CHECKLIST FOR APPLICATION TO LPN-BSN PROGRAM AT ASU

PLEASE BE SURE THAT YOU HAVE COMPLETED EVERY STEP BELOW, AND THAT YOU HAVE ENCLOSED ALL DOCUMENTS BEFORE SUBMITTING YOUR APPLICATION.

Deadline: June 7th for Fall Semester

1. Apply for admission to Arkansas State University (Jonesboro Campus).

2. Apply for admission to the School of Nursing. Complete the application in full. Be sure to sign and date the application form.

3. Request that an official transcript from each institution attended since high school - including ASU (see page 3 of application packet) be sent to your address. Submit these transcripts WITH your nursing application to the School of Nursing (address on application).

4. If you have attended any other institution besides ASU-Jonesboro, you must submit official transcripts to the Office of Admissions.

5. If you have withdrawn, been dismissed, or otherwise not completed another nursing program, obtain a letter of good standing from the director/chair of the program(s) on official school letterhead and send to the School of Nursing.

6. Document work experience for LPN-BSN (complete page 7 of this application packet)

7. Include a copy of your license.

8. Read and sign the Technical Abilities and Skills form (see page 5) and submit with your application.

9. Include schedule showing enrollment of pre-requisites that are not completed.

THANK YOU FOR YOUR INTEREST IN ASU’s BACHELOR OF SCIENCE NURSING PROGRAM.

STUDENTS WILL BE INFORMED BY MAIL OF ACCEPTANCE STATUS. PLEASE DO NOT CALL, THIS ONLY DELAYS THE PROCESS

DO NOT RETURN THIS PAGE WITH APPLICATION.
Students must apply for admission to Arkansas State University – Jonesboro at http://www2.astate.edu/a/student-affairs/admissions/. Contact Office of Admissions & Records at 800-382-3030

Deadline For Applications: Applications material must be postmarked by June 7th. Applications are reviewed after the application deadline and are not reviewed on a first come, first served basis. INCOMPLETE OR LATE APPLICATIONS WILL NOT BE CONSIDERED.

Name ____________________________

ASU ID# ______________

Home Phone _______________ Cell Phone ____________Email Address ____________________________

Local Address __________________________________________

City __________________ State __________ Zip Code __________

Permanent Address (If different from above)

City __________________ State __________ Zip Code __________

Notification of Admission decision should be sent to: (Check One) LOCAL ADDRESS ______ or PERMANENT ADDRESS ________

(If applicant does not indicate choice, notification will be sent to the first address listed above.) NOTE: If your name, address, or phone number changes during application or enrollment, it is your responsibility to notify the School of Nursing and the Office of the Registrar in writing of these changes.

1. Do you have or have you ever had a license as a nurse or other health care professional? Yes____ No____
   (If “Yes”, what type? close a copy of the license with this application)

2. Is your license currently suspended, revoked or on probation or reprimanded for any reason? Yes____ No____ Has your licensed ever been disciplined (revoked, suspended, place on probation or reprimanded) or voluntarily surrendered in any state or jurisdiction? Yes____ No____

3. Have you withdrawn, been dismissed, or otherwise attended but did not complete another Nursing program? Yes_____ No______ (If you marked ‘yes’, you MUST submit a letter of good standing from the director/chair of each nursing program you have attended been withdrawn or dismissed from or otherwise not completed)

4. Do you speak Spanish proficiently? Yes____ No____ For special consideration, you will be tested by the World Language Dept.

5. Were you born in a foreign country? Yes_____ No____ If yes, what country? ____________________

   If you were born in a foreign country, you must take one of the following tests 1) Test of English as a Foreign Language (TOEFL) with a minimum TOEFL score of 83 on the preferred internet-based test (iBT), 570 on the paper-based test, or 213 on the computer-based test; 2) International English Language Testing System (IELTS) with a score of at least 6.5 and a spoken band score of 7; or 3) Pearson Test of English Academic (PTE) with a score of 56. (for further information or exceptions see Nursing website)

Students applying to the nursing program must also apply for admission to Arkansas State University. Contact the Office of Admissions & Records by phone at 870-972-3024. If your Cumulative GPA is below 3.0, and/or you do not have ASU acceptance, please do not submit an application at this time. Readmission or transfers between programs are based on GPA and faculty recommendations.
All applicants will be notified in writing of the decision of the Admissions Committee. NO RESULTS WILL BE GIVEN BY PHONE

APPLICATION MATERIALS: With this application form, applicants must submit the following documents.

(1) Official transcript(s) showing ALL college (including ASU) and other post-high school work completed (i.e., courses taken at technical schools) including grades on courses taken in the last semester of enrollment and evaluation of transfer work. You must request these from EACH institution (including ASU).

(2) Students seeking admission to an ASU nursing program after attending, withdrawing from, or being dismissed from another nursing program will be secondarily considered and MUST submit with their application a letter of good standing from each such nursing program attended. Students who are dismissed from a program for an academic integrity issue will be considered on a tertiary basis.

(3) Copy of licensure

Submit nursing application to: Arkansas State University
College of Nursing & Health Professions School of Nursing
Room 203
State University (Jonesboro), AR 72467

or mail to:
Arkansas State University School of Nursing - BSN Admissions Committee
PO Box 910
State University, AR 72467

ALL APPLICANTS: List all colleges, universities, or other institutions (including ASU) attended since high school, credit hours earned, and degree(s) if applicable:

<table>
<thead>
<tr>
<th>College/University/School</th>
<th># of Credit Hours/Degree</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>_________________________</td>
<td>_________________________</td>
<td>__________</td>
</tr>
<tr>
<td>_________________________</td>
<td>_________________________</td>
<td>__________</td>
</tr>
<tr>
<td>_________________________</td>
<td>_________________________</td>
<td>__________</td>
</tr>
</tbody>
</table>

The Arkansas State Board of Nursing (ASBN) requires a criminal background check for all graduates applying for licensure. Graduating from a nursing program does not assure ASBN's approval to take the licensure examination. Eligibility to take the licensure examination is dependent on meeting standards in the ASBN Nurse Practice Act and Rules. You will be required to sign a statement, before beginning the nursing program, that states you have read and understood ACA §17-87-312 and the specific offenses which, if pleaded guilty, nolo contendere, or found guilty of will make an individual ineligible to receive or hold a license in Arkansas. You can access the information at [http://www.arsbn.arkansas.gov/lawsRules/Pages/nursePracticeAct.aspx](http://www.arsbn.arkansas.gov/lawsRules/Pages/nursePracticeAct.aspx).

I hereby affirm that all information supplied on this application is complete and accurate. I understand that I will not be permitted to enroll in the professional courses in the Bachelor of Science in Nursing (BSN) program without a letter of acceptance into the program. Your signature below also indicates you have read and understand the guidelines of "Abilities and Skills for the Undergraduate Nursing Major.”

Signature of Applicant ___________________________ Date __________

PLEASE KEEP A PHOTOCOPY OF THIS COMPLETED APPLICATION FOR YOUR RECORDS!

Rev. 5/2018
Technical Abilities and Skills for the Undergraduate Nursing Major

Arkansas State University
College of Nursing & Health Professions
School of Nursing

The essential requirements identify the minimum technical abilities and skills required for admission, retention, and graduation of students. Graduates are expected to be qualified to enter the profession of nursing. It is, therefore, the responsibility of the student with disabilities to request those accommodations that he/she feels are reasonable and are needed to execute the essential requirements. Requirements for accommodations must be fully documented.

I certify that I have read and understand the Arkansas State University School of Nursing’s Technical Abilities and Skills requirements for admission, retention, and graduation.

___ I can meet the School of Nursing’s Technical Abilities and Skills requirements

___ I can meet the School of Nursing’s Technical Abilities and Skills with reasonable accommodations. I require:

___ I cannot meet the School of Nursing’s Technical Abilities and Skills

_______________________________________
Student Signature

_______________________________________
Print Name

_______________________________________
Date
Abilities and Skills for the Undergraduate Nursing Major

The professional nurse must possess the knowledge and ability to effectively assess his or her client's biophysical, psychological, social, cultural, and intellectual domains. Further, the professional nurse must competently analyze the assessment data through intellectual processing to arrive at a definition of the client's status or problem, plan independently or collaboratively for full range of therapeutic interventions, execute all or part of the plans through nursing acts, and evaluate the care delivered and the client's responses to it. A candidate for professional nursing must have the abilities and skills necessary for use of the nursing process. These skills and abilities include observations; communication; motor ability; conceptualization; integration and quantification; and behavioral/social acceptability.

Standards and Functional Abilities for the Undergraduate Nursing Major

The School of Nursing affirms that all students enrolled in a nursing program must possess those intellectual, ethical, physical, and emotional capabilities required to undertake the full curriculum and to achieve the levels of competence required by the faculty for safe professional practice.

Technological compensation can be made for some handicaps in certain of these areas, but a candidate should be able to perform in a reasonably independent manner. The use of a trained intermediary is not acceptable, in that a candidate's judgment must be mediated by someone else's power of observation and selection.

<table>
<thead>
<tr>
<th>Standards</th>
<th>Functional Abilities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Critical Thinking:</strong> ability sufficient for clinical judgment.</td>
<td>Identify cause-effect relationship; problem-solve; predict/evaluate outcomes; sequence information.</td>
</tr>
<tr>
<td><strong>Reading:</strong> ability sufficient to comprehend the written word.</td>
<td>Read written documents, graphs, policies, protocols, etc.</td>
</tr>
<tr>
<td><strong>Arithmetic:</strong> ability sufficient to perform computations at least at the tenth grade level.</td>
<td>Measure time; compute medication dosage; count rates; use measuring tools; add, subtract, multiply, divide whole numbers; compute fractions.</td>
</tr>
<tr>
<td><strong>Hearing:</strong> ability sufficient for physical and environmental monitoring.</td>
<td>Auscultate faint body sounds, voices; hear monitor alarms, emergency signals.</td>
</tr>
<tr>
<td><strong>Visual:</strong> ability sufficient for accurate observation and assessment.</td>
<td>Observe patient response/condition: distinguish color and color intensity; prepare medication; see graphs, and computer screens.</td>
</tr>
<tr>
<td><strong>Smell:</strong> ability sufficient to detect environmental and client odors.</td>
<td>Detect foul-smelling odors; detect smoke/gases.</td>
</tr>
<tr>
<td><strong>Physical strength/endurance:</strong> ability sufficient to perform full range of patient care activities.</td>
<td>Stand for long periods of time at bedside; perform nursing care duties for entire shift; push/pull/support light and heavy objects; carry equipment; support patients in ambulation, turning, standing.</td>
</tr>
<tr>
<td><strong>Motor Skills:</strong> ability sufficient to provide safe and effective nursing care.</td>
<td>Position patients; obtain specimens; calibrate instruments/equipment; prepare and administer medication; reach and bend with ease; grasp small objects, write, fine motor skills.</td>
</tr>
<tr>
<td><strong>Mobility:</strong> ability sufficient to move from room to room and within confined space.</td>
<td>Move about in populated areas; twist, stoop, squat; move quickly, administer repetitive movements (CPR).</td>
</tr>
<tr>
<td><strong>Tactile:</strong> ability sufficient for physical monitoring and assessment.</td>
<td>Perform palpation; detect hot/cold; detect differences in skin surface; shapes and sizes.</td>
</tr>
<tr>
<td><strong>Communication:</strong> ability sufficient for interaction with others, in both the verbal and written English language.</td>
<td>Teach; explain procedures; give oral report; speak on the telephone; document and interpret nursing actions and patient responses, and convey information through writing.</td>
</tr>
<tr>
<td><strong>Interpersonal skills:</strong> ability sufficient to interact with others.</td>
<td>Establish rapport with patient, family and coworkers; respect differences, negotiate interpersonal conflict, remain calm in crisis situations.</td>
</tr>
<tr>
<td><strong>Behavioral and Social Attributes:</strong> ability sufficient to possess emotional health required for full utilization of his/her intellectual abilities.</td>
<td>Compassion, integrity, concern for others, interpersonal skills, interests, and motivations are all personal qualities necessary for professional nursing.</td>
</tr>
</tbody>
</table>
The following abilities and skills are necessary to meet the requirements of the curriculum:

**Observations:** The candidate must be able to observe a patient accurately at a distance and close at hand. Observation necessitates the functional use of the sense of vision and tactile sensation. It is enhanced by the functional sense of smell.

**Communication:** The candidate must be able to speak, hear, and to observe patients in order to elicit information; describe changes in mood, activity, and posture; and perceive nonverbal communications. A candidate must be able to communicate effectively and sensitively with patients. Communication includes not only speech but reading and writing. The candidate must be able to communicate effectively and efficiently in oral and written form with all members of the health care team.

**Motor:** Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion, and other assessment maneuvers. A candidate must have sufficient motor skills to gain access to clients in a variety of care settings and to manipulate the equipment central to the treatment of patients receiving professional nursing care. Such actions require coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision. Examples of required fine motor skills would include, but are not limited to, preparation and administration of oral and injectable medications, assessment of vital signs, application of dressings, and insertion of drainage catheters. Examples of required gross motor skills would include, but are not limited to, positioning clients in bed, assisting with ambulation, transferring clients and maneuvering in confined spaces. In addition, the candidate should be able to lift and carry a minimum of 35% of his or her own body weight. Also, the candidate should be able to sit, bend, reach and/or walk and stand for most of the day.

**Intellectual-Conceptual, Integrative, and Quantitative Abilities:** These abilities include measurement, calculation, reasoning, analysis, and synthesis. Problem solving, the critical skill demanded of nurses, requires all of these intellectual abilities. In addition, the candidate should be able to comprehend three-dimensional relationships and to understand the spatial relationships of structures.

**Behavioral and Social Attributes:** A candidate must possess the emotional health required for full utilization of his or her intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the care of patients, and the development of mature, sensitive, and effective relationships with patients. Candidates must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties inherent in the clinical problems of many patients.

The citations for these guidelines are as follows:

**ARKANSAS STATE UNIVERSITY**  
**BACHELOR OF SCIENCE IN NURSING**  

**DOCUMENTATION OF WORK EXPERIENCE**

Student Name: ___________________________  ASU #: __________________

Applicants who complete their LPN/LPTN program less than 12 month prior to application to the BSN program are not required to have work experience. If it has been greater than 12 months since graduation, the applicant must provide proof of work experience reflecting a minimum of 1,000 hours of nursing employment during the past 12-24 months.

<table>
<thead>
<tr>
<th>Date</th>
<th>Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

I hereby attest that I have worked_______ hours or more within the past ______ in the area of Nursing. All hours counted were performed under the direction of a RN, DO, MD, Dentist.

<table>
<thead>
<tr>
<th>Date</th>
<th>Supervisor (RN, DO, MD, Dentist)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Our signature below confirms that__________________________ has completed over _________ hours work within the past _________ months at __________________________ (name of institution).

<table>
<thead>
<tr>
<th>Date</th>
<th>Human Resources Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Program Director’s Signature: _

RETURN THIS FORM WITH APPLICATION