Welcome to the
Aims Community College
Associate Degree Nursing Program
Online Orientation
for
Fall 2017 Admission

Nursing Program State Approval and National Accreditation Information

- Colorado State Board of Nursing (SBON)
  - www.dora.state.co.us/nursing
- Accreditation Commission for Education in Nursing (ACEN)
  - www.acenursing.org

Location
- The Aims Nursing Program Office is located in the Allied Health and Sciences Building, Room 203, on the Greeley campus.

About the Nursing Program
- The Aims Community College Associate Degree Nursing (ADN) Program provides students with the opportunity to learn skills to care for patients of all ages in a variety of healthcare settings.
- In addition to learning technical skills used in providing care, major emphasis is placed on the development of the attributes of critical thinking and professionalism.
- This rigorous program offers theoretical and applied instruction in classroom, simulated laboratories, and clinical settings.
- The ability to synthesize information and then coherently and succinctly communicate the information in written assignments is critical for program success.
- The Nursing Curriculum is a progressive sequence of nursing courses that build upon each other and build on the general education courses.
- Therefore, it is important to understand that retaining knowledge gained in both, your general education courses and nursing courses, is essential for success in the Nursing Program.

Full-Time Commitment
- The Nursing Program schedule is considered full-time.
- Due to the fast pace and heavy academic demands in the Nursing Program outside employment should be carefully considered.
- Clinical rotations vary (days, nights, and/or weekends). The student must make necessary accommodations in order to attend clinical during scheduled timeframes.
- Students are responsible for their own transportation to clinical sites.

Degree Awarded
- Graduates of the Aims Associate Degree Nursing Program earn an Associate of Applied Science (AAS) degree with a Nursing Major
- Graduates are eligible to apply to take the National Council Licensure Examination - Registered Nurse (NCLEX-RN)
Practical Nurse (PN) Option

- After successful completion of the first year of the Program, students may choose to take a summer course to earn a Practical Nurse Certificate from Aims
- A Practical Nurse Certificate will enable the completer to apply to take the National Council Licensure Examination - Practical Nurse (NCLEX-PN)

LPN to ADN

- At this time, Aims does not have an option for the Licensed Practical Nurse (LPN) to earn an Associate Degree in Nursing (ADN) and be eligible to apply to take the licensing examination for the Registered Nurse.

Continuing Education Opportunities

- Students awaiting acceptance into the Aims Nursing Program are strongly encouraged to continue taking additional prerequisite coursework for the Bachelor of Science degree in Nursing (BSN)
- Aims offers two options for students to continue their nursing education:
  - Dual Enrollment with UNC
  - RN to BSN Transition

Aims – UNC Dual Enrollment

- The Aims Community College Nursing Program and University of Northern Colorado School of Nursing have partnered to offer students an option of dual enrollment.
- Students are highly encouraged to take advantage of this opportunity as the local and national trend is progressing to hiring of BSN prepared nurses.
- This program begins the summer prior to beginning the Aims Nursing Program and allows the student to take courses towards a Bachelor of Science Degree in Nursing (BSN) at UNC while completing the Associate Degree Nursing (ADN) Program at Aims. After completion of the ADN the student will have two additional semesters of BSN coursework. Other liberal arts core courses could be required prior to completion of the BSN degree.

RN to BSN Transition

- Another option for students who successfully complete the Aims Associate Degree Nursing (ADN) Program to continue their education and earn a Bachelor of Science Degree in Nursing (BSN) is the RN-BSN Transition option.
- Aims has worked closely with UNC to develop seamless transition into the RN-BSN program.
Aims Nursing Program Prerequisites and General Education Requirements

* BIO 201 Anatomy and Physiology I (4 credits)
* BIO 202 Anatomy and Physiology II (4 credits)
* ENG 121 English Composition I (3 credits)
* MAT 135 Statistics (3 credits)
* HPR 108 Dietary Nutrition (1 credit)
* Considered prerequisite coursework.

BIO 204 Microbiology (4 credits)
PSY 235 Human Growth and Development (3 credits)

Humanities or Social/Behavioral Science or Another Approved Elective (3 credits)

All coursework for the degree must be completed with a grade of “C” or better.

Prerequisite and General Education Coursework Guidelines

- BIO 201, BIO 202, ENG 121, MAT 135, and HPR 108 are considered prerequisite coursework.
- All prerequisites must be completed with a grade of “C” or better by the end of the Spring 2017 semester.
- It is possible for prerequisite coursework to be in progress during the Spring 2017 semester.
- BIO 201, BIO 202, ENG 121, MAT 135, and HPR 108 are considered prerequisite coursework and must be completed by the end of the Spring 2017 semester with a grade of “C” or better.
- If you have prerequisites “in progress” during Spring 2017, at an institution other than Aims, you must submit an official transcript to the Aims Records Department no later than July 1, 2017 to have courses officially transferred into Aims.
- The course(s) must be eligible for transfer into Aims and demonstrate that a grade of “C” or better was earned in all prerequisite coursework in order to remain eligible for Provisional Admission.
- BIO 204 Microbiology and PSY 235 Human Growth and Development must be completed during, or prior to the first semester of the Nursing Program.
- If you delay taking PSY 235 and/or BIO 204 until the fall 2017 semester you will need to register for an online or evening class, because nursing courses will have a varied schedule Monday through Friday, 6:00 am – 3:00 pm. BIO 204 fills up quickly so plan to register early.
- A grade of “C” or better is required for BIO 204 and PSY 235 in order to progress to the second semester of the Nursing Program.
- An approved Humanities or Social/Behavioral Sciences or another approved substitute is not a prerequisite but must be completed with a grade of “C” or better prior to graduation.
Age Limitations for Prerequisite and General Education Coursework

- BIO 201, BIO 202, BIO 204, and MAT 135, may be no older than 7 years at the time the student begins the Nursing Program. Therefore, courses must have been completed after August 2010.
- PSY 235 and HPR 108 may be no older than 7 years at the time the student begins the Nursing Program, unless the student has taken those courses as part of an earned AA/AS/AAS/BA/BS degree from a regionally accredited institution.
- ENG 121 or an equivalent course that is older than 10 years and was taken at another college/university other than Aims Community College may not be eligible for transfer credit unless the student has earned an AA/AS/AAS/BA/BS degree from a regionally accredited institution or taken the Accuplacer Sentence Skills test and received a score of 110 or higher.

Nursing Program Coursework

First Semester:
- NUR 109 Fundamentals of Nursing – 6 credits
- NUR 112 Basic Concepts of Pharmacology – 2 credits
- *BIO 204 Microbiology – 4 credits
- *PSY 235 Human Growth and Development – 3 credits

Second Semester:
- NUR 106 Medical Surgical Nursing Concepts – 7 credits
- NUR 150 Maternal-Child Nursing – 6 credits

Third Semester:
- NUR 206 Advanced Concepts of Medical Surgical Nursing I – 6.5 credits
- NUR 211 Psychiatric-Mental Health Nursing – 4 credits
- NUR 212 Pharmacology II – 2 credits

Fourth Semester:
- NUR 216 Advanced Concepts of Medical Surgical Nursing II – 5 credits
- NUR 230 Transition to Professional Nursing Practice – 4 credits
- *Approved Elective – 3 credits

*It is possible that you may have already completed these courses prior to admission.

Things to Know Before Applying to the Aims Nursing Program

Age Requirement
- Students must be 18 years of age at the time they begin the Nursing Program.

Technical Standards
- Aims Nursing Program has adopted Technical Standards. Candidates for the ADN degree must be able to meet these minimum standards, with or without reasonable accommodations, for successful completion of program requirements.
- Please review the Technical Standards under the Prospective Student tab on the Nursing website.
Background Check and Drug Screens
- All applicants who receive “Provisional Admission” to the Aims Nursing Program must apply and pay for a Background Check and Drug Screens.
- If you have a Disqualifying Offense or fail to secure “Negative/Clear” Drug Screens you will be prohibited from entering the Nursing Program.
- See the list of disqualifying offenses on the “Prospective Student” link on the Nursing website under “Disqualifying Offenses.”
- DO NOT proceed with a Background Check or Drug Screens until you are instructed to do so by the Nursing Office.
- Note: Detection of marijuana is considered a disqualifier.

Clinical Site Requirements
- Clinical sites retain the right to deny a student access to their facility based on the results of additional required fingerprinting, drug screens, and/or background checks. In the event a student is denied access to a clinical site, the student may be unable to complete the course requirements, successfully pass the course, and/or graduate.
- Note: The cost of additional background checks, drug screens, and/or fingerprinting is typically paid for by the clinical agency. However, it is possible that the expense may be the responsibility of the student.
- My Clinical Exchange is a clinical student placement platform that been established by clinical agencies to manage student clinical rotations and compliance. It will be the students responsibility to register and pay for the platform once admitted into the Nursing Program.
- Some clinical sites may require additional documentation. See the list of acceptable documents on the “Prospective Student” link on the Nursing website under “Additional Clinical Requirements.”

Banned from Clinical Site
Please be advised that if you currently are or previously have been enrolled in a program with a clinical component and have been expelled from one of our clinical affiliates, you are expelled from all programs at the College with a clinical component. Any attempt to seek entry, enrollment, or matriculation into these programs after such a dismissal is at your own risk. You will be removed from the program at the time that the expulsion is discovered and all tuition and fees paid to that point shall be forfeited by you. If you have any questions about this particular issue, you are encouraged to contact the program chair prior to enrolling.

Disability Access Services
Students with a documented disability should contact Disability Access Services (DAS) at 970.339.6251 to set up an appointment or email disabilities@aims.edu. Please be aware that before accommodations can be allowed they must be approved through the DAS Office.
Steps to Apply for Admission to the Aims Nursing Program for Fall 2017 Admission

STEP 1

- Apply to Aims Community College by completing an application and submitting it to Admissions, Registration, and Records.
  - Applications are only good for 12 months. If you have a prior application on file and have not attended Aims in the last year, you will need to reapply.
- You can apply to Aims online at www.aims.edu
- Declare “Pre-Nursing” as your major.
- Apply for Financial Aid, if needed.
- Complete Aims Online New Student Orientation
  - This orientation can be found when you log in to your myAims account, click on the Student tab, and click on the New Student Orientation link.
- Assess for college placement or provide transcripts to meet assessment requirements.
- If you plan to register for pre-nursing courses, schedule an advising appointment with an Allied Health advisor. The advisor will help you develop a plan for completing prerequisite coursework.
  - Allied Health Advisors:
    - To make an appointment with Kellie or Janet, please telephone 970.339.6251. One hour appointments need to be scheduled with Allied Health Advisors.
    - Prior to meeting with Kellie or Janet you are required to:
      - Apply for admission to Aims Community College at www.aims.edu
      - Complete the Aims Online New Student Orientation (this can be found when you log in to your myAims account, click on the Student tab, and click on the New Student Orientation link)
      - Assess for college placement or provide transcripts to meet assessment requirements
    - Kellie Richardson, MEd
      - 970.339.6570
      - kellie.richardson@aims.edu
    - Janet Chase, MA
      - 970.339.6284
      - janet.chase@aims.edu
    - Note: Please allow at least 24 hours for a response from the Allied Health Advisors. Offices are located on 2nd floor of the College Center.
STEP 2
- You must complete this mandatory online orientation for Fall 2017 Admission Consideration.
- You must print and sign the required “Mandatory Online Orientation Verification Form for Fall 2017” and submit with Nursing Program application materials.
- Visit the “Prospective Student” link on the Nursing website to print the verification form.
- You must complete and sign the “Aims Nursing Program Application for Fall 2017 Admission Consideration” and submit with Nursing Program application material.
- Visit the “Prospective Student” link on the Nursing website to print the application.

STEP 3
- You must submit unofficial transcripts from all colleges/universities, including Aims, with your Nursing Program application materials that demonstrate completion or current enrollment in BIO 201, BIO 202, ENG 121, MAT 135, and HPR 108 (or approved substitutes).
- Unofficial transcripts must include: name, semester course(s) taken, credits, and grade awarded (if course completed)
- You must submit official transcripts to the Aims Records Department for courses taken at an institution other than Aims for transfer evaluation.
- If you have already completed BIO 204 Microbiology and/or PSY 235 Human Growth and Development and/or an approved 3-credit hour Elective with a grade of “C” or better, these courses should be reflected on the unofficial transcripts you submit to the Aims Nursing Program Office with your Nursing Program application materials.
- A grade of “C” or better is required for BIO 201, BIO 202, ENG 121, MAT 135, and HPR 108.
- BIO 204 and PSY 235 must be completed with a grade of “C” or better in order to progress to the second semester of the Nursing Program.
- No later than July 1, 2017, you are required to submit official transcripts to Aims Records Department demonstrating completion of any prerequisite courses taken at an institution other than Aims.
- A grade of “C” or better is required for all prerequisite coursework.
- Visit the “Prospective Student” link on the Nursing website for information on “Transfer of Academic Credit.”
- All transfer coursework must be evaluated by the Aims Records Department.

STEP 4
- You must submit documentation to the Aims Nursing Program Office of a having a current, state-issued, non-restricted Certified Nurse Aide (CNA) license with your Nursing Program application materials.
- Acceptable forms of CNA license documentation include:
  - A copy of your current CNA license, or
  - A copy of verification from a State Board of Nursing website
STEP 5

- You must submit official, verifiable documentation to the Nursing Program Office of meeting the minimum required scores on the HESI A2 Admission Assessment Exam with your Nursing Program application materials.
- Required HESI A2 minimum scores for Fall 2017 admission:
  - Reading Comprehension: 75%
  - Vocabulary and General Knowledge: 75%
  - Math: 75%
- HESI A2 scores earned between August 2016 and March 23, 2017 may be used to meet admission standards.
- HESI A2 may be taken only one time between August 2016 and March 23, 2017.
- HESI A2 scores for Reading Comprehension, Vocabulary and General Knowledge, and Math must come from the same exam.
- HESI A2 study materials may be found online through https://evolve.elsevier.com/, in the Kiefer Library, and in the Aims Bookstore.
- If HESI A2 is/was taken at a site other than Aims, official, verifiable results from that site and/or HESI must be submitted to the Nursing Program Office with your Nursing Program application materials.
- The HESI A2 may be taken by appointment in the Aims Testing Center. Call 970.339.6562 for an appointment to take the HESI A2.
- The cost of HESI A2 at Aims varies based on whether you are a currently enrolled Aims student.
- Visit the “Prospective Student” link on the Nursing website under “Important HESI A2 Information”

STEP 6

Submit Completed Application Materials for Admission Consideration to the Aims Nursing Program for Fall 2017 between March 1 and March 24, 2017, by 3pm.

- Completed Nursing Program Application Materials must be submitted to the Aims Nursing Program Office, AHS 203, between March 1 and March 24, 2017, no later than 3 pm. No late submissions will be accepted.
  - Signed “Mandatory Online Orientation Verification Form for Fall 2017.”
  - Completed and signed “Aims Nursing Program Application for Fall 2017 Admission Consideration.”
  - All unofficial transcripts demonstrating completion of or current enrollment in in BIO 201, BIO 202, ENG 121, MAT 135, and HPR 108 (or approved substitutes).
    - Unofficial transcripts must demonstrate that completed courses have been completed with a grade of “C” or better.
  - Documentation of a current, state-issued, non-restricted Certified Nurse Aide (CNA) license.
  - Official, verifiable documentation of meeting the minimum required scores on the HESI A2 Admission Assessment Exam.
Ranking and Selection of Aims Nursing Program Applicants

Applications to Aims Nursing Program are evaluated on a two-phase process.

- The first phase is based on the applicant’s HESI A2 scores.
- The second phase consists of a Proctored Hand-Written Response to selected questions.
- Phase 1 and Phase 2 are equally weighted.
- “Provisional Admission” will be granted to applicants with greatest number of points following completion of Phase 1 and Phase 2.

PHASE 1

The number of points an applicant may earn for scores on the HESI A2 are as follows:

- Reading Comprehension:
  - Applicant’s percentage earned X 30%
- Vocabulary and General Knowledge:
  - Applicant’s percentage earned X 50%
- Math:
  - Applicant’s percentage earned X 20%

PHASE 2

Proctored Hand-Written Response

- Components addressed in the Proctored Hand-Written Response questions are:
  - Diversity: Exhibits respect and tolerance toward individuals from various backgrounds and lifestyles.
  - Individual Values: Demonstrates integrity and values compatible with nursing ethics.
  - Motivation: Expresses realistic expectations about nursing school, as well as professional nursing roles and responsibilities.
  - Coping Strategies: Describes personal skills that enable effective functioning under stress.
  - Career Values: Expresses inquisitiveness, critical thinking, and leadership skills.
  - Communication: Effectively articulates written information that is organized and clear, with appropriate grammar and punctuation.

- The Proctored Hand-Written Response will be administered on Thursday, April 6, 2017 from 2 to 4 pm.
- Location of Phase 2 administration will be the Allied Health and Sciences Building on the Greeley campus.
- An email detailing the process of participating in Phase 2 will be sent to the applicant who successfully meets Phase 1 criteria Thursday, March 30, 2017. The email will outline the steps to be taken to participate in the Proctored Hand-Written Response on April 6, 2017.
- Be sure to check your junk mail/SPAM on the evening of March 30, 2017 if you have not received the email in your Inbox.
- Proctored Hand-Written Response scores will not be shared with applicants.
Provisional Admission

- After completion of Phase 1 and Phase 2 of the Fall 2017 Nursing Program application process, applicants who are granted Provisional Admission will receive a certified letter informing them of such.
- Applicants who are not granted Provisional Admission will also receive a certified letter.
- All certified letters will be mailed on May 12, 2017.

Provisional Admission Requirements

Following Provisional Admission the additional requirements must be met:

- If BIO 201 and/or BIO 202 and/or ENG 121 and/or MAT 135 and/or HPR 108 are in progress during the Spring 2017 semester you must:
  - Submit unofficial transcripts to the Nursing Department showing a final grade of “C” or better. This documentation must be submitted to the Aims Nursing Department before 5pm on May 25, 2017 (regardless of whether you were enrolled at Aims or elsewhere).
  - If courses were taken at an institution other than Aims submit an official transcripts to the Aims Records Department by July 1, 2017 verifying that you have completed the courses with a grade of “C” or better and that courses are eligible to be transferred into Aims.
- The applicant granted Provisional Admission must sign the “Technical Standards Acknowledgement” form.
- Provide a “cleared” Background Check and “negative or cleared” Drug Screens. Do not order until notified of Provisional Admission.
- Documentation of the following:
  - MMR – 2 vaccines or proof of immunity via three (3) titers for Measles, Mumps, and Rubella
  - Varicella – 2 vaccines (at least 4 weeks apart) or proof of immunity via a titer. A doctor’s note attesting you have had Varicella/Chickenpox will not suffice.
  - Hepatitis B – 3 vaccines or proof of immunity via a titer or a signed Declination Form
  - Tetanus, Diphtheria, and Pertussis (Tdap) – less than 10 years old
  - Influenza – will be required during the Fall 2017 semester. DO NOT receive this vaccination until instructed to do so.
  - Documentation of 2 negative Tuberculosis SkinTests/PPDs within the designated dates. A chest x-ray and/or a note from a physician may be required.
- Current American Heart Association (AHA) BLS
  - Healthcare Provider CPR card. Only AHA CPR certification will be accepted. The certification must be in valid through June 2018 or you must recertify.
Graduation Requirements

- In order to graduate from Aims Community College with an AAS degree with a Nursing Major and be eligible to apply to take the registered nurse licensing examination you must complete all courses required for the degree with a grade of “C” or better and meet all requirements established by the College for graduation eligibility.
- It will be your responsibility to apply for your degree and the licensing examination within the deadlines set by the College and the Colorado State Board of Nursing.
  - Please note: The cost of the licensing examination is the responsibility of the graduate and is not included in tuition and fees.

Steps to Apply for Fall 2017 Admission Consideration - Review

The following must be completed and submitted to the Aims Nursing Program Office, AHS 203, between March 1 and March 24, 2017 by 3pm. No late submissions will be accepted.

- Signed “Mandatory Online Orientation Verification Form for Fall 2017.”
- Completed and signed “Aims Nursing Program Application for Fall 2017 Admission Consideration.”
- All unofficial transcripts demonstrating completion of or current enrollment in BIO 201, BIO 202, ENG 121, MAT 135, and HPR 108 (or approved substitutes).
  - Unofficial transcripts must demonstrate that completed courses have been completed with a grade of “C” or better.
- Documentation of a current, state-issued, non-restricted Certified Nurse Aide (CNA) license.
- Official, verifiable documentation of meeting the minimum required scores on the HESI A2 Admission Assessment Exam in the following areas:
  - Reading Comprehension – 75%
  - Vocabulary and General Knowledge – 75%
  - Math – 75%

Best wishes in your educational endeavors!