

Pittsburg State University



Irene Ransom Bradley

School of Nursing

RN-BSN

Program Guide

Spring and Fall 2019

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 and graduate degree programs. 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 up-to-date technology.

We wish you the very best throughout your education and career in nursing. Please let us know if we can be of assistance. We would be happy to personally meet with you to discuss details of our program. Please call 620-235-4431 or e-mail jhudiburg@pittstate.edu for an appointment with a faculty advisor.

Sincerely,

A handwritten signature in black ink, appearing to read 'Cheryl Giefer', with a long horizontal line extending to the right.

Cheryl Giefer, PhD, APRN, FNP
Director and University Professor
School of Nursing

Table of Contents

	Page
School of Nursing Faculty	4
General Information	
History.....	5-8
Mission Statement.....	8
Vision Statement	8
Baccalaureate Nursing Program	
Description of the Program.....	9
Program Outcomes	9
Lower Division Courses	10-12
RN-BSN Courses	13
Nursing Articulation in Kansas.....	13
Upper Division Courses-Spring.....	14
Upper Division Courses-Fall	15
Admission	16
Admission Deadlines and Criteria	16-19
Time Limit to Complete Degree	19
Progression/Graduation Requirements	19
Incomplete Policy	19
Repeat of Nursing Courses	20
Continuing Education for Nurses	20
Financial Assistance.....	20
Additional Information	20
School of Nursing Motto	21

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, genetic information, 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. is directed to contact Cindy Johnson, Director of Equal Opportunity, 218 Russ Hall, Pittsburg State University, Pittsburg, KS 66762, telephone (620) 235-4185. Cindy Johnson has been designated by the University to coordinate the institution's compliance with regulations implementing Title VI, Title IX, Section 503, Section 504, and A.D.A.
Website: <http://www.pittstate.edu/office/eoaa>

SCHOOL OF NURSING
Faculty and Staff

Director

Cheryl Giefer, PhDExt. 4438, cgiefer@pittstate.edu

Faculty

Amanda Alonzo, PhD Ext. 4432, aalonzo@pittstate.edu
Kimberly Byler, DNP kbyler@pittstate.edu
Judith Coltharp, MSNExt. 4437, jcoltharp@pittstate.edu
Gena Coomes, MSNExt. 4440, gcoomes@pittstate.edu
D'Ann Dennis, MN..... Ext 4432, ddennis@pittstate.edu
Marsha Faubion, MSN.....Ext. 4584, mfaubion@pittstate.edu
Deborah Fischer, MSN Ext. 4442, dfischer@pittstate.edu
Kristi Frisbee, DNP..... Ext. 4434, kfrisbee@pittstate.edu
Anna Beth Gilmore, MSNExt. 4444, agilmore@pittstate.edu
Susan Gutierrez, MSN Ext. 4853 sgutierrez@pittstate.edu
Jennifer Harris, PhD.....Ext. 4447, jharris@pittstate.edu
Ashleigh Heter, DNP Ext. 4439, aheter@pittstate.edu
Amy Hite, DNP..... Ext. 6528, ahite@pittstate.edu
Karen Johnson, PhD..... Ext. 6187, kajohnson@pittstate.edu
Trina Larery, DNP Ext. 6121, tlarery@pittstate.edu
SanDee McChristy, MSNExt. 6519, smcchristy@pittstate.edu
Barbara McClaskey, PhD.....Ext. 4443, bmccclaskey@pittstate.edu
Dolores Pruitt, MSN Ext. 4412, dpruitt@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

Health Simulation Center Coordinator

Terri Johnson, BSN.....Ext. 4433, tljohnson@pittstate.edu

Front Office

Peggy TotmanExt. 4431, ptotman@pittstate.edu
Janene Hudiburg Ext. 4332, jhudiburg@pittstate.edu

General Information

History

The Kansas State Legislature, following recommendation from the Kansas Board of Regents in 1969, established the Department of Nursing at Pittsburg State University in the fall of 1970. The nursing program received funding from the State Legislature in the spring of 1970, providing for a chairperson and two faculty for the planning year 1970-71.

Many years of planning involving the University, Mt. Carmel Medical Center, and the community preceded the establishment of the baccalaureate nursing program at Pittsburg State University. Responding to trends in nursing education and changes in the health care delivery system, Mt. Carmel Medical Center agreed to discontinue its School of Nursing when the University was ready to have a baccalaureate program in nursing. Mt. Carmel began phasing out its diploma program in 1970 and its last class was graduated in 1972.

The program at Pittsburg State University was approved by the Kansas State Board of Nursing in the spring of 1971 and 30 juniors were admitted to the upper division clinical nursing courses in the 1971 fall semester. The first class graduated in May 1973. At that time and until McPherson Nurse Education Building was completed, the Department was in a large, white, two-story house that was very homey, but somewhat crowded.

In 1974, under the direction of the first Chairman of the Department of Nursing, Cecilia Waggoner, federal grant monies for constructing a new nursing education building were approved. Matching funds donated by the McPherson family estate in the amount of \$400,000 were earmarked by Pittsburg State University to be used for construction of the educational facility. Construction of McPherson Hall began in the first part of 1976 and was completed during the summer of 1977. Dedication of the new building was held in September 1977, with Governor John Bennett in attendance.

McPherson Hall was designed and constructed with the objectives of the nursing program and the needs of the student in mind. Offices of all full-time faculty members are private. The reception area provides an attractive efficient atmosphere and workspace. The classrooms provide for groups of different sizes and the use of technology and varied instructional methods. A wide range of audio-visuais can be utilized because of the modern media capabilities. A health simulation center and learning resources center with professional staff is available. The Center has a family of simulators for student learning, and a student lounge with kitchen overlooks the university lake.

The first cohort of students in the Bachelors of Science in Nursing (BSN) pre-licensure track were admitted in fall 1971 and graduated in May 1973. The first cohort of students in the RN to BSN completion track were admitted in 1973. The BSN program was initially accredited by the National League for Nursing Program Council of Baccalaureate and Higher Degree Programs in 1975 and reaccruited in 1981, 1989, and 2000. The BSN program was initially accredited by the Commission on Collegiate Nursing Education (CCNE) in 2005 and reaccruited in 2010. The next evaluation will occur in 2020. The most recent comprehensive

review of the BSN curricula and program outcomes occurred in 2011 and 2012. The review utilized gap analysis to identify congruence of the curricula with *The Essentials of Baccalaureate Education for Professional Nursing Practice* [American Association of Colleges of Nursing (AACN), 2008], course content mapping, and input from consultants, faculty, students, and stakeholders. The revised curricula and program outcomes were approved in February 2013 and implemented in fall 2015. The pre-licensure program admits 76 students annually in the fall and there are 40 students currently enrolled in the RN to BSN completion track.

The RN to BSN track may be viewed as a flexible alternative program plan. Although adjustments are made in the course content of the registered nurse student, the curricular, graduation, and course objectives are the same as those for the prelicensure student. To accommodate the needs of the registered nurse student, courses have been offered with flexible scheduling including ample use of distance technologies and online classes.

Since the mid-1980s, Pittsburg State University's Department of Nursing had expressed an interest in developing a Master of Science Degree in nursing program. This interest had been spurred by registered nursing students, area health care providers and agencies who indicated a need for nurses prepared at the master's level in nursing.

In the winter of 1990, with the encouragement of the Pittsburg State University administration, the nursing faculty met to discuss the feasibility of a master's degree program. A Master's Task Force Committee was formed to study the possibility of a master's program. Community leaders, college administration, nursing service, library personnel, nursing faculty, and alumni comprised the Master's Task Force Committee. In May 1990, funds for a feasibility study were obtained from Pittsburg State University and Dr. Lois Frels of Frels and Shoemaker Associates was contacted to conduct the study. The outcome of the feasibility was favorable; therefore, work on a proposal for a new Master of Science Degree in Nursing began.

In March of 1993 the Kansas Board of Regents approved the establishment of a Master of Science in Nursing in Family Health at Pittsburg State University. The first class was admitted in the fall of 1993 and Clinical Nurse Specialist graduates were further prepared in the areas of education, administration, or gerontology.

In June of 1995 the Family Nurse Practitioner curriculum for the Master of Science in Nursing began at Pittsburg State University in collaboration with the University of Kansas, Wichita State University, and Fort Hays State University. The Master of Science in Nursing program has been continuously approved by the Kansas State Board of Nursing since its inception. In 2000, the graduate program earned national accreditation from the National League for Nursing Accrediting Commission (NLNAC). The current Master of Science in Nursing program is fully accredited by the Commission on Collegiate Nursing Education (CCNE). The Doctor of Nursing Practice program was granted accreditation for 5 years, extending to June 30, 2022. The accreditation action is effective as of October 17, 2016, which is the first day of the program's recent CCNE on-site evaluation.

As far back as 2009, PSU began planning for the Doctor of Nursing Practice (DNP) program. Starting in the fall of 2010, two different faculty were awarded sabbatical to begin the preliminary steps necessary to offer the first doctoral degree at Pittsburg State University. In 2011, a feasibility study was completed under the direction of Dr. Pomatto. A DNP task force, was formed by nursing faculty in 2012. In 2014, the PSU Irene Ransom Bradley School of Nursing received approval from the Higher Learning Commission, the Kansas Board of Regents and the Kansas State Board of Nursing to transition the existing Master of Science in Nursing Program preparing Family Nurse Practitioners to the Doctor of Nursing Practice degree. PSU began its MSN to DNP Track on June 1, 2015, and began its BSN to DNP Track June 1, 2016.

With the MSN/Family Nurse Practitioner (FNP) program transitioning from a MSN/FNP to a DNP/FNP program, the School of Nursing had a strong desire to continue offering a Master of Science in Nursing degree. For many years, PSU School of Nursing has helped prepared regional nurse educators with graduate academic preparation. A task force determined the most logical degree would be Master of Science in Nursing with Education Emphasis. This inter-disciplinary graduate program was developed with the PSU Department of Teaching and Leadership from the College of Education.

The task force prepared a curriculum and program outcomes in concert with *The Essentials of Master's Education in Nursing* (AACN, 2011) and with input from faculty, community stakeholders, advisory board, and consultant input from the University of Kansas School of Nursing administrators. The PSU School of Nursing, College of Arts and Sciences and Graduate Council, as well as Kansas State Board of Nursing and the Kansas Board of Regents approved the new program. Graduates of this program will be eligible to sit for the Nurse Educator Certification Examination, administered by the National League for Nursing's Academic Nurse Educator Certification Program. The first cohort of students began in fall 2017.

In July 2013 the Kansas Board of Regents along with Pittsburg State 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 (SON) acquired the name Irene Ransom Bradley School of Nursing in honor of Dr. Bradley's mother.

Pittsburg State University is accredited by The Higher Learning Commission: A Commission of The North Central Association of Colleges and Schools. The baccalaureate degree in nursing, the master's degree in nursing, and the DNP program at Pittsburg State University are accredited by the Commission on Collegiate Nursing Education (<http://www.aacn.nche.edu/ccne-accreditation>). The baccalaureate, master's and DNP programs are approved by the Kansas State Board of Nursing (www.ksbn.org). The DNP program has been approved by the Kansas Board of Regents, Kansas State Board of Nursing and the Higher Learning Commission.

The current Director of the Irene Ransom Bradley School of Nursing is Cheryl Giefer. Mary Carol G. Pomatto served as Chair from 2006-2013 and Director from 2014 to 2016. Carolyn Keil served as Chair 1999-2005. Barbara Jean McClaskey served as Interim Chair 1998-1999 and 1988-1989; Jo-Ann Marrs served as Chair from 1989-1998; Roberta Thiry served as Chair from 1979-1988; Cecilia Waggoner, the first chair, served from 1970-1979.

<http://www.pittstate.edu/departments/nursing/>

Mission Statement

The School of Nursing prepares graduates to demonstrate excellence in practice, to meet regulatory requirements for practice, to assume leadership roles and to engage in learning as a lifelong process.

The programs of the School of Nursing reflect the university mission of teaching, scholarship and service, with teaching-learning as the primary focus. Recognizing the unique characteristics and needs of our diverse, primarily rural setting, the programs of the School of Nursing prepare graduates to provide nursing care to individuals, families, groups, communities, and populations in a variety of settings.

The baccalaureate nursing curriculum builds upon a foundation of the arts, sciences and humanities and provides a base for graduate study. The graduate curriculum builds upon the competencies of baccalaureate nursing and focuses on advanced nursing roles.

Vision Statement

In collaboration with health care systems, educational institutions, and communities-of-interest, the School of Nursing assumes the leadership role in pursuit of excellence in nursing through education of undergraduate and graduate students.

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.

Experience in community health agencies and with families is an integral part of PSU nursing courses.

Program Outcomes

1. Integrate theories and content from the sciences, arts, humanities, nursing and other disciplines to enhance the practice of nursing.
2. Demonstrate individual, organizational and system leadership in the provision of safe, high quality patient care.
3. Evaluate research to improve evidence-based nursing practice
4. Demonstrate the application of a variety of information system and patient care technologies.
5. Discuss healthcare policy, finance and regulatory processes as they impact individuals, families, groups, communities and populations.
6. Determine intraprofessional and interprofessional communication and collaboration for improving health outcomes.
7. Develop safety, health promotion, education and disease prevention strategies to optimize health across the lifespan in a variety of environments.
8. Model behaviors of personal integrity and professional values.
9. Illustrate competent baccalaureate generalist nursing practice

Lower Division Courses

RN-BSN students should complete the following general education courses and required nursing general 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.

	Credit Hours
Basic Skills	12-14
ENGL 101 English Composition.....	3
ENGL 299 Intro to Research Writing <i>or</i>	
ENGL 190 Honors English Composition.....	3
COMM 207 Speech Communication	3
#MATH 110 College Algebra with Review <i>or</i>	5
#MATH 113 College Algebra <i>or</i>	3
#MATH 126 Pre-Calculus <i>or</i>	4
#MATH 143 Elementary Statistics	3
 Sciences	 9
* BIOL 111 General Biology <i>and</i>	3
* BIOL 112 General Biology Lab	2
#CHEM 105 Introductory Chemistry <i>and</i>	3
#CHEM 106 Introductory Chemistry Lab	1
 Social Studies (Select One)	 3
#SOC 100 Introduction to Sociology.....	3
 Political Studies (Select One)	 3
POLS 101 U.S. Politics.....	3
 Producing and Consuming	 5-6
(<i>Select one from two of the following three categories</i>)	
<u><i>Economy</i></u>	
ECON 191 Issues in Today's Economy	3
FCS 230 Consumer Education.....	3
<u><i>Technology</i></u>	
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
<u><i>Business</i></u>	
ACCTG 201 Financial Accounting	3
CSIS 130 Computer Information Systems.....	3
MGMKT 101 Introduction to Business	3

***Note RE: Biology Requirement – Students who have not previously 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.**

Cultural Studies (<i>Select one</i>)	3
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 124 French Language and Culture I	3
MLL 154 Spanish Language and Culture I	3
 Health and Well Being	 6
#PSYCH 155 General Psychology	3
#FCS 203 Nutrition and Health or	3
#FCS 301 Nutrition	3
 Fine Arts and Aesthetic Studies (<i>Select one</i>)	 2-3
ART 155 Printmaking	3
ART 178 Introduction to the Visual Arts	3
ART 188 The Designed World	3
ART 217 Crafts I	3
ART 222 Jewelry Design I	3
ART 233 Drawing I	3
ART 244 Ceramics I	3
ART 266 Sculpture I	3
ART 277 Painting I	3
ART 288 Western Art History I	3
ART 289 Western Art History II	3
ART 311 Art Education	3
COMM 105 Performance Appreciation	3
COMM 205 Performance Studies	3
COMM 295 Theatre History	3
ENGL 250 Introduction to Creative Writing	3
HHP 151 Dance Appreciation	3
MUSIC 120 Music Appreciation	3
(Classical, Jazz, or World Music)	
MUSIC 121 Introduction to Music Literature	2
MUSIC 321 History of Music	3

Human Heritage 6

(Select one from two of the following three categories)

History

HIST 101 World History to 1500	3
HIST 102 World History from 1500.....	3
HIST 201 American History to 1865.....	3

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
HIST 202 American History from 1865.....	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 49-53

Additional Nursing General Education Courses 13

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

Total Hours General Education & Nursing General Education Courses 62-66

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 general education 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 a longer time-span.

All RN-BSN nursing courses are offered as totally online courses. **It is required that students complete ALL General Education courses for the BSN degree before taking the capstone course, N670 Family Health Care Nursing. Students may concurrently take the capstone course, N670 Family Health Care Nursing offered in the spring semester (only) with one 4 or less credit hour nursing course. (All general education courses must be completed prior to enrollment in the capstone course, N670 Family Health Care Nursing).**

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.

Nursing Articulation in Kansas

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

NURS 318 Nursing Fundamentals (5 hours)
NURS 410 Nursing the Adult Medical-Surgical Client (7 hours)
NURS 452 Nursing the Childbearing Family (4 hours)
NURS 462 Nursing the Child and Family (4 hours)
NURS 470 Nursing the Psychiatric/Mental Health Client (4 hours)
NURS 525 Advanced Care of the Medical -Surgical Client (6 hours)
NURS 600 Transitions in Nursing Practice (2 hours)

Validation of the above 32 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 a minimum of three months current nursing practice.
3. Successful completion of NURS 304 Advancing Careers: Transitions into Baccalaureate Nursing with a "C" or above.
4. Successful completion of NURS 670 Family Health Care Nursing (Capstone Course) with a "C" or above.

Upper Division Courses – Spring Start Date

RN-BSN courses are typically offered according to the following designated semesters.

Spring

N304 Advancing Careers: Transitioning to Baccalaureate Nursing.....	3
N503 Population Based Health Care	4
N505 Leadership Roles and Management for the Registered Nurse.....	4
N665 Pathophysiology and Pharmacology for the Registered Nurse	3
N668 Health Care Policy Today and in the Future for the Registered Nurse	<u>2</u>
	16

Fall

N321 Health Assessment for the Registered Nurse.....	4
N340 Nurse's Role in Health Promotion.....	2
N407 Gerontology for the Registered Nurse.....	2
N484 Evidence-Based Research for the Registered Nurse.....	<u>2</u>
	10

Spring or Summer

N 670 Family Health Care Nursing w/Practicum.....	4
---	---

Nursing Credit Hours Taken at PSU.....30

-PLUS-

Validated Nursing Credit Hours.....32

-EQUALS-

Total Credit Hours for Upper Division Nursing Major.....62

-PLUS-

**Total Credit Hours General Education and
Nursing's Required General Education Courses62-66**

-FOR A GRAND TOTAL OF-

Total Hours required for Graduation124-128

Upper Division Courses – Fall Start Date

RN-BSN courses are typically offered according to the following designated semesters.

Fall

N304 Advancing Careers: Transitioning to Baccalaureate Nursing.....	3
N321 Health Assessment for the Registered Nurse.....	4
N340 Nurse’s Role in Health Promotion.....	2
N407 Gerontology for the Registered Nurse.....	2
N484 Evidence-Based Research for the Registered Nurse.....	<u>2</u>
	13

Spring

N503 Population Based Health Care	4
N505 Leadership Roles and Management for the Registered Nurse.....	4
N665 Pathophysiology and Pharmacology for the Registered Nurse	3
N668 Health Care Policy Today and in the Future for the Registered Nurse	<u>2</u>
	13

Spring or Summer

N 670 Family Health Care Nursing w/Practicum.....	4
---	---

Nursing Credit Hours Taken at PSU.....30

-PLUS-

Validated Nursing Credit Hours32

-EQUALS-

Total Credit Hours for Upper Division Nursing Major62

-PLUS-

Total Credit Hours General Education and

Nursing’s Required General Education Courses..... 62-66

-FOR A GRAND TOTAL OF-

Total Hours required for Graduation124-128

Admission

Students seeking admission to the RN-BSN courses must make application for admission to the School of Nursing (\$100) **and** complete an 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 Office of the Registrar for evaluation of previously earned credit. Following completion of the transcript evaluation, RN-BSN students should make an appointment for advisement or seek online advisement for determination of a program plan of study with a member of the School of Nursing faculty by calling 620-235-4431 or e-mailing jhudiburg@pittstate.edu.

Application Deadlines and Criteria - RN-BSN applications are considered twice per year.

Spring Application:

Applications are available **September 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 date completed applications are received may be considered in the admission process. For first consideration by the RN/BSN Committee for admission the application must be received and be COMPLETE by **November 15th**. If an applicant is currently completing an Associate of Nursing Degree, they may be conditionally admitted to the program pending documentation of licensure as a registered nurse prior to **January 15, 2019, or before nursing courses begin. If an applicant is currently licensed as a Registered Nurse, please provide copies of licenses with the application by the deadline date of November 15, 2018.**

Employer Documentation: If an applicant is currently completing an Associate of Nursing Degree, they must participate in a **part-time plan of study** until three months of nursing practice is obtained.

All other applicants document three months nursing practice by submitting a letter from your employer on letterhead with a start date noted with your application.

Fall Application:

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 date completed applications are received may be considered in the admission process. For first consideration by the RN/BSN Committee for admission the application must be received and be COMPLETE by **March 15th**. If you currently are not licensed as a registered nurse due to concurrent 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 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.

Completed applications must include the following:

1. An application for admission to Pittsburg State University and paid **fee of \$30** to Pittsburg State University following instructions provided at <https://go.pittstate.edu/ug.admit.form.html>
2. Submission of all official transcripts from each college or university attended mailed to Pittsburg State University, Office of the Registrar, 1701 S. Broadway, Pittsburg, KS. 66762 (including transcript with posted Associate Nursing Degree (ADN) from an accredited nursing program). Documentation of a cumulative grade point average of 2.5 or better on a 4.0 scale (from all transcripts).
3. Completed application for admission to the School of Nursing RN-BSN Program with an **enclosed check for \$100.00** payable to Pittsburg State University School of Nursing.
4. Three satisfactory professional references from academic advisors, employers or faculty (references from friends, relatives & ministers are not acceptable references).
5. Provide copies of RN license numbers for states in which currently licensed in the United States. If currently completing an associate degree in nursing proof of RN licensure is required by **January 15th** with the spring application and **July 30th** with the fall application.
6. **Employer Documentation:** If an applicant is currently completing an Associate of Nursing Degree, they must participate in a part-time plan of study until three months of nursing practice is obtained. All other applicants document three months nursing practice by submitting a letter from your employer on letterhead with a start date noted.
7. Purchased background check through Castlebranch for permanent state of residence. (Read thoroughly and follow the directions on the Castlebranch student instruction form in your application packet). This is a National Background check in the applicant's current state of residence. The application packet specifies fee amounts to be remitted.
8. Signed consent for background check form for the School of Nursing.
9. If you are a NON-RESIDENT of Kansas, you are required to submit a Kansas Bureau of Investigation Background Check. Complete the attached Kansas Central Repository Certified Record Check Request Form and return it to Kansas Bureau of Investigation, ATTN: Central Repository, 1620 Tyler, Topeka, KS. 66612-1837 along with a check or money order for \$30.00 payable to KBI Record Check Fee Fund. If you have questions about completion of the Certified Record Check Request Form please call 620-235-4431.
10. A personal interview may be required.
11. Application and payment of all fees are applicable for only one academic year.

12. All students will participate in the standardized testing program that includes a pretest and a post test.
13. A grade of C or above is required in all of the following courses and their labs: Anatomy and Physiology, Introduction to Chemistry, College Algebra or Elementary Statistics, Developmental Psychology or Lifespan Human Development, Microbiology, Nutrition, and Introduction to Sociology.
14. 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.
15. 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.
16. Self-report of arrests, convictions or diversions is required. Applicants with a criminal history including past and/or current diversions, misdemeanors, felonies and/or arrests or those for which action is pending will be evaluated on an individual basis with no guarantee of admission. (Those with applications on file or admitted BSN students are required to self-report in writing and within 24 hours any new arrest, conviction or diversion as a condition of progression in the nursing program. Admitted students may be suspended until the action is fully investigated. Progression will be evaluated on an individual basis and continued participation in the program is not guaranteed.) Failure to notify as an applicant or admitted BSN student results in not being admitted, being suspended until legal issue is resolved or dismissal from the program.
17. The Irene Ransom Bradley School of Nursing requires applicants to report on application past and/or current disciplinary action against all licenses, certifications and/or registrations as well as disciplinary action by a state board of/or a governmental agency. (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, or disciplinary sanction from any branch of the military). Those with applications on file or admitted BSN students must report new actions within 24 hours. Admitted students may be suspended until the action is fully investigated. Progression will be evaluated on an individual basis and continued participation in the program is not guaranteed. Failure to notify as an applicant or admitted BSN student results in not being admitted, being suspended until legal issue is resolved or dismissal from the program. If report is necessary, please provide circumstances leading up to the disciplinary action, date of disciplinary action, actual

disciplinary action that was taken and current status of the action. The applicant is required to provide certified, dated copies of disciplinary documents.

RN to BSN applicants will be considered for admission based on both admission requirements and resources available.

NOTE: The Kansas State Board of Nursing and other state nursing boards have specific procedures for reporting both criminal background issues and 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 Pittsburg State University, 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 current license to practice as a Registered Nurse and documentation of current nursing practice.

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, and is not adequate to pursue subsequent courses without receiving School of Nursing approval.

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

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.

Financial Assistance

Nursing students seeking financial aid should contact the Office of Student Financial Assistance. 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 <https://www.pittstate.edu/nursing/>

For further information regarding the nursing program or to make an appointment for faculty advisement, 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 jhudiburg@pittstate.edu

Pittsburg State University
Irene Ransom Bradley
School of Nursing

*“Caring to Make
a
Healthy Difference”*

Irene Ransom Bradley School of Nursing Motto

Like us on Facebook!

**The Irene Ransom Bradley School of Nursing reserves the right to make changes or correct
booklet errors if necessary.**

09/11/2018