Welcome to the School of Nursing
at Pittsburg State University

The faculty, staff, and I would like to extend to you a warm welcome. We congratulate you on your decision to continue your education in nursing. Our School of Nursing offers an excellent program of study that can help you attain your personal and professional goals. We are proud of our baccalaureate degree program, which is approved by the Kansas State Board of Nursing and accredited by the Commission of Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC 20036 (202) 887-6791. Our RN to BSN track is designed for the working adult. Classes are accessible both full-time and part-time offered through convenient scheduling and technology.

We wish you the very best throughout your education and career in nursing. Please let us know if we can be of assistance.

Sincerely,

Mary Carol Pomatto, EdD, APRN
Director and University Professor
Department of Nursing

3 01/15/2014
Table of Contents

General Information .................................................. 5
The University ............................................................. 5
The School of Nursing .................................................. 5
Accreditation .............................................................. 5
Mission Statement ...................................................... 6
Vision Statement ......................................................... 6

Baccalaureate Nursing Program

Description of the Program ........................................... 7
Program Outcomes and Level Objectives .......................... 7
Lower Division Courses ................................................ 12
RN-BSN Courses .......................................................... 16
Nursing Articulation in Kansas ....................................... 17
PSU Policy Pertaining to Last 30 Hours ............................ 17
Upper Division Courses ................................................ 18
Admission .................................................................. 19
Application Deadlines and Criteria ................................. 19
Arrests and/or Convictions ............................................. 21
Disciplinary Policy ........................................................ 21
Time Limit to Complete Degree ....................................... 22
Progression/Graduation Requirements .............................. 23
Incomplete Policy .......................................................... 23
Repeat of Nursing Courses ............................................ 23
Transfer Policy ............................................................. 25
Continuing Education for Nurses ..................................... 25
Elective Nursing Courses .............................................. 24

Student Financial Assistance ......................................... 25

School of Nursing Faculty Members ............................... 26

The School of Nursing reserves the right to make changes and to correct booklet errors if necessary. Please check nursing's website regularly for current booklets and current program changes.
General Information

The University
Pittsburg State University is one of the six Kansas universities governed by the Kansas Board of Regents. The University is a major academic institution serving approximately 7,000 students.

Pittsburg State University was originally organized as the Auxiliary Manual Training School in 1903. It became a four year college in 1913 and was renamed in 1923 as the Kansas State Teacher’s College. The Kansas Legislature changed the name of the college to Pittsburg State University in 1977.

The Irene Ransom Bradley School of Nursing
The baccalaureate program in nursing was initiated in 1970, and 35 students were admitted in the fall of 1971. In July 2013 the Kansas Board of Regents along with University officials elevated the Department of Nursing to the rank of school within the university, in recognition of the nursing program’s growing size and complexity. In September 2013, Dr. Fay Bradley was recognized for a generous donation to the program. The School of Nursing acquired the name Irene Ransom Bradley School of Nursing in honor of Dr. Bradley’s mother. Approximately 500 students are currently enrolled in the undergraduate and graduate nursing major. All nursing students are advised by the school of nursing faculty. The Master of Science in Nursing degree was established in the fall of 1993 and prepares family nurse practitioners and clinical nurse specialists. The focus for the graduate program is Family Health. The School of Nursing is part of the College of Arts and Sciences along with twelve other departments.

Accreditation
Pittsburg State University is accredited by The Higher Learning Commission: A Commission of The North Central Association of Colleges and Schools. The baccalaureate program of the School of Nursing is approved by the *Kansas State Board of Nursing. The nursing program received accreditation by the *Commission on Collegiate Nursing Education in 2010 for ten years. Site visits for reapproval and reaccreditation are scheduled for fall 2019.
Mission Statement

The mission of the nursing curricula is to prepare graduates to demonstrate excellence in practice, to meet regulatory requirements for practice, to assume leadership roles and to recognize learning as a lifelong process.

The baccalaureate and graduate programs of the School of Nursing reflect the university’s mission of teaching, scholarship and service, with teaching as the primary focus.

Members of the school engage in a wide range of scholarly, professional, practice and community service activities to meet local, regional and national needs for nursing and healthcare.

Recognizing the unique characteristics and needs of our diverse rural setting, the programs of the School of Nursing prepare graduates to provide nursing care to individuals, families, and populations in a variety of settings. The baccalaureate nursing curricula builds upon a foundation of the arts, sciences and humanities. The Master’s curriculum builds upon the competencies of baccalaureate graduates and focuses on advanced nursing roles.

Vision Statement

The vision of the School of Nursing is to assume a leadership role, in collaboration with the area health care and educational institutions, in providing baccalaureate nursing education to prelicensure students and degree completion registered nurses, as well as advance practice education to graduate students. To achieve the vision of a leadership role, the faculty members develop their expertise as educators and role models through life long learning, practice, service, and scholarship.
Pittsburg State University is committed to a policy of educational equity. Accordingly, the University admits students, grants financial aid and scholarships, conducts all educational programs, activities, and employment practices without regard to race, color, religion, sex, national origin, sexual orientation, age, marital status, ancestry or disabilities. Any person having inquiries concerning the University compliance with regulations implementing Title VI, Title IX, Section 503, Section 504, and A.D.A. may contact the Director of Equal Opportunity, 218B Russ Hall, Pittsburg State University, Pittsburg, KS 66762, telephone (620) 235-4185 or (620) 235-4189. The Director of Equal Opportunity has been designated by the University to coordinate the institution’s compliance with regulations implementing Title VI, Title IX, Section 503, Section 504, and ADA. Website: http://www.pittstate.edu/office/eosa

Baccalaureate Nursing Program

Description of the Program
The baccalaureate program in nursing at Pittsburg State University prepares individuals for careers in professional nursing. The program leads to the degree, Bachelor of Science in Nursing, with an upper division clinical major in nursing. In addition, graduates have a sound academic foundation for graduate study.

Program Outcomes and Level Objectives
In order to develop the curricula according to program levels, the faculty has articulated expected program outcomes, and further identified behavioral objectives for each of the four levels of the program. The baccalaureate nursing curriculum is an upper division clinical major organized at three levels. The graduate program represents the fourth level. The program outcomes and level objectives are followed by explication of the major concepts that are evident in the program outcomes. The program prepares professional practitioners and advanced practice nurses who can:

7 01/15/2014
1. Evaluate the nursing process and nursing theories to promote bio-psycho-social adaptation of persons.

   Level 1 Apply the nursing process which incorporates nursing theories and bio-psycho-social concepts to assist persons experiencing minor to major adaptation/maladaptation.
   Level 2 Develop nursing processes which incorporate nursing theories and bio-psycho-social concepts to promote adaptation of experiencing minor to major adaptation/maladaptation.
   Level 3 Formulate the nursing process which incorporates nursing theories and bio-psycho-social concepts with persons experiencing minor to major adaptation/maladaptation.
   Level 4 Integrate the nursing process, supported by a variety of theories, into advanced practice.

2. Evaluate selected theories and content from the sciences, humanities and nursing for application in nursing practice.

   Level 1 Identify theories and content from the sciences, humanities and nursing in the care of persons experiencing minor to major adaptation/maladaptation.
   Level 2 Analyze theories and content from the sciences, humanities and nursing in the care of persons experiencing minor to major adaptation/maladaptation.
   Level 3 Integrate theories and content from the sciences, humanities and nursing relevant to the care of persons experiencing minor to major adaptation/maladaptation.
   Level 4 Utilize advanced nursing standards and content from the sciences, humanities and nursing to promote health, prevent disease and provide quality care to persons/families/communitys with emphasis in rural settings.
3. Incorporate historical, political, social, economic, legal and ethical aspects of health care in professional nursing.

   **Level 1** Relate the impact of historical, political social, economic, legal and ethical aspects of health care in professional nursing.
   **Level 2** Examine historical, political, social, economic, legal and ethical aspects of healthcare in professional nursing.
   **Level 3** Integrate the utilization of historical, political, social, economic, legal and ethical aspects of health care in professional nursing.
   **Level 4** Contribute to the advancement of the nursing profession through the knowledge of historical, political, social, economic, legal, cultural and ethical aspects of health care.

4. Select teaching-learning principles that promote client adaptation.

   **Level 1** Identify teaching-learning principles that promote client adaptation.
   **Level 2** Utilize teaching-learning principles that promote adaptation of a person experiencing minor to major adaptation/maladaptation.
   **Level 3** Design a plan for the effectiveness of teaching-learning principles to promote adaptation of clients experiencing minor to major adaptation/maladaptation.
   **Level 4** Implement effective teaching-learning strategies designed to promote wellness of persons/families/communities.

9 01/15/2014
5. Participate in meeting health needs of society by communicating, collaborating, coordinating, and consulting with citizens and colleagues.

Level 1 Identify the role of each member of the health care team in meeting health needs of persons experiencing minor to major adaptation/maladaptation.
Level 2 Collaborate with members of the health care team to meet the health needs of persons experiencing minor to major adaptation/maladaptation.
Level 3 Formulate nursing role with other health team members in meeting health needs of persons experiencing minor to major adaptation/maladaptation.
Level 4 Demonstrate competence in advanced practice roles in meeting health needs of all populations, with emphasis in rural settings.

6. Value individual responsibility and accountability for nursing practice.

Level 1 Examine individual responsibility and accountability for nursing practice.
Level 2 Accept individual responsibility and accountability for nursing practice.
Level 3 Maintain collective responsibility and accountability for nursing practice.
Level 4 Evaluate individual advanced practice nurse responsibility and accountability as it contributes to the improvement of the delivery of health care and the establishment of health policy.

7. Evaluate principles of leadership in managing client care.

Level 1 Review leadership principles that relate to client care.
Level 2 Differentiate leadership principles that relate to client(s) care.
Level 3 Formulate leadership principles to coordinate client(s) care.
Level 4 Synthesize advanced practice nurse leadership and management principles in order to coordinate person/family care in all populations with emphasis in rural settings.
8. Participate in planned change to facilitate adaptation of persons.
   Level 1  Identify principles of planned change.
   Level 2  Coordinate resources to implement planned change.
   Level 3  Organize planned change to facilitate adaptation of persons.
   Level 4  Manage activities for planned change to facilitate adaptation of persons/families/communities.

9. Question findings of research and information systems to improve nursing practice.
   Level 1  Identify sources of research and information systems relevant to nursing practice.
   Level 2  Examine findings of research and information systems relevant to the improvement of nursing practice.
   Level 3  Integrate findings of research and information systems for the improvement of nursing practice.
   Level 4  Contribute to advanced nursing through managing research and information systems.

10. Assess individual goals for continued personal and professional growth.
    Level 1  Identify goals for individual growth during the educational process.
    Level 2  Establish both long and short-term personal and professional goals.
    Level 3  Incorporate both long and short-term personal and professional goals.
    Level 4  Evaluate long-term and short-term personal and professional goals for advanced practice.
Lower Division Courses

RN-BSN students should complete the following general education courses and required education courses (#) for the nursing major prior to or concurrent with enrollment in the first upper division nursing courses. Specific courses that meet general education requirements are identified below and in the Pittsburg State University catalog.

<table>
<thead>
<tr>
<th>Basic Skills</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 101 English Composition</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 299 Intro to Research Writing or</td>
<td></td>
</tr>
<tr>
<td>ENGL 190 Honors English Composition</td>
<td>3</td>
</tr>
<tr>
<td>COMM 207 Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td># MATH 110 College Algebra with Review or</td>
<td></td>
</tr>
<tr>
<td># MATH 113 College Algebra or</td>
<td>3</td>
</tr>
<tr>
<td># MATH 126 Pre-Calculus</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Sciences</th>
<th>9</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 111 General Biology and</td>
<td>3 *</td>
</tr>
<tr>
<td>BIOL 112 General Biology Lab</td>
<td>2 *</td>
</tr>
<tr>
<td># CHEM 105 Introductory Chemistry</td>
<td>3</td>
</tr>
<tr>
<td># CHEM 106 Introductory Chemistry Lab</td>
<td>1</td>
</tr>
<tr>
<td>or</td>
<td></td>
</tr>
<tr>
<td># CHEM 107 Chemistry for the Life Sciences and</td>
<td>3</td>
</tr>
<tr>
<td># CHEM 108 Chemistry for the Life Sciences Lab</td>
<td>1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Social Studies (Select One)</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td># SOC 100 Introduction to Sociology</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Political Studies (Select One)</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>POLS 101 U.S. Politics</td>
<td>3</td>
</tr>
</tbody>
</table>

* See page 19 for important information
Producing and Consuming
(Select one from two of the following three categories)

Economy
ECON 191 Issues in Today's Economy ........................................3
FCS 230 Consumer Education .....................................................3

Technology
EET 247 Computer Programming for Electronic Systems ..........3
GT 190 Intro to Technological System .....................................2
GT 350 Technology and Civilization ........................................3
EDTH 330 Technology for the Classroom .................................3
TE 551 Technological Literacy for Educators .......................3
TM 350 Societal Influence of Technology ................................3

Business
ACCTG 201 Financial Accounting ..........................................3
CSIS 130 Computer Information Systems ............................3
MGMKT 101 Introduction to Business ................................4

Cultural Studies (Select one) ................................................. 3-5

GEOG 106 World Regional Geography ..................................3
GEOG 300 Elements of Geography ........................................3
GEOG 304 Human Geography ...............................................3
WOMEN 399 Global Women's Issues .......................................3
MLL 114 Chinese Language and Culture I ............................5
MLL 124 French Language and Culture I ...............................5
MLL 154 Spanish Language and Culture I ............................5
MLL 184 Russian Language and Culture I ............................5
MLL 194 Korean Language and Culture I .............................5

Health and Well Being .........................................................6

# PSYCH 155 General Psychology ........................................3
# FCS 203 Nutrition and Health or......................................3
# FCS 301 Nutrition .............................................................3

13 01/15/2014
**Fine Arts and Aesthetic Studies** *(Select one)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 155</td>
<td>Printmaking</td>
<td>3</td>
</tr>
<tr>
<td>ART 178</td>
<td>Introduction to the Visual Arts</td>
<td>3</td>
</tr>
<tr>
<td>ART 188</td>
<td>The Designed World</td>
<td>3</td>
</tr>
<tr>
<td>ART 217</td>
<td>Crafts I</td>
<td>3</td>
</tr>
<tr>
<td>ART 222</td>
<td>Jewelry Design I</td>
<td>3</td>
</tr>
<tr>
<td>ART 233</td>
<td>Drawing I</td>
<td>3</td>
</tr>
<tr>
<td>ART 244</td>
<td>Ceramics I</td>
<td>3</td>
</tr>
<tr>
<td>ART 266</td>
<td>Sculpture I</td>
<td>3</td>
</tr>
<tr>
<td>ART 277</td>
<td>Painting I</td>
<td>3</td>
</tr>
<tr>
<td>ART 288</td>
<td>Western Art History I</td>
<td>3</td>
</tr>
<tr>
<td>ART 289</td>
<td>Western Art History II</td>
<td>3</td>
</tr>
<tr>
<td>ART 311</td>
<td>Art Education</td>
<td>3</td>
</tr>
<tr>
<td>COMM 105</td>
<td>Performance Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>COMM 205</td>
<td>Performance Studies</td>
<td>3</td>
</tr>
<tr>
<td>COMM 295</td>
<td>Theatre History</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 250</td>
<td>Introduction to Creative Writing</td>
<td>3</td>
</tr>
<tr>
<td>HHP 151</td>
<td>Dance Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>MUSIC 120</td>
<td>Music Appreciation</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><em>(Classical, Jazz, or World Music)</em></td>
<td></td>
</tr>
<tr>
<td>MUSIC 121</td>
<td>Introduction to Music Literature</td>
<td>2</td>
</tr>
<tr>
<td>MUSIC 321</td>
<td>History of Music</td>
<td>3</td>
</tr>
</tbody>
</table>

**Human Heritage**

*(Select one from two of the following three categories)*

**History**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 101</td>
<td>World History to 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 102</td>
<td>World History from 1500</td>
<td>3</td>
</tr>
<tr>
<td>HIST 201</td>
<td>American History to 1865</td>
<td>3</td>
</tr>
<tr>
<td>HIST 202</td>
<td>American History from 1865</td>
<td>3</td>
</tr>
</tbody>
</table>


**Literature**

ENGL 113 General Literature .................................................. 3
ENGL 114 General Literature (Genre) .......................................... 3
ENGL 116 General Literature (Theme) ......................................... 3
ENGL 315 Mythology ............................................................... 3
ENGL 320 Literature and Film ................................................... 3

**Philosophy**

PHIL 103 Introduction to Philosophy .......................................... 3
PHIL 105 Ethics ....................................................................... 3
PHIL 111 Ethics (Applied Emphasis) ........................................... 3
PHIL 112 Biomedical Ethics ..................................................... 3
PHIL 113 Business Ethics .......................................................... 3
PHIL 114 Environmental Ethics .................................................. 3
PHIL 208 Logic and Critical Thinking ......................................... 3
PHIL 231 World Religions .......................................................... 3

**Total General Education Hours ............................................... 49-54**

**Additional Nursing Prerequisites**

13

# BIOL 257/258 Anatomy & Physiology/Lab .................................. 5
# BIOL 371/372 General Microbiology/Lab .................................... 5
# PSYCH 263 Developmental Psychology or
# FCS 285 Lifespan Human Development .................................... 3

**Total Hours General Education & Nursing Prerequisites ............ 62-67**

# These courses are nursing pre-requisites and must be completed prior to enrollment in upper division nursing courses or concurrent with enrollment in the first upper division nursing courses.

15 01/15/2014
**RN-BSN Courses**

The School of Nursing offers Registered Nurses the opportunity to achieve the baccalaureate degree in an accelerated time frame. RN-BSN students who have completed all university general education and additional required nursing courses for the nursing major can complete the upper division nursing courses in one year of full-time study. Completion of the RN-BSN courses in one year is NOT recommended for the registered nurse who is working full-time. Part-time study is an option for nurses who desire to complete the nursing courses over multiple years.

All RN-BSN courses are offered as hybrids (on-campus and online attendance required) or online. RN students do have the option of enrolling in on-campus only classes. N304 Transitions into Baccalaureate Nursing, a hybrid course, meets on-campus two times during the Fall Semester. The N723/N724 Client/Family Theory and Practicum, hybrid courses, meet during the Fall Semester or Summer Semester one evening a week for the on-campus portion of the courses. It is **required that students complete all course work for the BSN degree before taking the capstone course, N723/N724 Client/Family Theory and Practicum.**

Clinical requirements for the RN-BSN student are met through validation of current nursing practice as a registered nurse and through completion of integrated assignments and activities which meet the clinical objectives for the BSN degree.

It is strongly recommended that students desiring to proceed into the MSN program enroll, audit or engage in an in-depth self study review of Pathophysiology and Pharmacology
Nursing Articulation in Kansas

The PSU School of Nursing participates in the Kansas Statewide Articulation Plan to promote educational mobility for nurses. As a participant of this program, Registered Nurses (RNs) must validate learning in order to receive credit for these following BSN courses:

NURS 300-Foundations of Nursing Practice
NURS 302-Techniques for Nursing
NURS 390-Pathophysiologic Bases of Nursing
NURS 410-Nursing the Adult Medical Surgical Client
NURS 440-Pharmacology in Nursing I
NURS 441-Pharmacology in Nursing II
NURS 452-Nursing the Childbearing Family
NURS 462-Nursing the Child and Family
NURS 457-Nursing the Child and the Childbearing Family Practicum
NURS 470-Nursing the Psychiatric/Mental Health Client
NURS 599-Internship in Nursing Practice.

Validation of 37 hours is accomplished by:
1. Achieving a passing score on the National Council's Licensing Examination for Registered Nurses (NCLEX-RN), as evidenced by a current license to practice as a Registered Nurse
2. Validation letter of 3 months of current RN nursing practice
3. Successful completion of NURS 304-Transitions into Baccalaureate Nursing Practice with a "C" or above
4. Successful completion of NURS 723-Client/Family Health: Theory, Assessment, Promotion and NURS 724-Client/Family Health: Practicum with a "C" or above

Nursing credits more than 10 years old must be validated by verifying 1,000 hours of RN nursing work experience in the last 3 years.

PSU Policy Pertaining to the Last Thirty Hours

A maximum of six semester hours of credit completed at another college or university may be applied on the last 30 hours prior to graduation.
Upper Division Courses
RN-BSN courses are typically offered according to the following designated semesters.

**Fall**
N265 Health Promotion Disease Prevention 2 hrs
N304 Transitions into Baccalaureate Nursing 1 hr
N320 Health Assessment 3 hrs
N405 Health Alterations in Older Adults 3 hrs
N482 Research in Nursing 2 hrs

**Spring**
N502 Community Nursing 4 hrs
N521 Leadership Roles and Management Functions in Nursing 3 hrs
N525 Adv. Medical Surgical Nursing of the Adult Client 6 hrs

**Fall and Summer**
N723 Client/Family Health Theory, Assessment, Promotion 2 hrs
N724 Client/Family Health: Practicum 2 hrs

**Fall, Spring, or Summer**
Upper Division Nursing Elective 2-10 hrs

Note: Each course may not be offered every semester.

Nursing Credit Hours Taken at PSU 30-38
Validated Nursing Credit Hours 37
Total Credit Hours for Upper Division Nursing Major 67-75
Total Credit Hours General Education and Nursing Prerequisites 62-67
Total Hours required for Graduation 129-142

01/15/2014 18
Admission

Students seeking admission to the RN-BSN courses must make application for admission to the School of Nursing ($25) and make application for admission to the University ($30). The nursing application packet may be obtained from the School of Nursing or you may print the forms from nursing’s website. If you are considered an International Student, please contact the Admissions Office for university applications and university fee amounts.

RN-BSN students considering admission to the nursing program should send all official transcripts to the PSU Registrar for evaluation of previously earned credit. Following completion of the transcript evaluation, RN-BSN students should make an appointment for advisement for determination of a program plan of study with a member of the nursing department faculty by calling 620-235-4431.

*Note RE: Biology Requirement—Students who have not completed BIOL 257/258 Anatomy and Physiology w/Lab and BIOL 371/372 Microbiology w/Lab will be required to take BIOL 111/112 General Biology w/Lab.

Application Deadlines and Criteria

RN-BSN applications are considered one time per year. Applications are available January 15th and are date stamped and numbered as they are received by the School of Nursing. If the number of applications received exceed the number of qualified applicants that can be admitted (due to available resources) the order of receipt of complete and fully qualified applications may be considered in the admission process. For initial submission a completed application form plus fees must be received. To be reviewed by the RN/BSN Committee the application must be COMPLETE by March 15th. View the required list of application criteria on page 20. If you currently are not licensed as a registered nurse due to completion of an associate degree in nursing you must document licensure as a registered nurse by June 15th or your application will be marked incomplete. If you are admitted to the program you must document number 9 on the completed applications list (Three months current nursing practice, as a registered nurse, documented by letter from your employer) by September 15th to continue your enrollment in nursing courses.
Admission (continued)

Completed applications must include the following:

1. Applicants are required to purchase a background check through CertifiedBackground.com. This is a National Background Check in your current state of residence. Also required is a signed consent for background check form for the School of Nursing, SRS Child Abuse check form, and if you are NOT a resident of Kansas you are required to complete a KBI background check form. The application packet specifies fee amounts to be remitted.

Applicants with a criminal history (includes diversions, misdemeanors, felonies) as well as arrests for which action is still pending will be evaluated on an individual basis, with no guarantee of admission. There are specific requirements for reporting criminal history on the application for admission.

2. Three satisfactory professional references from academic advisors, employers or teachers (references from friends, relatives & ministers are not acceptable references).
3. Proof of current RN licensure, deadline for this requirement is June 15th.
5. Documentation of a cumulative grade point average of 2.5 or better on a 4.0 scale. (all transcripts on file with the university)
6. Payment of all fees (application and fees are applicable for only one academic year).
7. A student who is born outside of the United States is required to submit proof that he or she has taken and passed the TOEFL iBT (Test of English as a Foreign Language-Internet Based Test). Minimum scores for the TOEFL iBT are as follows: Writing-20, Speaking-20; Reading-19; Listening-20, for a total of 79. Each area must meet the minimum requirement.
8. All students will participate in the standardized testing program that includes a critical thinking pre test and post test. Testing costs are $65.00, which are submitted with the application.
9. Three months current nursing practice, as a registered nurse, documented by letter from your employer. Must be documented by September 15th or you will be dropped from any nursing courses you have enrolled in.
10. A personal interview may be required.

The application, with submitted fees, is applicable for only one academic year.

01/15/2014
PLEASE NOTE:
A grade of C or above is required in all of the following courses and their labs: Anatomy and Physiology, Chemistry, College Algebra, General Psychology, Developmental Psychology or Lifespan Human Development, Microbiology, Nutrition, and Introduction to Sociology. Any student request for exception or waiver of any published admission requirement including but not limited to specific course requirements must be made in formal letter and addressed to the Director of the School of Nursing. Written request will only be accepted per registered mail. The request must be accompanied by a written explanation to assist in arriving at a fair decision. Granted or denied waivers or exceptions will be made in writing in formal letter from the Director of the School of Nursing and will be sent per registered mail. The School of Nursing assumes no responsibility to grant waivers or exceptions that are not made according to this protocol. Students are responsible for obtaining the information that they need in order to know, understand, and meet admission requirements.

Arrests and/or Convictions

The Pittsburg State University nursing program requires students to:
1. Notify the School of Nursing in writing of his or her arrest/conviction for any crime, misdemeanor, and/or felony not later than one class/clinical day after such arrest/conviction. Failure to notify the department within one day may result in dismissal.
2. Student may be suspended until the legal issue is resolved.
3. Continuance in the major will be individually evaluated and will be at the sole discretion of the Pittsburg State University School of Nursing.

Disciplinary Policy

The Pittsburg State University nursing program requires applicants and admitted clinical nursing students to:
Inform the School of Nursing in writing of any disciplinary action against ALL licenses, certifications and/or registrations as well as disciplinary action by a state board or governmental agency.
Disciplinary Policy (continued)

(Some examples are): Driver’s License; Fishing License; Hunting License; Day Care License; Nursing Home Administrator License; Nursing License in Kansas or another state; CNA/CMA/HHA certification; School Teacher certification; Dishonorable discharge and/or other than honorable discharge from any branch of the military, disciplinary sanction from any branch of the military.

If disciplinary action has ever been taken against your driver’s license or other license, registration or certification, in Kansas or any other state, (for any reason), you are required to provide an explanatory letter regarding the disciplinary action(s) taken against your driver’s license or other license, registration or certification. Your letter should include the following for each disciplinary action; circumstances leading up to the disciplinary action; date of the disciplinary action; actual disciplinary action; current status of the disciplinary action. The applicant may be required to provide certified/dated copies of disciplinary document(s).

Failure to notify the School of Nursing on the application or within one day after admission, if a new action since application, may result in dismissal or suspension until the legal issue is resolved. Continuance in the major will be individually evaluated and will be at the sole discretion of the Pittsburg State University School of Nursing. NOTE: The Kansas State Board of Nursing and other state nursing boards have specific procedures for reporting disciplinary action on nursing applications (initial, reinstatement and endorsement.) The procedures are accessible by contacting the respective boards.

Time Limit to Complete Degree

Nursing credits earned toward the upper division major in nursing at PSU which have been earned more than ten years prior to the time the candidate receives the degree cannot be counted to meet requirements for the degree unless validated by repeating coursework or by special examination.
**Progression/Graduation Requirements**

Students seeking a Bachelor of Science in Nursing Degree must meet the general education course and grade requirements for all baccalaureate degrees conferred by Pittsburg State University. In addition, the student must complete the specific requirements for the Bachelor of Science in Nursing Degree.

A grade below "C" represents work of insufficient quality, not adequate to pursue subsequent courses. For this reason, a student making a "D" or "F" grade in a required course will not be permitted to continue in the nursing major or to graduate.

Statements of the course requirements and grading policy are a part of the course syllabus which is made available to each student at the beginning of the course.

Unprofessional and/or unethical behavior is considered grounds for immediate dismissal from the nursing program.

**Incomplete Policy**

RN to BSN students may not progress in nursing courses until all previous nursing course incompletes have been removed.

With an incomplete, zero credit is given (zero grade points per semester hour). An incomplete is temporarily recorded as the grade when a student is granted an extension of time because course work could not be completed for reasons beyond the student’s control. Credit is postponed and the course is not included in the student’s grade point average. An incomplete not removed within one year, excluding summer session, shall be regarded as a failure and the grade will be changed to F and included in the computation of the student’s GPA.

**Repeat of Nursing Courses**

Upper division nursing courses resulting in a "C" grade could be repeated contingent upon space available in the course; however, preference will be given to the students taking the course for the first time. Repeat of "C" policy for RN-BSN nursing students will be consistent with the University policy.
Transfer Policy

Applications from RNs wishing to transfer to Pittsburg State University from another nationally accredited baccalaureate nursing program may be accepted by the department if the courses are determined to be equivalent. The following criteria will be considered for each transfer applicant.

1. Transfer students must meet admission requirements as stated previously in the RN to BSN booklet and University Catalog.

2. The existing progression policy of the School of Nursing will be implemented with any unsatisfactory grades from the prior nursing program.

3. Each applicant will be evaluated on an individual basis to determine placement within the nursing program. Availability of space may also impact entry.

4. Unsatisfactory grades (D or F) from previous schools are transferred and counted as unsatisfactory grades at PSU.

5. A maximum of six semester hours of credit completed at another college or university may be applied on the last thirty hours prior to graduation.

6. Each admitted student will be expected to provide evidence of current CPR, health form, current registered nurse license and any other documented requirements.

Continuing Education for Nurses

The School of Nursing is approved by the Kansas State Board of Nursing as a long term provider of continuing education offerings. Programs are offered throughout the year that meet the mandatory continuing education requirements for relicensure of registered nurses and licensed practical nurses.

Elective Nursing Courses

Elective Nursing Courses are offered periodically and may include: Introduction to Public Health, Neonatal Resuscitation, Health Care Terminology/Drug Calculations, Women’s Health Issues, Readings in Nursing, Independent Study, Transcultural Health Care, Human Structure and Function Review, Issues and Roles in Advanced Nursing Practice. Offerings may be added.
Student Financial Assistance

Nursing students seeking financial aid should contact the Office of Student Financial Assistance in Horace Mann. The Office of Student Financial Assistance administers a range of scholarships, grants and loans.

After admission to the nursing major, each student may apply on-line for the scholarships administered by the School of Nursing. The recipients are selected by a committee according to established criteria.

Additional Information
To request additional information for the following areas please contact:

- Tuition and Fees: Registrar's Office (620) 235-4200
- Financial Aid Questions: Financial Assistance (620) 235-4240
- Transfer Equivalency Questions: Pittsburg State University Nursing Website http://www.pittstate.edu/nurs

For further information regarding the nursing program or to make an appointment.
Please contact:

Pittsburg State University
School of Nursing
1701 S. Broadway
Pittsburg, KS 66762
Phone: (620) 235-4431/Fax: (620) 235-4449
E-mail: ptotman@pittstate.edu or jjparker@pittstate.edu
School of Nursing Faculty

Chair
Mary Carol Pomatto, EdD___ Ext. 4431, mpomatto@pittstate.edu

Faculty
Judith Coltharp, MSN_______ Ext. 4437, jcoltharp@pittstate.edu
Gena Coomes, MSN_______ Ext. 4440, gcoomes@pittstate.edu
Deborah Fischer, MSN ______ Ext. 4442, dfischer@pittstate.edu
Kristi Frisbee, DNP ________ Ext. 4434, kfrisbee@pittstate.edu
Cheryl Giefer, PhD _________ Ext. 4438, cgiefer@pittstate.edu
Anna Beth Gilmore, MSN ___ Ext. 4444, agilmore@pittstate.edu
Chris Gossman, MSN _______ Ext. 4412, cgossman@pittstate.edu
Jennifer Harris, MSN ________ Ext. 4447, jharris@pittstate.edu
Amy Hite, DNP _____________ Ext. 6528, ahite@pittstate.edu
Karen Johnson, MSN _________ Ext. 6187, kajohnson@pittstate.edu
SanDee McChristy, MSN ___ Ext. 6519, smcchristy@pittstate.edu
Barbara McClaskey, PhD ___ Ext. 4443, bmcclaskey@pittstate.edu
Janis Schiefelbein, PhD ____ Ext. 4441, jschiefelbein@pittstate.edu
Donald Shull, MSN __________ Ext. 6520, dshull@pittstate.edu
Tracy Stahl, MSN ___________ Ext. 4445, tstahl@pittstate.edu
Karen Tompkins-Dobbs, MSN Ext. 6121, ktompkins-dobbs@pittstate.edu

Health Simulation Center Coordinator
Dolores Pruitt, MSN _______ Ext. 4433, dpruitt@pittstate.edu

Front Office
Peggy Totman__________ Ext. 4431, ptotman@pittstate.edu
Jennifer Parker _________ Ext. 4332, jpparker@pittstate.edu

01/15/2014
NOTES:
Pittsburg State University

Irene Ransom Bradley School of Nursing

"Caring to make a healthy difference"

School of Nursing Motto

01/15/2014