug screening, background check and other requirements must be submitted to Complio before admission to clinical. It is the **student's responsibility** to provide updates as indicated. The following is a list of specific requirements:

Immunizations & Tuberculosis Screening

1. Tuberculosis Screening
 - a. An initial two-step TB skin test, or TB blood test, is required before beginning the clinical nursing sequence.
 - i. In a two-step procedure, a person is given a baseline PPD test. If the test is negative, a second test is administered one to three weeks later. If the second test is negative, the person is considered uninfected. A positive test indicates the need for further screening. **The students must specify they are requesting the two-step PPD when they initiate the testing procedure.**

- ii. TB blood tests are acceptable and will satisfy the two-step TB screening requirement. Acceptable blood tests are QuantiFERON-TB Gold or T-SPOT TB test.
 - b. Students who have completed the initial two-step screening or initial TB blood test, must submit documentation of an annual negative one-step PPD skin test.
 - c. If the PPD skin test is positive, or if a PPD is contraindicated, further evaluation is necessary.
 - d. PPD skin test documentation must include lot # and vial expiration date.
- 2. MMR-Measles, Mumps, Rubella and Rubeola Immunity:
Documentation of protective rubeola, rubella, and mumps titers (if one titer is negative you should receive a booster and recheck your titer) or documentation of two doses of vaccine 28 days apart after the first birthday. The two doses of vaccine can be given four weeks apart.
- 3. Hepatitis B vaccination:
Documentation of protective hepatitis B titer (if titer is negative 2 doses of the Heplisav vaccination will be required), documentation of 3 doses of the hepatitis B vaccine or documentation of 2 doses of the Heplisav-B vaccine.
 - a. If the hepatitis B 3-dose series is needed, documentation of first two doses must be submitted with BSN application. Documentation of third dose must be submitted six months after second dose is administered.
 - b. During your 3-dose series you will have one month of temporary compliance after your first dose, and then five months after your second dose.
- 4. Varicella (chicken pox) vaccination:
Documentation of protective varicella zoster virus titer or documentation of 2 doses of the vaccine.
 - a. If a student had chick pox in the past, they must submit documentation of immune titer or 2 doses of varicella vaccine.
 - b. If a student has a negative titer, they must submit documentation of 2 doses of the varicella vaccine.
 - c. During your series you will have 1 month of temporary compliance after the first of your two doses.
- 5. Pertussis booster vaccine: (Tdap-Adacil, which has the pertussis component)
This vaccine is for adolescents and adults and is different from the vaccine given to infants and young children. Td, dT, or DtaP are not acceptable forms of the Tdap vaccine.
 - a. Vaccine must be received within the past 10 years.
 - b. If the vaccine was received more than 10 years ago, documentation of expired Tdap vaccine and an updated Td booster must be submitted.

6. Influenza vaccine:
The vaccine must be obtained annually for each upcoming “flu season” and documentation submitted.
 - a. Influenza vaccination documentation must be submitted **annually by October 31**.
 - b. Students who do not receive this vaccination (for medical or religious reasons) must submit a medical or religious deferment annually by October 31.
 - c. All students who do not receive the influenza vaccine are required to wear a mask in the clinical setting.
7. COVID vaccine:
 - a. The COVID vaccine is NOT required, however students must report vaccination status to clinical agencies for tracking purposes. If the student received the COVID vaccination, documentation must be uploaded to Complio for tracking purposes **Documentation must include vaccine manufacturer, lot number, and date vaccination was received. If two dose vaccine, must include both dates vaccines were received.**
 - b. **If the student did not receive the COVID-19 vaccine, a Word document stating that the vaccine was not received must be uploaded to Complio.**

Student Health Services will administer certain vaccines and draw specific lab titers for students. Not all required vaccines or titers can be obtained through Student Health Services. Student Health Services does not perform any cash transactions, nor do they bill insurance. See the Student Health Services website for additional information:

<https://healthservices.eku.edu/general-information>

Cardiopulmonary Resuscitation (CPR)

Clinical sites require students to have completed **American Heart Association, Basic Life Support training** prior to attending clinical in their facility. All students are required to have evidence of current satisfactory completion of CPR training during ALL clinical rotations. The CPR certification must remain current throughout the entire semester of the clinical course and cannot lapse at any time during the semester.

Students may contact the American Heart Association regional office in Lexington, (859) 278-1632, for class information.

Check bulletin boards located throughout the Rowlett building. CPR instructors will post information and phone numbers.

INSURANCE

Personal Illness

The cost of treating illnesses or injuries incurred in clinical situations is not covered by the clinical agency or University. Students are **required** to carry personal health insurance to cover such situations. Submit Letter of Coverage containing student’s name, group number, effective date, and current date from insurance provider with your *Application to the Clinical Sequence Nursing Program* and by August 1st annually.

Professional Liability Insurance

All students participating in clinical learning experiences must purchase professional liability insurance through the University and maintain it while enrolled in all clinical nursing courses. The University has arranged for appropriate liability insurance coverage at a modest cost to the student. Students will not be allowed to attend clinical experiences unless they have obtained this liability insurance coverage through Eastern Kentucky University. The time period for coverage is August 1 through July 31 of the following year; no prorating for partial coverage is possible. The liability insurance covers only clinical experiences which are part of scheduled classes. The liability insurance will no longer be in effect if the student withdraws from school or graduates.

COMPLIO

Eastern Kentucky University School of Nursing utilizes Complio as a system to maintain clinical documents, process background checks, and assist in the urine drug screening process. It is the student's responsibility to upload clinical documents into Complio prior to the application deadline. Students must use their official EKU name for Complio accounts and clinical documentation. These documents are shared each semester with the clinical facilities. Information about submitting clinical documents, processing a background check, and completing a urine drug screening are as follows:

Background Check

Eastern Kentucky University requires background checks for all students entering programs in the College of Health Sciences. This is to ensure a safe clinical environment for both students and the public and to meet the contractual requirements of clinical facilities.

Eastern Kentucky University School of Nursing works with Complio to ensure an acceptable screening procedure. Students who fail to submit a background check through Complio cannot complete or maintain enrollment in any School of Nursing program. A background check must be performed through Complio prior to initial enrollment in the clinical sequence of the nursing program.

Upon completion you will receive notification that your background screen is complete and a copy of your report will be available to the School of Nursing.

Students who have lived outside the United States must disclose previous residency and submit an international background check in addition to the standard background check. There is an additional fee associated with the international background check.

It is important that you submit information in a timely fashion so the information will be available for the program to review by the deadlines published. If you have any questions on the background screening process, please contact Complio Application Success Team at 800-200-0853.

Urine Drug Screening

Urine drug screening is required for all students to meet contractual requirements of clinical facilities and consists of a 9-panel standard urinalysis panel (marijuana, cocaine, PCP, amphetamines, opiate metabolites, barbiturates, benzodiazepines, methadone, and propoxyphene) plus MDMA (ecstasy), oxycodone, and hydrocodone. **Students must obtain a urine drug screen prior to initial enrollment in the clinical sequence of the nursing program.** Random drug screenings or audits could also be required while enrolled in the program. ECU contracts with Complio to ensure an acceptable screening procedure. Students who fail to submit a urine drug screen through Complio cannot complete or maintain enrollment in any School of Nursing program. **Dilute negative results will not be accepted. Students with dilute negative results must contact Complio to obtain another screening.** If the drug test contains a positive result, the student will be contacted by a Medical Review Officer (MRO) affiliated with Complio for consultation and/or for additional information to substantiate the positive result. Students with unsubstantiated, positive screening results will be ineligible to participate in clinical experiences and therefore, cannot be successful in the course or progress in the program. Instructions are on the following flyer.

To be considered current and in compliance, all records MUST be approved by both Complio and the School of Nursing and must not lapse at any time during the semester in which the student is enrolled in clinical course(s). It is the student's responsibility to ensure currency and validity of required documentation.

BSN DRESS CODE

American Scrub Company is the only designated company in which to purchase the approved uniforms for the School of Nursing for all clinical courses. The uniform policy will be strictly enforced by faculty. If students come to clinical in attire that does not meet the uniform policy, they will be given an unsatisfactory for that clinical day and will be sent home. There are no exceptions.

The order deadline will be determined at a scheduled fitting date and strictly enforced. Since all uniforms are ordered through American Scrub Company, there is an extended processing time. All orders placed after the assigned deadline will be considered late. All 'late' orders, orders with credit card issues, etc., are not guaranteed for on time deliveries.

American Scrub Company is located at 150 Dogpatch Trading Center, London, KY; (606) 878-2611. Uniform prices vary slightly based on the style and size ordered.

PROFESSIONAL APPEARANCE EXPECTATIONS

It is expected that students, as potential members of the health profession, will uphold standards of professional appearance at all times. Professional appearance expectations apply to **all** clinical experiences and settings. Professional appearance includes the following:

1. **Hair** off the shoulders, out of the face, simple in style, and without ornamentation/decoration. Hair must be pulled back off the face and must not fall in the face when moving or leaning forward. No unnatural hair color permitted in the clinical setting.
2. **Fingernails** must be natural (no artificial nails or "tips"), short, and without polish or other decoration.
3. **Cosmetic use** must be moderate (light day make-up is acceptable).
4. **Clothing** must be clean and wrinkle free. Skirts may be worn as part of the clinical uniform. Skirts must be mid-calf or ankle length. Legs are required to be fully covered by leggings, hose, or tall socks. Leg coverings must be white or black.
5. **Shoes** must be clean, white or black leather, no mesh or cloth materials. Shoes must have closed toes and heels.
6. A long or short sleeved **white** or black crew neck T-shirt or turtleneck may be worn under your scrub top. No other colors permitted.
7. **Scents or colognes** can cause allergic reactions or nausea in some clients and should not be used during client care experiences. Please note that a strong odor of tobacco is also a scent and can cause the same problems as stated above.
8. **Jewelry** is limited to one set of small plain post type of earrings (non-dangling) in the earlobes and one ring. One ring is permitted in most clinical sites, and the ring must be free of sharp or protruding settings. No other jewelry is permitted, pierced or otherwise, in or on any visible areas of the body.
9. **Nametags** indicating the individual is an ECU Baccalaureate Nursing Student must be worn at all times. Additional student identification may be required by the clinical

agency. Name badges are provided by the School of Nursing. Replacement badges must be ordered and paid for through <https://commerce.cashnet.com/NRSBADGE>

Any facility issued badges are required to be worn in addition to the ECU Baccalaureate Nursing Student name badge. Facility issued badges must be returned to the clinical faculty at the end of the clinical rotation, or upon withdrawal from the course. If the badge is not returned, the student is responsible for the replacement cost of each badge issued. Failure to comply with this requirement will result in the student's inability to attend clinical in subsequent courses. Each clinical absence due to failure to return the assigned badge is considered unsatisfactory and may result in a clinical unsatisfactory.

Additional restrictions or requirements may be placed by the individual clinical agencies/settings and by the clinical faculty. An example of additional clinical agency restrictions is the one stating "no visible tattoos". If a student has a tattoo and it is on an area of the body that may be reasonably covered, then covering the tattoo would permit clinical placement. However, some tattoos on areas such as fingers, hands, wrists, head, face, etc. that could not be covered could make a student ineligible for clinical placement due to the agency's restrictions. Students who have questions regarding the dress code or clinical agency placement requirements should talk with the Chair of the School of Nursing.

In all cases, **the decision regarding appropriateness of apparel and appearances rests with the clinical faculty**. If a student is determined by clinical faculty to be out of compliance with the dress code, the student will not be permitted to participate in clinical experiences that day and will receive an "Unsatisfactory" for the day.

In the clinical or lab setting, students must have the physical, mental, & emotional ability to meet the course objectives and perform the essential elements of the registered nurse job description. For personal and client safety, a student must inform the clinical instructor of any condition or situation which could affect his/her ability to take on a regular client assignment in the clinical setting and to safely, competently, and effectively carry out the cognitive and physical requirements for care of the assigned client(s).

To protect the safety of both clients and students, students with fevers or who have contagious conditions, or students with slings, casts, crutches, orthopedic boots, walkers, wheelchairs or other temporary devices will not be permitted in the clinical practice area. Students should consult with instructors and the School of Nursing Chair to determine appropriate alternative learning experiences and/or whether the student will be able to meet clinical objectives.

Transportation

Students are expected to provide their own transportation. Carpooling is recommended.

Items Needed for Clinical (also referenced in Expense section)

1. Uniform
2. White or black leather shoes
3. Name badge (provided by School of Nursing)
4. Analog wristwatch (with second hand)
5. Bandage scissors
6. Stethoscope
7. Pen Light

ACADEMIC INFORMATION

MAJORS AND MINORS

Students pursuing a baccalaureate degree in nursing shall be permitted to declare a minor or a second major outside of the baccalaureate nursing program. Any student who chooses to pursue a minor or a second major must have as their primary advisor a faculty member of the School of Nursing. Realistically, a minor or a second major will only be feasible for those students extending their baccalaureate education beyond the traditional four years. **Please note that students must complete all degree requirements in the semester in which they complete NSC 492/NSC 492C in order to meet the intensive clinical experience requirements set by the Kentucky Board of Nursing.**

ACADEMIC ADVISEMENT AND REGISTRATION

EKU supports the need for members of the University community to refer to themselves by a name other than their legal name. As long as the use of this name is not intended for the purposes of avoiding legal obligations or misrepresentation, the University acknowledges that a preferred first and/or middle name may be used where possible in the course of University business. EKU and the School of Nursing will use a student's preferred name wherever a legal name is not required on campus including on internal documents, communications, systems, and web portals. Legal names are required for all clinical documentation.

Each student is assigned an advisor who will work with the student in planning for the orderly transition through the program. Advisees will meet with their advisors at least one time per semester to review and plan for the upcoming semester. Additional meetings may be held if deemed necessary by advisee, advisor or both.

Students need to make an appointment to meet with their advisor during the advising period. Advisors will post or email hours when they will be available for student advisement. Since nursing faculty members are required to be away from campus supervising students in the clinical laboratory, advisees must contact their advisors several weeks in advance of registration. **Only the student's advisor has access to the registration access code (RAC number).** Registration is done online. Advisors are not available on weekends, during holiday breaks, when the University is closed, or during the summer break. Students should schedule appointments with advisors during the university scheduled advising period.

Students who receive a final grade below 75% in any nursing course, below (C) in a support course, a final grade of unsatisfactory in any clinical nursing course, or who interrupt their program after admission to the major for any reason must apply for readmission to the nursing sequence. Once interrupted in the nursing sequence, there is no guarantee that a student will be readmitted to the major.

Students are responsible for their own education. Each student is given a curriculum plan which clearly outlines the requirements of the program, semester by semester. Additional pertinent information is provided in the **Student Handbook**. It is the responsibility of the student to know and to follow the requirements, policies and procedures contained in this **Handbook**. As new

policies and procedures are adopted by faculty, students will be provided this information in writing.

ACADEMIC STANDARDS

- A. A student may be asked to leave the nursing sequence regardless of academic grade if any of the following conditions exist:
 - 1. Demonstrated lack of aptitude for nursing.
 - 2. Failure to exhibit behaviors of:
 - a. Integrity
 - b. Dependability and accountability
 - c. Concern for human and societal needs
 - 3. Clinical nursing performance that jeopardizes safety of patient(s).
 - 4. Physical or emotional condition of a nature that affects or is affected by one's performance in nursing.
 - 5. Failure to conform to the legal and ethical standards of the nursing profession.
 - 6. Excessive absences. See School of Nursing policy on attendance.
 - 7. Failure to maintain and submit the required documentation for participation in clinical experiences.
 - 8. Failure to meet clinical agency placement requirements.
- B. All nursing (NSC) courses are sequential by semester. Unless permission is granted by the School of Nursing to enroll in a course out of sequence, a student must complete all NSC courses in a semester successfully with a grade equivalent of 75% (C) or better in order to enroll in courses listed in the curriculum progression plan for the next semester. A student may NOT enroll in any NSC course without receiving School of Nursing approval or being admitted to the nursing major. School of Nursing approval is required for enrollment in NSC 232, 242 and 252. All requests for permission to take nursing courses out of sequence must be made through the Baccalaureate Admission/Readmission Committee.
- C. A student is required to maintain a grade equivalent of 75% (C) or better in all NSC courses in order to continue uninterrupted in the nursing major. All requests to repeat NSC courses must be made through the Baccalaureate Admission/Readmission Committee, with the exception of NSC 232, 242, 252, and 262. For these courses, a form requesting an override must be submitted to the School Chair.

- D. In order to progress in the curriculum, a student who scores less than 900 on the mid-curricular HESI Examination is required to enroll in NSC 378 concurrently with the next semester's NSC courses.
- E. An NSC course may not be repeated without permission. A student may not repeat any course with an NSC designation more than one time. **Readmission to a nursing course is not guaranteed to any student.**
- F. The curriculum must be completed within (8) years of the date of entry to the University as a freshman. For transfer students, the curriculum must be completed in twice the number of semesters which the student has to complete the nursing program. For example, if the student entered in the second semester of the sophomore year, the student must complete the program within five (5) years. Second degree students are considered transfer students for the purpose of time limit on completion. Students who have been absent from the program for greater than one year (two semesters) are not eligible to resume progression at the point where their study was interrupted.
- G. Students must complete the Kentucky Board of Nursing required integrated practicum experience, which consists of a minimum of 120 clock hours of concentrated direct patient care in a health care facility to be completed within a 7-week period during the final semester or quarter of the program. In the ECU BSN program, the integrated practicum is incorporated into the clinical practicum experience of the capstone course, NSC 492/NSC 492C. Students must complete this course and practicum during their final semester in the program prior to graduation. **If** for any reason a student will not complete all program requirements the semester he or she is scheduled to enroll in NSC 492/NSC 492C (e.g. all general education requirements will not be completed), the student must delay enrollment in NSC 492/NSC 492C until the final semester immediately prior to graduation. **If** for some reason a student enrolls in NSC 492/NSC 492C but does not graduate, the course **and** practicum must be repeated during the final semester just prior to graduation. Any student repeating NSC 492 and NSC 492C must also repeat NSC 496. Students who enroll in free elective courses, or who are pursuing a second major or minor, must have those courses completed during the same semester in which they complete all degree requirements for the BSN. Students will not be permitted to graduate with an incomplete grade (grade of "I") on their transcripts even if the course is not a required course for the degree. Please see the University Catalog for ECU policies and requirements for graduation.

SCHOOL OF NURSING POLICY ON CLASSROOM CODE OF CONDUCT

A positive classroom environment should facilitate teaching and learning. Students, in particular, play an important role in creating this type of environment. This Code of Conduct clarifies basic expectations in the classroom.

Students are expected to adhere to ECU's Academic Integrity Policy.

Students are expected to attend class, arrive on time to class, stay through the full period, and bring all necessary materials.

Students are expected to come prepared to class; in particular, they should have finished all the required readings for that day.

Students will not engage in behaviors that detract from the learning experience. Some examples of distracting behaviors include talking in class, sleeping, reading other works, computer surfing, and unnecessary movement in and out of the classroom.

Students will conduct and express themselves in a way that is respectful of all persons.

Students will review and follow the course syllabi for each nursing (NSC) course which lists other expectations for behavior/conduct in the classroom.

Faculty may ask students to leave the classroom for any disruptive behavior. Students asked to leave the classroom must schedule a meeting with the Chair of the School of Nursing prior to returning to class.

SOCIAL MEDIA POLICY FOR SON STUDENTS

1. SON students must not transmit or place online individually identifiable patient or clinical agency information.
2. SON students must observe ethical and professional student-faculty and student-patient boundaries online. Online social media contact with faculty or patients blurs these boundaries, as defined by the American Nurses Association Code of Ethics (2025) and National Council of State Boards of Nursing Social Media Guidelines (2024).
3. SON students should understand that patients, colleagues, organizations and employers may view postings.
4. SON students must be aware that social networking venues are shared by patients, faculty, colleagues, and the public. Privacy settings should be utilized to separate personal and professional information online.
5. SON students should bring content that could harm a patient or student's privacy, rights, or welfare to the attention of appropriate authorities.

BSN COURSE ATTENDANCE POLICY

Students are expected to attend class and actively participate in all aspects of the learning process. This includes class discussions, written work, and in-class activities. National and local studies have shown a direct correlation between attendance and grade performance. *Therefore, attendance is considered mandatory.*

Students who miss more than 15% of the regularly scheduled class meetings due to unexcused absences are subject to failing the course.

For the purposes of this course, "excused absences" include verifiable medical or family emergencies, University approved activities (accompanied by a University excuse), illness (yours or an immediate family member's), and other absences as outlined in the University's "Student Absence from Class" policy. Students should be prepared to document the reasons for the absence. Students whose absences are not excused will receive a zero for any assignments, tests or class activities missed. Students who anticipate having multiple *excused* absences should contact their instructor as soon as the situation arises so that they can make arrangements for how to handle missed class time.

Late Arrival for Exams: If a student is late for an exam, the student will have the remaining time left to complete the exam (i.e., student will be required to exit the exam at the same time as the rest of the class). The time will not be extended. No student will be allowed to begin the final exam after the first student has completed and uploaded the final exam.

Students who are unable to resolve an absence issue with the instructor may appeal to the School Chair. The School Chair's decision is final.

Children and unauthorized visitors are not permitted to attend any SON class or clinical experience.

GRADING

The grading scale is given in each NSC course syllabus. Please refer to course syllabi and the ECU undergraduate catalog for information on grading. It is the School policy in all NSC courses that grades are truncated, they are **not rounded**.

OBTAINING COURSE GRADES

Students may obtain mid-term and final grades on-line. **Under no circumstance should the student contact the secretarial staff of the School of Nursing requesting grade information.**

EKU ACCESSIBILITY ACCOMMODATION STATEMENT

For the current ECU Accessibility Accommodation Statement, please refer to the following link:
<http://accessibility.eku.edu/>

STUDENT COMPLAINTS AND APPEALS

Students who believe they have not been treated appropriately by a university official may file a complaint or grievance following the procedures listed in the *EKU Student Handbook*. **Please note that grade appeals and readmission appeals follow a separate University policy and process.**

Complaints involving other areas than Academic Affairs should follow the procedures in the *EKU Student Handbook*.

If the concern is related to a **grade appeal** or **readmission**, those policies should be followed specifically. The readmission policy is given in detail in this *Baccalaureate Nursing Student Handbook*. The policy for appeal of a grade is given in the ECU Policy 4.1.15P and in the *EKU Student Handbook* as follows, with additional information specific to School of Nursing.

Grade Appeal

If a student wishes to appeal a **course** grade, the procedure below should be followed:

- The student should consult with the instructor, seeking a satisfactory explanation. [Note: In the School of Nursing, if the instructor is not the coordinator of the course, the student should also consult with the course coordinator].
- If, after consulting with the instructor, the student believes that a grievance exists, the student may present a complaint in writing outlining the basis of the grievance to the School Chair within 30 days after the beginning of the next semester, exclusive of summer session.
- The School Chair shall consider the matter in consultation with the instructor and the student and exercise influence towards mediation.
- If the grievance remains unsettled, the School Chair shall, as soon as practicable, refer the matter to the School of Nursing committee on academic practices composed of the School Chair, two members of the School of Nursing elected by the faculty thereof (with one alternate member to serve in the event that one of the regular members is the person against whom the complaint has been lodged), and one student member chosen by the School Chair. All members of the committee shall have voting privileges.
- Meetings of the School of Nursing academic practices committee shall be scheduled at a mutually agreed upon time, when all relevant parties can reasonably be expected to participate. A student who has agreed to a time for a meeting of the School of Nursing academic practices committee and who does not appear at that meeting may forfeit the right to present evidence beyond that furnished in the original letter of appeal. Only the committee members and the student may be present during the meeting.
- After considering the evidence and any rebuttals submitted by the student and/or the instructor, the committee shall make a decision which shall be binding. All parties shall be informed of this decision within ten working days.

- Appeals from the committee's decision may be made on procedural grounds only and must be made within 20 days following notification of the School of Nursing committee decision. Such an appeal should be made to the dean of the college in which the course is offered and, if necessary, then to the Provost and the Vice-President for Academic Affairs.

As noted above, appeals to the committee's decision can be made on **procedural grounds only**. Procedural violations would be a deviation from the above listed procedures. An example would be if the meeting was not scheduled at a mutually agreed upon time when all relevant parties could reasonably be expected to participate.

Math Problems-Rounding Rules

The following math rounding rules are to be used during examination and clinical practice for the Baccalaureate Nursing Program.

1. Greater than or equal to a whole number, round to the nearest 10th (i.e., one decimal point) – e.g., 1.24 = 1.2. The exceptions to this rule are IV maintenance fluids and drop rates (see # 3 for IV maintenance fluid and drop rates).
2. Less than a whole number round to the nearest 100th (i.e., two decimal points) – e.g., 0.248 = 0.25. The exceptions to this rule are IV maintenance fluids, IV medication infusions, and drop rates (see # 3 for IV maintenance fluid and drop rates; see # 1 for IV medication infusions).
3. IV maintenance fluid and drop rates should always be rounded to the nearest whole number – e.g., 1.2 gtts = 1 gtt.
4. IV medication infusions should be rounded to the nearest 10th (i.e., one decimal point) – e.g., 1.24 = 1.2.
5. Students should convert to the unit of measurement that is ordered as the first step of solving the problem. For example, the order is for a medication to infuse at 3 mcg/kg/min; the medication is available as 400 mg in 250 ml. The student should convert the drug available to mcg.
6. **Rounding, according to these rules, should occur for the final solution of the math problem.**
7. Answers less than a whole number should have a leading zero in the answer (example 0.25 mcg). Answers greater than or equal to a whole number should **not** have a trailing zero (example 1 mg; 1.5 mL).
8. Adjustments may be made in specialty areas.

EKU ACADEMIC INTEGRITY POLICY

Eastern Kentucky University is a community of shared academic values, foremost of which is a strong commitment to intellectual honesty, honorable conduct and respect for others. In order to meet these values, students at EKU are expected to adhere to the highest standards of academic integrity. These standards are embodied in this policy and the Student Code of Conduct. By honoring and enforcing this Academic Integrity Policy, the University community affirms that it does not tolerate academic dishonesty. This policy defines the various forms of academic dishonesty, and it outlines the consequences for each. Additionally, this policy gives the method for appealing a complainant's allegation that some form of academic dishonesty has in fact occurred.

Academic dishonesty can occur in different forms, some of which include cheating, plagiarism, and fabrication. The University treats all instances of academic dishonesty seriously.

Anyone who knowingly assists in any form of academic dishonesty shall be considered as responsible as the student who accepts such assistance and shall be subject to the same sanctions.

The Academic Integrity policy is located at: [Office of Student Conduct and Community Standards](#)

The AI Pledge, below, is administered through the Terms of Usage for EKU Direct.

The Pledge:

I hereby affirm that I understand, accept, and will uphold the responsibilities and stipulations of the Eastern Kentucky University Academic Integrity policy.

DRUG AND ALCOHOL USE POLICY

In order to protect patient safety and to comply with clinical agency requirements and applicable Board of Nursing recommendations, the following policy will apply to all students who are accepted into the BSN Program. All students are required to have a negative drug screen prior to entering their first clinical experience and may be subject to further drug/alcohol screenings at the discretion of SON Faculty and/or the clinical facility.

Any SON Faculty member or the student's clinical instructor, preceptor, or similar supervisor, in consultation with SON Faculty, has the authority to direct a student to immediately undergo a drug and/or alcohol screening when there is a "reasonable suspicion" of drug or alcohol use as indicated by the student's behavior, speech, body odor, or appearance. Specific behavior which could create a "reasonable suspicion" of drug or alcohol use includes any conduct that prevents the student from performing any essential function of the program or poses a direct threat to the health or safety of others as well as, for example, the following: odor of alcohol or drugs; unsteady or staggering gait; rapid or slurred speech; pinpoint or dilated pupils; unresponsiveness; bloodshot eyes; fine motor tremors; difficulty participating in activities or assignments; nausea; vomiting; sweating; erratic behavior; incoherent speech; verbal or physical outbursts; self-report of drug use or alcohol abuse; unsafe behavior; unsatisfactory care for others; and threats, to harm self or others.

Any student directed to immediately undergo a drug and/or alcohol screening will do so at the student's own expense and will be suspended from all educational and clinical activities until the issue is resolved to the satisfaction of the Department Chair. No University employee will be responsible for providing transportation to students who demonstrate signs of impairment, and any costs related to transportation to/from the screening site or elsewhere will be at the student's own expense.

If a student receives a positive drug and/or alcohol screening, violates this policy in any other manner, or admits to drug and/or alcohol use, the student will be deemed to have engaged in an unsafe practice and/or unprofessional conduct and will face disciplinary action, up to and including removal from the BSN Program. Breathalyzer tests done by law enforcement for suspected criminal impairment will also count as a positive alcohol screening. Any student who is directed to but refuses to immediately undergo a drug and/or alcohol screening will be treated as if the result were a positive drug and/or alcohol test. Depending on the circumstances, a student with a positive drug and/or alcohol screening may also be referred to law enforcement for possible criminal sanctions as well as to the University's Office of Student Conduct and Community Standards, which could issue additional disciplinary measures up to and including suspension or expulsion from the University and/or eviction from University housing.

COMMUNICABLE DISEASES & BLOOD-BORNE PATHOGEN POLICY

Although rewarding, the nursing profession is full of occupational risks, including potential exposure to diseases and bodily fluids. The School of Nursing recognizes the importance of minimizing the exposure of students and/or patients in a clinical setting to communicable diseases and blood-borne pathogens, as defined by the Centers for Disease Control (CDC). The SON emphasizes this through education regarding Universal Precautions, proper hand hygiene and disinfection/decontamination procedures, and collection of student immunization and health screening records. Students must adhere to the University Exposure Control plan as well as the Exposure Control Plan of the assigned clinical agency.

However, while steps can and must be taken to mitigate these risks, but such risks cannot be entirely avoided. Exposures to blood or body fluids that occur as a result of needle sticks, cuts, splashes, or sprays that occur during clinical experiences could result in transmission of blood borne disease (such as Hepatitis B, Hepatitis C, or HIV). Care should be taken to ensure student and patient safety. In the event of an exposure, the following procedure is to be followed:

1. Wash site immediately and thoroughly with soap and water to remove and potentially infectious fluid and tissue. Flush mucous membranes with water.
2. Immediately report exposure to SON Faculty and, if applicable, to the appropriate authorities at the clinical site. Following care as outlined below, appropriate EKU Nursing Program and clinical agency forms also should be completed as directed.
3. Post-exposure care: Students should access care by proceeding to the nearest health care provider or emergency facility or, if applicable, by following the Exposure Control Plan of the clinical site, which may offer on-site medical care.
4. Follow-up of post-exposure care: Students should follow-up within a week at the facility where care was received to confirm that all blood tests have been reviewed, and that appropriate treatment is in place. Additional follow-up may be required, and students must follow the advice of the health care provider.

A student's decision to participate in the BSN Program and otherwise pursue a career in the nursing profession demonstrates an understanding and acceptance of these inherent risks. Students bear responsibility for taking necessary precautions to minimize these risks to the fullest extent possible and, in the event of an exposure, are solely responsible for all financial costs associated with any necessary post-exposure care. Students are encouraged to promptly consult their insurance providers for any inquiries regarding coverage for post-exposure care as well as the associated processes and procedures.

LATEX SENSITIVITY/ALLERGY POLICY

Those persons with known sensitivity to latex shall be treated as if they have a known allergy. Students may be requested to provide documentation from their health care provider.

Purpose

To provide general information about latex products and potential types of allergic reactions. Procedure for those persons with sensitivity/allergy to latex.

Scope

Pertains to all students and faculty.

Responsibility

- Students are responsible for providing accurate allergy history.
- College will provide persons with non-latex gloves upon request in the laboratory setting.
- Students are responsible for preventing and/or limiting their exposure to latex in laboratory/clinical situations.
- If a latex sensitivity/allergy exists, the student understands that 100% prevention of exposure to latex in any laboratory/clinical situation may not be possible and that they may experience a life-threatening allergic reaction.
- Thus, if a latex sensitivity/allergy exists at any time during the program of study, the student must consult with their health care provider to determine whether pursuing a career in nursing is medically appropriate and feasible.

TOBACCO PRODUCTS

Policy Statement

EKU supports initiatives designed to foster a healthy campus climate for EKU faculty, staff, students, volunteers, vendors, patrons, customers, guests, visitors and Persons employed as an EKU contractor. This Policy is designed to support health initiatives for EKU and its extended regional campuses by designating all EKU owned, rented and leased property as Tobacco-free, including surrounding exterior spaces and recreational areas.

The Tobacco Free policy is located at:

<https://www.eku.edu/in/policies/tobacco-free-campus/>

GENERAL INFORMATION

BSN EXPENSES (Traditional Program)

In addition to regular University fees and cost of books, students of baccalaureate nursing should anticipate additional expenses as follows:

THIRD SEMESTER

Stethoscope (NSC 232)
Immunizations & Screenings
CPR Training
Criminal Record Check
Drug Screening
Complio clinical document manager
Course Fees
Health Insurance
Textbooks

FOURTH SEMESTER

Uniform
White or black leather shoes
Name badge (Provided by SON)
Analog wristwatch (with second hand)
Bandage scissors
Stethoscope (if not previously purchased)
Pen Light
Transportation Costs
*Professional Liability Insurance
Apply for Graduation (at 90 credit hours)
Course Fees
iPad
Textbooks

FIFTH SEMESTER

Transportation Costs
*Professional Liability Insurance
Course Fees
Textbooks

SIXTH SEMESTER

Transportation Costs
*Professional Liability Insurance
Course Fees
Textbooks

SEVENTH SEMESTER

Transportation Costs
*Professional Liability Insurance
Course Fees
Textbooks

EIGHTH SEMESTER

Transportation Costs
Application fee for Licensure
*Professional Liability Insurance
Course Fees
NCLEX Application Requires Current
Photo
NCLEX and State Application Fees
Textbooks

*Register for professional liability insurance through ECU for period of August 1 – July 31.

BSN EXPENSES (Second Degree Program)

In addition to regular University fees and cost of books, students of baccalaureate nursing should anticipate additional expenses as follows:

FIRST SEMESTER (FALL)

Stethoscope (NSC 232)
Immunizations & Screenings
CPR Training
Criminal Record Check
Drug Screening
Complio clinical document manager
Course Fees
Health Insurance
Textbooks
Uniform
White or black leather shoes
Name badge (Provided by SON)
Analog wristwatch (with second hand)
Bandage scissor
Stethoscope (if not previously purchased)
Pen Light
Transportation Costs
*Professional Liability Insurance
iPad (required for exams)

SECOND SEMESTER (SPRING)

Transportation Costs
*Professional Liability Insurance
Course Fees
Textbooks

THIRD SEMESTER (SUMMER)

Transportation Costs
*Professional Liability Insurance
Apply for Graduation
Course Fees
Textbooks

FOURTH SEMESTER (FALL)

Transportation Costs
*Professional Liability Insurance
Course Fees
Textbooks

FIFTH SEMESTER (SPRING)

Transportation Costs
Application fee for Licensure
*Professional Liability Insurance
Course Fees
NCLEX Application Requires Current Photo
NCLEX and State Application Fees
Textbooks

*Register for professional liability insurance through ECU for period of August 1 – July 31.

PREPARING FOR GRADUATION

Students should apply for graduation during the semester in which they enroll in their 90th credit hour. This will initiate a pre-graduation review by ECU professional advisors/graduation experts to determine the earliest, reasonable graduation semester. Additional information related to graduation from ECU is available at <https://www.ecu.edu/chs/apply-graduation/>.

SOURCES OF FINANCIAL AID FOR STUDY IN NURSING

Scholarships may be available to students from Kentucky Board of Nursing, clinical agencies, and from ECU. For information about additional scholarship opportunities and eligibility requirements, students should contact Big E Central regarding ECU Foundation Scholarships, review scholarship opportunities available through the Kentucky Board of Nursing (KBN), and check with hospitals and other employing agencies.

The Robert R. Martin Student Emergency Loan Fund (S.E.L.F.) is a source of short-term emergency loans to students who have been admitted into their major in the College of Health Sciences. The loan may be made for up to \$150 for a maximum of 90 days. Application can be made through the Health Sciences Learning Resource Center (HSLRC), Rowlett 310.

STUDENT NURSING ASSOCIATION

Students are encouraged to become members of the Nursing Student Network (NSN). The organization meets regularly for programs including speakers, film topics related to nursing, service projects, and field trips to places of interest to members.

At the beginning of each semester, incoming students are oriented to this organization. The organization offers the students in nursing their first opportunity to become involved in professional organization activities.

Students pay dues which entitle them to membership at the local, state (Kentucky Association of Nursing Students), and national (National Student Nurses Association) levels. Students are encouraged to attend the state and national convention. Fund raising projects are conducted throughout the year to help pay expense of members who attend the state and national conventions.

The local association is governed by an executive board which is elected by the membership late in the spring semester. Faculty advisors are appointed by the School Chair, in consensus with the Chapter members.

PREPARING FOR LICENSURE

Application to take the National Council Licensure Examination for registered nurses (NCLEX-RN) must be completed with Pearson Vue and with the Board of Nursing in the state in which the license will be issued. These should be completed during the student's final semester in the program.

Those students taking the licensure examination in Kentucky apply through the Kentucky Board of Nursing Nurse Portal (<https://kybn.boardsofnursing.org/kybn>). Registration with Pearson VUE may be completed at <https://www.nclex.com/registration.page>. Application must be made, and fees must be paid to both the state nursing board and Pearson VUE prior to admission to the licensure exam. Additional instructions and requirements are provided on the Kentucky Board of Nursing website (<https://kybn.boardsofnursing.org/kybn>).

Students who wish to take the licensing examination in a state other than Kentucky should contact the Board of Nursing of that state early in the final semester for an application form. The form should be given to the School Chair to complete the School of Nursing's section as early as possible.

SCHOOL OF NURSING COMMITTEE PARTICIPATION

Baccalaureate student representation to the Faculty Organization of the School of Nursing and to the designated standing committees shall be selected by faculty and must be of junior or senior standing.

Graduate student representatives shall be appointed by the School Chair, in consultation with the Graduate Committee.

The student representation shall be:

AASN Curriculum Committee – One second or third semester student.

AASN Readmissions Committee – One second or third semester student who serves only when policy revisions are considered.

BSN Curriculum Committee – One junior or senior level student.

BSN Readmissions Committee - One junior or senior who serves only when policy revisions are considered.

Academic Practices Committee – One student appointed by the School of Nursing Chair at time of hearing.

Student Support Committee – One second or third semester AASN student and one BSN junior or senior student.

Faculty Organization Committee – One second or third semester AASN student or one BSN junior or senior student and one graduate student.

Graduate Committee – One graduate student from MSN and one graduate student from DNP.

FORMS

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

OVERRIDE REQUEST FORM FOR NSC 232, 242, 252

Name: _____ EKU ID: _____

Phone: () _____ - _____ EKU Email: _____@mymail.eku.edu

Street Address: _____ City: _____ State: _____ Zip: _____

To be completed with your advisor:

Please indicate **other courses** for which student has been advised to register for concurrently with NSC 232, 242, & 252:

Spring: _____ Fall: _____ Summer: _____

If student is requesting to repeat a course(s), please indicate which one(s). N/A [] 232 [] 242 [] 252 []

Does the student have a Prior Bachelor's Degree? YES [] NO [] Degree GPA: _____

Has student been enrolled in nursing classes in another nursing program? YES* [] NO []

*Requires a separate application; Applicant From Another Nursing Program form.

Has student attended universities other than EKU YES* [] NO []

***If yes, attach copies of ALL TRANSCRIPTS from each university attended. Override Request Form cannot be processed without transcripts. Our office does not have access to the transcripts submitted to the Admissions or Registrar's Offices.**

The competitive point system for admission to the program has been reviewed with student: YES [] NO []

Advisor Signature

Date

Student Signature

Date

Student - Please submit the following to Rowlett 223 when complete:

1. Completed and signed Override Request Form
2. Copy of DegreeWorks Degree Audit from EKU Direct
3. **Unofficial transcript of any coursework from institutions other than EKU. Must be attached if applicable.**

SCHOOL CHAIR ACTION:

____ Override Approved

____ Override Denied

COMMENTS:

Chair Signature

Date

STUDENT DOCUMENTATION CHECK-OFF FOR APPLICATION

NAME: _____ ECU ID: _____

Please check each required documentation when complete and add the date as they apply. Must have all items checked and **uploaded as well as approved in Complio** to be considered complete for review. Incomplete applications will not be reviewed.

Submit as hard copies to Rowlett 223:

_____ Application documentation: _____
Application DegreeWorks

Submit/Upload ONLY into Complio:

_____ COVID-19 Vaccine: _____
Vaccine #1 Vaccine #2

_____ MMR Vaccines/Titer: _____ or (titer) _____
Vaccine #1 Vaccine #2

_____ Tdap Vaccine: _____

_____ Hepatitis B Vaccines/Titer: _____ or (titer) _____
Vaccine #1 Vaccine #2 Vaccine #3

_____ Tuberculosis Screening (2-step PPD **OR** Blood Test)

2-step PPD Option: TB Test 1 Administered: _____ Read: _____ Lot number: _____ Vial Exp. Date _____
TB Test 2 Administered: _____ Read: _____ Lot number: _____ Vial Exp. Date _____
OR (To be considered a 2-step PPD, first and second TB tests must be received 1-3 weeks apart.)

Blood Test Option: Date: _____

_____ CPR: American Heart Association, Basic Life Support: _____
Exp. Date

_____ Varicella Vaccines/Titer: _____ or (titer) _____
Vaccine #1 Vaccine #2

_____ Criminal Records Check through Complio

_____ Drug Screening through Complio

_____ Health Insurance Verification Letter Date: _____ Effective Date: _____
Group or ID Number: _____
(Your name **MUST** be listed on the letter.)

_____ Annual Influenza Vaccine (Due by October 31st/Fall applicants only) _____

UPLOAD ALL DOCUMENTS INTO COMPLIO AND ENSURE THEY ARE APPROVED BEFORE SUBMITTING APPLICATION

Note: You will be required to register for Professional Liability Insurance through ECU Direct if you are accepted into the clinical sequence program. More information regarding PLI will be found in your letter upon acceptance.

If any required documentation is not complete and turned in by deadline please state below the reason and date of when documentation will be submitted. Will need approval from chair for late items to be submitted.

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

For Office Use Only:
Date Received: _____
Complete in Complio: _____

APPLICATION FOR ADMISSION TO TRADITIONAL PRELICENSURE CLINICAL NURSING SEQUENCE

To be completed by ALL STUDENTS seeking admission to the clinical nursing sequence (NSC 332, 332L, 350, 380, and 380C). Please return fully completed form to Rowlett 223 before **March 31** for Fall Semester admission and **October 31** for Spring Semester admission.

Name: _____ ECU ID #: _____

Mailing Address: _____ Apt. # _____ Will you be living on campus next semester?

City: _____ State: _____ Zip: _____ YES NO

ECU Email Address: _____@mymail.eku.edu (_____) _____ - _____
Best Contact Number

Applying to start Clinical Sequence Program: Spring () Fall () 20_____

Do you have a Bachelor's Degree in an area other than Nursing?	Yes []	No []	
If so, are you also applying for admission to the 2 nd Degree BSN option?	Yes []	No []	N/A []
Are you applying for admission to the Associate of Science in Nursing program?	Yes []	No []	
Have you ever been enrolled in nursing courses in another nursing program?	Yes []	No []	

(If yes, please complete the [Applicant From Another Nursing Program](#) and attach all required documentation.)

Place a checkmark by prerequisites completed with a grade equivalent of 2.0 (C) or better or currently in progress. If a substitute course was authorized, please list the course. If a prerequisite has not been completed, please indicate if you are currently taking it or where/when you will be taking it. **Please specify if a prerequisite is being taken at a different university.**

<u>Completed</u>	<u>Currently Taking</u>	<u>Completed</u>	<u>Currently Taking</u>
CHE 105 & 105L []	[]	NSC 232/232L []	[]
BIO 208 & 208L A&P I []	[]	NSC 242 []	[]
BIO 308 & 308L A&P II []	[]	NSC 252 []	[]
BIO 273/MLS 209 []	[]	MAT 105 or higher* []	[]
NFA 201 []	[]	Gen Ed. PSY course []	[]

In addition to the above specified course work, must have completed a minimum of 18 additional hours of general education prior to beginning the clinical nursing sequences.

Please submit the following with this application form to Rowlett 223:

1. ECU DegreeWorks Audit from ECU Direct
2. Student Documentation Check-Off Sheet
3. Copy of Transcript of any transfer coursework from Institutions other than ECU
4. Blank Traditional Undergraduate Admission Scale Form (Page 79)

I verify that all documents are uploaded and approved in Complio. _____

Initial Date

Student Signature: _____ Date: _____

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

Traditional Undergraduate Admission Scale

STUDENT NAME: _____ EKU ID # _____

CURRENT GPA	POINTS POSSIBLE	POINTS EARNED (3.50 GPA = 3.5 POINTS)
	4 points	

*SUPPORT COURSES (Biological/Natural Sciences)	POINTS POSSIBLE WITH GRADE OF: A = +2 B = +1 C = 0 D or F = -2	POINTS EARNED FOR EACH COURSE AND REPEAT OF THE COURSE. (All deficiencies and first passing grade will be counted.) BIO 208 & 208L, BIO 308 & 308L, BIO 273 or MLS 209, CHE 105 & 105L, NFA 201 must have a course grade recorded on Degree Works to receive points on the BSN Admission Rubric
BIO 273/MLS 209	2 points	
BIO 208/208L A&P I	2 points	
BIO 308/308L A&P II	2 points	
CHE 105/105L	2 points	
NFA 201	2 points	

BEGINNING NSC COURSES	POINTS POSSIBLE WITH GRADE OF: A = +2 B = +1 C = 0 D OR F = -4	POINTS EARNED FOR EACH COURSE AND REPEAT OF THE COURSE. (All deficiencies and first passing grade will be counted.)
NSC 232/232L	2 points	
NSC 242	2 points	
NSC 252	2 points	

DATE: _____ TOTAL POINTS EARNED FOR ADMISSION: _____

***NOTE: Grades for courses taken before student transferred or changed major that would be approved as support courses are included in point scale as deficient and/or as first passing grade.**

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

APPLICATION FOR ADMISSION TO 2ND DEGREE OPTION

Please submit completed application along with the following items by **March 1st** to be considered for admission into the 2nd Degree BSN Program. **If submitting via email, all documents must be in PDF format (No jpg, png, or screen shots will be accepted).**

- Blank Second Degree Undergraduate Admission Scale & Essay Grading Rubric
- Complete official transcripts of **all** academic work. International students must have an evaluation done by JSILNY, WES, or ECE to document degree completed. Contact admissions for more details. An interview may be required.
 - Official transcripts are required.** (Front and back copies of official transcripts issued to student are acceptable.)
 - If applicable, official transcript of TOEFL score and JSILNY, WES, or ECE transcripts are required for International Students.
 - NOTE: Transcripts sent to EKU Admissions are not accessible by our office. They must be separately sent with your application.
- Personal Essay (Maximum of 500 words). Grading criteria:
 - Organization/Writing Style and Grammar
 - Goals and Community Service
 - Consistent Values (articulates: caring humanistic view, commitment to nursing profession, honesty, and trustworthiness)
- Professional Resume (Include educational and employment history).
 - List organizations, specific activities, and dates of service for each service activity
- 3 professional reference letters from the following list:
 - Recent employer
 - Most recent academic program (Advisor, professor, etc.)
 - Recent service organization/volunteer work for which you were a participant
 - NO FAMILY OR FRIEND REFERENCES WILL BE ACCEPTED.
 - NOTE: Letters can be given to applicant and put with application packet or emailed/mailed directly to SON Main Office.

Applicant's Personal Information:

Name: _____ EKU ID #: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____ Phone: () _____ - _____

E-mail Address (where letter will be sent): _____

Bachelor's Degree Information:

Degree: _____ Institution: _____

Date Degree Completed: _____ Check if still in progress: ☐ _____
Term/Year to be completed

Prerequisite Course Information:

Anatomy & Physiology I _____
Course Name & Number Term

Nutrition _____
Course Name & Number Term

Anatomy & Physiology II _____
Course Name & Number Term

Statistics _____
Course Name & Number Term

Microbiology _____
Course Name & Number Term

If a prerequisite has not been completed, please indicate the term you are taking it, where you will be completing it, and when it will be completed by. (Please note that all courses must be completed **before** you are eligible to begin the program).

Have you been enrolled in nursing courses in another nursing program? Yes ☐ No ☐

*If yes, you must also complete the Applicant from Another Nursing Program form and the Nursing School Director Reference form.

Are you also applying to the Traditional BSN Option? (Separate application by March 31st) Yes ☐ No ☐

Are you applying to the Associate of Science in Nursing program? (separate application) Yes ☐ No ☐

Are you an Alice Lloyd student pursuing the Dual Degree Program? Yes ☐ No ☐

Student Signature _____ Date _____

Revised July 2021

Mail application to:
Eastern Kentucky University
School of Nursing
Second Degree BSN Program
223 Rowlett Building
521 Lancaster Avenue
Richmond, KY 40475-3102

2nd Degree Undergraduate Admission Scale

Student Name: _____ Evaluator: _____

Current GPA

(3.5 GPA = 3.5 points)

Total Possible	Applicant's Score
4.0	

Support Courses

(All deficiencies and first passing grade within the past 5 years will be counted.)

Anatomy & Physiology I (BIO 208/208L)

Anatomy & Physiology II (BIO 308/308L)

Microbiology (BIO 273/MLS 209)

Nutrition (NFA 201)

** BIO 208 & 208L, BIO 308 & 308L, BIO 273 or MLS 209, & NFA 201 must have a course grade recorded on Degree Works to receive points on the BSN Admission Rubric

Total Possible	Applicant's Score
A = +2 B = +1 C = 0 D or F = -2	Grade / Points
2.0	/
2.0	/
2.0	/
2.0	/

Essay/Goal Statement

Criteria:

-Organization/Grammar

-Goals/Service

-Consistent Values

(Rubric found on back of page)

Total Possible	Applicant's Score
Score Points	
12 to 15 3	Rubric Score / Points
9 to 11 2	
4 to 8 1	
0 to 3 0	
3.0	/

References

Criteria:

-Appropriate person

-Likelihood of success

Reference #1 _____

Reference #2 _____

Reference #3 _____

Total Possible	Applicant's Score
Superior/Good 0.5 Average 0 Poor -0.5	
0.5	
0.5	
0.5	

Previous Nursing Program Failures

In last 5 years

Greater than 5 years

Total Possible	Applicant's Score
D or F = -4	
D or F = -2	

Total Points (16.5 points total)

Evaluator: Highly Recommend ☐ Recommend ☐ Recommend for Pre-Nursing ☐ Do Not Recommend ☐

Committee Decision:

Admit ☐

Deny ☐

Comments: Stats _____ Chem (Y/N) _____

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

2nd Degree Undergraduate Admission Essay Grading Rubric

Organization/Writing Style and Grammar	Ideas well organized and logically presented; Without grammatical errors 4 - 5	Ideas presented, but does not logically flow; Minor grammatical errors 2 - 3	Poorly organized, ideas not well developed; Consistent grammatical errors 0 - 1
Goals and Community Service	Strong evidence of goal direction and involvement in community 4 - 5	Some evidence of goal direction with limited involvement in community 2 - 3	Poor evidence of goal direction and no involvement in community 0 - 1
Consistent Values (articulates: caring humanistic view, commitment to nursing profession, honesty and trustworthiness)	Good match between goals and program 4 - 5	Adequate match between goals and program 2 - 3	Little match between goals and program 0 - 1

Total Points/Score_____

Revised April 2019



EASTERN KENTUCKY UNIVERSITY

STUDENT HEALTH SERVICES

Tuberculosis Risk Assessment

Name: _____

Student ID: _____ Date: _____

Please answer the following questions:

ASSESSMENT	Yes	No
Have you ever had a positive TB skin test, TB blood test or history of active TB disease?		
Have you ever lived with or had close contact with someone that was sick with TB?		
Do you frequently work with patients that have active TB?		
Have you lived outside of the United States for more than 30 days during your lifetime?		
Have you been employed in or perform regular volunteer work in a jail/prison, nursing home, homeless shelter, healthcare setting or HIV clinic?		
SYMPTOMS		
Unexplained fatigue		
Unexplained weight loss		
Fever		
Night sweats		
Prolonged Cough		
Blood in urine		
Blood in Sputum		

FINDINGS FROM TB RISK ASSESSMENT	
Negative	
Positive for symptoms of TB	
Positive for risk factors for exposure to or acquiring active TB	
Verbal history of positive TST, IGRA or active TB	

Proceed to TST unless verbal history of positive TST, IGRA or active TB.

Provider Signature: _____

August 2016

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

Application for Admission-Consideration by Exception

Student Section: To be completed by students seeking admission by exception. Please return fully completed documents to Rowlett 223 by **March 31** for Fall semester and **October 31** for Spring semester.

NAME: _____ EKU ID# _____

EKU EMAIL ADDRESS TO WHICH NOTIFICATION OF DECISION LETTER IS TO BE SENT:

_____@mymail.eku.edu

(____) _____ - _____ (____) _____ - _____ (____) _____ - _____
Cell Phone Home Phone Other

Admission is desired to _____ for _____ 2 _____
(course) (semester) (year)

Your presence is not required when your application for admission is reviewed by the committee. If you choose to appeal the committee's decision, your presence is recommended at the committee meeting.

Please state the reasons (**extraordinary circumstances**) for consideration for admission by exception (use back of form or additional pages if needed):

Please state why the committee should act favorably on your request:

NOTE: The following items must be included with your application for it to be complete.

1. Copy of Degree Audit from Degree Works
2. List of courses you are taking this Summer/Semester
3. Application for Admission to Clinical Nursing Sequence
4. Unofficial transcript of coursework from institutions other than EKU

Signature

Date

Revised July 2021

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

APPLICANT FROM ANOTHER NURSING PROGRAM

Traditional BSN Program:

- Due March 31 for Fall admission
- Due October 31 for Spring admission

Second Degree BSN Program

- Due March 1 for Fall admission

I, _____, EKU ID # _____, am requesting admission to the Baccalaureate Nursing Program for the _____ semester of 20____.

EKU EMAIL ADDRESS TO WHICH NOTIFICATION OF DECISION IS TO BE SENT:

_____@mymail.eku.edu

Phone: (_____) _____
Home Local/Campus

Your presence is not required when your application is reviewed by the committee.

Please state 1) reasons for transferring, 2) if you applied for readmission at the other program and result of that application, 3) why the committee should act favorably on your application, and 4) description of academic activity since considering transfer. Attach additional sheet if necessary.

I have signed and mailed the release for my previous nursing school director to complete the Nursing School Director Reference Form. I realize my application will be considered only when my file is complete. **To be complete, my file needs to contain:**

- _____ 1.) Applicant from Another Nursing Program form
- _____ 2.) Completed Nursing School Director Reference form
- _____ 3.) **Copy of ALL transcripts from ALL institutions previously attended and also unofficial transcript report from EKU Direct if have been enrolled at EKU**
- _____ 4.) Course outlines/syllabi of previously completed nursing courses
- _____ 5.) Application For Admission to Clinical Nursing Sequence or Application For Admission to Second Degree Option (as appropriate)

Student Signature

Date

Revised July 2021

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

NURSING SCHOOL DIRECTOR REFERENCE

_____ Name	_____ Title	_____ Mailing Address
_____ School Name		_____ Phone

Please return to:
Lisa.garvey@eku.edu

The following student, _____, _____,
Name ID #
reports being enrolled in your nursing program. The student was enrolled: _____.
Month/Year to Month/Year

Was the student satisfactory in all areas of clinical and classroom performance while enrolled in your program?
YES _____ NO _____

Please indicate any deficiencies in the last course(s) taken by checking the appropriate categories below:
____ Nursing theory grade below passing
____ Clinical grade of unsatisfactory
____ Withdrew from course(s) in which was deficient in either classroom or clinical performance at the time of withdrawal
____ Other (please describe)

Did this student **apply for readmission** to your program? YES _____ NO _____
Is this student **eligible for readmission** to your program? YES _____ NO _____
If not eligible for readmission, please list reasons:

Please comment on your opinion regarding the applicant's potential for success.

Signature: _____, _____
Nursing Program Director Date

Revised July 2021

(STUDENT MUST COMPLETE THIS FORM AND SIGN BEFORE MAILING)

I, _____, do / do not (circle one) waive the right under the Family Educational Rights and Privacy Act (FERPA) to inspect this reference which will be filed in my student record.

Student Signature

Date

Revised August 2025

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING

Request to Change BSN Options

I, _____, request to change from the 2nd Degree BSN option to the Traditional BSN option. I understand that if this change is approved, I will not receive the option to change back to the 2nd Degree BSN option in which I was initially admitted.

Name: _____ ECU ID: _____

ECU Email Address: _____@mymail.ecu.edu

Term admitted to 2nd Degree BSN Program: Fall 20____

Reason for Change:

List the courses/term in which you are currently enrolled. Note any courses you plan to drop.

*Submit a copy of your **ECU DegreeWorks Audit** with this Request Form.

*Note: If this request is due to a NSC failure, a Readmission Form must be completed and reviewed by the Admission/Readmission Committee. If you are granted Readmission, you will then automatically be changed to the Traditional BSN option.

Students who are admitted to one option are not guaranteed they will be able to change to another option. Decisions will be based on multiple factors including the staffing and available clinical placements, number of students who will be progressing, and a review of the student's academic record.

Student's Signature: _____ Date: ____ / ____ / ____

School Chair's approval: _____ Date: ____ / ____ / ____

Application for Readmission

To be completed by students seeking readmission. Please return fully completed documents to Rowlett 223 no later than 12:00 noon the first Friday following finals.

Name: _____ EKU ID#: _____

Home
Address: _____

EKU Email Address: _____@mymail.eku.edu

Admission is desired to _____ for _____ 20____
(Semester) (Year)

Are you applying for admission to the Associate of Science in Nursing program? (separate application)
Yes [] No []

Have you ever received a grade less than "C" or "satisfactory" in any NSC course?
Yes [] No [] If yes, please explain:

Use online readmission application form:

https://success.eku.edu/register/nursing_readmission_info

Give reason why you must seek Readmission. Please check:

- _____

1. Dropped a nursing or support course receiving a W.
 2. Final grade equivalent below 2.0 (C) in any nursing or support course.
 3. Unsatisfactory evaluation in clinical.
 4. Dropped out of the nursing program for one or more semesters.

Your presence is not required when your application for readmission is reviewed by the committee. If you choose to appeal the committee's decision, your presence is recommended at the committee meeting.

The following items must be included with your application for it to be complete. (Only complete applications will be considered.)

1. Copy of **Degree Audit from Degree Works** and a **copy of your unofficial transcript report from EKU Direct.**
2. Explanation of circumstances that resulted in your lack of success or withdrawal from the program. (Please attach additional sheet if necessary.)
3. **If you were unsuccessful in a course, please describe 2 specific changes you will make to ensure your success if granted readmission to the program.**
4. List courses you are taking this semester and during the summer (if applicable).

Signature

Date

Revised July 2021

EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING
Student Success Plan

Student Name: _____ Semester/Year: _____

Course: _____ Course Faculty: _____

Advisor: _____

Professional goal(s):

Academic goal(s):

Identify 2 **specific** goals for this **semester**:

1.

2.

Identify 2 **specific strategies** for success this **semester**:

1.

2.

Student signature/date

Course Faculty signature/date

**EASTERN KENTUCKY UNIVERSITY
COLLEGE OF HEALTH SCIENCES
SCHOOL OF NURSING**

STUDENT AGREEMENT

I have received an electronic copy of the 2026-2027 Baccalaureate of Science in Nursing Student Handbook. The entire contents of this Handbook discussing the policies and procedures of the Baccalaureate of Science in Nursing program have been read and understood.

I intend to comply fully with the policies and procedures of the School of Nursing, the Baccalaureate of Science in Nursing Student Handbook, policies of assigned clinical agencies, and policies of Eastern Kentucky University.

I hereby affirm that I understand, accept, and will uphold the responsibilities and stipulations of the Eastern Kentucky University Honor Code and Academic Integrity Policy, ANA Code of Ethics, as well as the University and Baccalaureate of Science in Nursing Codes of Conduct.

I understand that failure to adhere to these rules, regulations, and guidelines can result in disciplinary measures, denial and/or removal from clinical placement, and/or not completing the major in the desired time frame. I also understand my rights and responsibilities as a student in Eastern Kentucky University Baccalaureate of Science in Nursing courses and/or clinical experiences.

Student's Full Name (Printed)

Student's ECU ID #

Student Signature

Date