

**Advanced Standing in Nursing  
For LPNs Who Are Currently Licensed in MD**

***LPN PATHWAY  
SEQUENCE***



**Leading to the  
Associate of Arts Degree in Nursing  
And Licensure as a Registered Nurse**

**For more information:**

**<http://www.howardcc.edu/admissions/apply/alliedhealth/lpnpathways.html>**

**Allied Health Information Line: (443)518-4230**

**e-mail: [alliedhealth@howardcc.edu](mailto:alliedhealth@howardcc.edu)**

# LPN PATHWAY SEQUENCE PROGRAM

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## **PROGRAM DESCRIPTION AND OVERVIEW**

The LPN Pathway Sequence is designed for licensed practical nurses who are **currently licensed in the state of Maryland** (must hold an active unencumbered Maryland license or compact state Maryland license) and who meet certain qualifications:

1. Have successfully completed all prerequisite courses, with the appropriate grades and GPA

### **AND**

2. Have successfully completed an LPN Pathway Entrance Exam

The LPN Pathway curriculum option is a mechanism which allows the licensed practical nurse who meets the above criteria to bypass the first two semesters of nursing courses in Howard Community College's Associate of Arts Degree in Nursing (RN) Program. Students enter a specially designed course in the Spring, Summer or Fall and, upon passing that course, enter the second year of the program. The specially designed course, NURS-103: Transition into Nursing II, includes content not usually found in LPN programs. Both the theory and clinical experiences are meant to help students bring their knowledge and skills up-to-date and be ready to enter the second year without repeating the basics that they already know. NURS-103 is taught as a Campus Web course, which combines classroom interaction with the use of online resources. Students may use computers in the Nursing Study Lab, campus computer lab, or their home computer with Internet access to complete online course activities.

The Associate of Arts Degree in Nursing (RN) Program at Howard Community College is approved by the Maryland Board of Nursing and accredited by the National League for Nursing Accrediting Commission. Successful completion of the program and a passing score on an exit exam will lead to eligibility to be considered by the Board of Nursing to take the National Council Licensing Examination for Registered Nurse licensure. Each student who graduates from the program must complete all of the required nursing and other academic courses. However, there are mechanisms which can be used to gain some of the credit. The method by which we are able to grant credit for past LPN experience and education is a combination of an entrance exam and transition course, NURS-103, which lead to transfer credit for the first year of the Registered Nursing Program. This method allows students to demonstrate their background experience and knowledge and validate it so that it can be transformed into college credit.

## **CLINICAL COURSE SEQUENCE\***

<b>Term of Entry to NURS-103</b>	<b>NURS-234 and NURS-235</b>	<b>NURS-240</b>
Spring 2012	Fall 2012	Spring 2013
Summer 2012	Fall 2012	Spring 2013
Fall 2012	Spring 2013 (day only)	Fall 2013 (day only)

**NURS-230**, Trends in Nursing, may be taken in Fall, Winter, Spring or Summer following successful completion of NURS-103, but no later than the last semester of the program (NURS-240).

\*Course numbers are subject to change.

**Success in the LPN Pathway program requires an extensive time commitment.** It is important to emphasize that the program is very demanding and involves considerable on and off campus preparation time, in addition to scheduled class and clinical hours. The Nursing Department estimates that the amount of time that students must devote to the LPN Pathway Sequence is what they would put into a 40 hour a week job.

Although it is possible to complete the clinical component of the program in one year, the time required to complete prerequisites and other academic courses (co-requisites) differs widely for students depending upon other individual commitments. Students who have major family or work responsibilities or who can only attend evening classes must consider completing the program over a longer period of time than students who do not have other commitments. An academic advisor will be able to help you plan a coursework sequence that will fit your time constraints. It is highly recommended that you complete all co-requisite coursework before you begin the clinical nursing classes. Even if you have completed all prerequisites and co-requisites for the LPN Pathway Sequence, it is strongly recommended that you limit your working hours to 20 hours per week or less while completing clinical classes.

### **IMPORTANT NOTE ABOUT CLINICAL SCHEDULING**

NURS-103: Transition into Nursing II is offered only on a daytime schedule. However, applicants for the LPN Pathway Sequence may apply for the Day or Evening/Weekend options of NURS-234/235 for the Fall semester. Students who have been accepted into NURS-103 do not find out if they will be given a space in the Day or Evening/Weekend options of NURS-234/235 until shortly before the semester begins. In the spring, NURS-234/235 are available only as a Day option.

Due to the growth of HCC's Nursing Program, and programs statewide, the Nursing Education Program is no longer able to guarantee that all clinical rotations will be held within the selected option. This is necessary to ensure adequate and appropriate clinical experiences.

### **LICENSURE INFORMATION**

Successful completion of all courses in the LPN Pathway Sequence will lead to eligibility to be considered by the Board of Nursing to sit for the National Council Licensing Examination for Registered Nurse licensure. By law, the Board may deny admission to sit for licensure for a variety of reasons. These include conviction of a misdemeanor or felony, if the offense bears directly on the fitness of the person to practice nursing.

### **ADMISSION POLICIES AND PROCEDURES**

The following steps are the admissions policies and procedures currently in place for the LPN Pathway Sequence. **These policies and procedures are subject to change based on state law, licensing requirements, reaccreditation guidelines, clinical site requirements and other factors for which the college determines that changes are in the best interests of the programs and students.**

Admission to Howard Community College's LPN Pathway Sequence involves several steps:

- a) Submit an application for general admission to the college.
- b) Attend an LPN Pathway information session (recommended).
- c) Complete placement testing for English and math.
- d) Complete the LPN Pathway Entrance Exam (HESI LPN-RN Mobility Exam).
- e) If applicable, submit official transcripts from previous institutions along with HCC's Transcript Evaluation Request Form.
- f) Complete all prerequisite coursework.
- g) Apply for admission to clinical nursing coursework, including verification of legal residency and active unencumbered licensure as an LPN in Maryland (or compact state).

Admission to clinical coursework is selective. Students must satisfy very specific criteria, in addition to general admission, to qualify for admission to the clinical component of the program.

## GENERAL ADMISSION TO HOWARD COMMUNITY COLLEGE

Before you begin taking courses at Howard Community College, you must first apply for general admission to the college through the Office of Admissions and Advising (RCF-242). Admission to the college does NOT guarantee admission to NURS-103 or any other clinical nursing course. The following items are required for general college admission:

- Howard Community College Application for Admission, declaring the LPN Pathway Sequence (#08C) as your learning program. You can apply online or download an application from the college website: [https://www.howardcc.edu/admissions/apply\\_online.html](https://www.howardcc.edu/admissions/apply_online.html)
- \$25.00 application fee
- Proof of home address
- Proof of immigration status, if applicable

## INFORMATION SESSIONS AND ADVISING

Howard Community College offers information sessions for the LPN Pathway Sequence Program. Dates for these sessions are posted on HCC's website. Go to: <http://www.howardcc.edu/admissions/apply/alliedhealth/lpnpathways.html>. Contact the Office of Admissions and Advising (RCF-242) by phone (443-518-4230) or e-mail [alliedhealth@howardcc.edu](mailto:alliedhealth@howardcc.edu) to register. After attending an information session, students should meet individually with an HCC Nursing/Allied Health admissions advisor to review the admissions process and required coursework and testing. Please refer to the Howard Community College website for information on the current schedule of office hours for the Office of Admissions and Advising: [http://www.howardcc.edu/admissions/Contact\\_Admissions/Index.html](http://www.howardcc.edu/admissions/Contact_Admissions/Index.html).

## PLACEMENT TESTING

Detailed information regarding the placement tests is available online and through the Office of Admissions and Advising (RCF-242). You can access Placement Test information online: <http://www.howardcc.edu/admissions/advising/testcenter/placement.html>

### English Placement Test

All prospective nursing students are required to take the college's English placement test, including those students who have already completed college-level English courses elsewhere or those who have taken standardized exams, such as the SAT or AP exams. Students who have earned a U.S. Bachelor's degree from an accredited institution are exempt from this placement test.

Students who place into developmental English courses and have no prior college-level English coursework must complete all required developmental courses with a grade of "C" or better as a part of their prerequisites for applying for the LPN Pathway Sequence. Students may retake the test once to attempt a higher placement.

Students who have taken college-level English at another institution and place into developmental English courses at HCC may choose to take the developmental coursework *or* may choose to take a college-level English course to complete the requirement. Students must meet with an advisor to discuss their placement test results.

In each of these cases, students must earn a grade of "C" or better in the above English coursework. Any required English coursework must be completed as a prerequisite before applying for the LPN Pathway Sequence.

### Math Placement Test

Students who have not completed an approved college-level math core course or submitted appropriate scores from SAT or AP exams must take HCC's math placement test. Students may retake the test once to attempt a higher placement.

Students who place into developmental math must complete the developmental math sequence as well as one approved college-level math core course (MATH-122, MATH-138, MATH-141 or higher). All math courses must be completed with a grade of “C” or above.

## **LPN PATHWAY ENTRANCE EXAM**

In order to be eligible for admission to the LPN Pathway Sequence Program, students must receive a score of at least **750** or a composite score of **70%** on the HESI LPN-RN Mobility Exam. This exam is offered several times each year and students must register for it at least two weeks in advance. Please consult the HCC website, <http://www.howardcc.edu/admissions/apply/alliedhealth/testing.html>, for testing dates, fee information and the exam registration form or see a nursing advisor in the Office of Admissions and Advising for more information about this requirement. *(Please note that the minimum passing score and fee are subject to change.)*

## **CREDIT FOR PRIOR LEARNING**

Students may be eligible to receive credit for prior learning. Official transcripts, along with a completed Official Transcript Evaluation Request Form, must be submitted to the Office of Admissions and Advising (RCF-242). Transcript Evaluation Request Forms can be requested from the Office of Admissions and Advising and can be downloaded or submitted online by going to: <http://www.howardcc.edu/admissions/forms/index.html> (see Important Forms).

You will be billed a \$15.00 transcript evaluation fee once your evaluation has been completed. Students must submit a Howard Community College Application for Admission and declare the LPN Pathway Sequence as their learning program (program code #08C) before their transcripts will be evaluated.

## **REQUIRED COURSEWORK**

### **PREREQUISITE COURSES**

The following courses must be completed with an overall 2.0 GPA to achieve eligibility for the LPN Pathway program:

- All required developmental (or college-level) English coursework into which a student places
- ENGL-121: College Composition I, Expository Writing
- MATH-122, MATH-138 or higher (MATH-141 or MATH-138 are recommended)
- BIOL-107: Fundamentals of Microbiology or BIOL-200: Microbiology
- CHEM-103: Fundamentals of General Chemistry or CHEM-101: General Inorganic Chemistry I
- BIOL-203: Anatomy and Physiology I
- BIOL-204: Anatomy and Physiology II
- HMDV-200: Life Span Development
- PSYC-101: General Psychology

All science, math, and required developmental (or college-level English) courses must be completed with a grade of “C” or higher. A minimum GPA of 2.0 in **all** HCC coursework is required for admission. **Please note that science courses taken elsewhere with online labs may not transfer to HCC.**

### **CO-REQUISITE COURSES**

The courses listed below are also required to complete the Associate in Arts Degree in Nursing. It is highly recommended that you complete these courses before you begin NURS-103. If you do not, you must take these courses along with your clinical nursing classes.

- SOCI-101: Introduction to Sociology
- Two core courses taken in two of the following three areas: Humanities, Arts or Literature

## TIME LIMITS ON SCIENCE COURSES

Anatomy and Physiology I and II (BIOL-203 and 204) must be completed no more than five years prior to the term of entry for which a student is applying. If your Anatomy and Physiology courses are over five years old, you must either successfully retake the expired course(s) prior to applying to the nursing program or take the HCC competency exam to demonstrate mastery of this material. To be eligible for the competency exam, a student's original course must have been completed with a grade of C or higher at an accredited institution and the course content must be equivalent to HCC's content. Upon passing the competency exam(s), credit will be granted for a student's original Anatomy & Physiology course(s). Students must submit the "Request to Take Anatomy and Physiology Competency Exams" form, available at the Office of Admissions and Advising (RCF-242) or online at <https://www.howardcc.edu/admissions/forms/index.html> (see Important Forms). Students may only take a competency exam one time.

Microbiology and Chemistry courses must be completed no more than ten years prior to the term of entry for which a student is applying. If your Microbiology or Chemistry course is over ten years, you will need to successfully retake the expired course(s). Competency exams are not available for Microbiology and Chemistry; however, a CLEP exam is available for Chemistry.

## CLINICAL APPLICATION INFORMATION

Applicants must adhere to the timetable below. **To be eligible to apply, you must have completed or be registered for your final prerequisite courses at the time you submit the supplemental application.** The date on which your supplemental application is submitted has no bearing on your acceptance into the program as long as the application is submitted by the deadline date.

Completion of Prerequisite Courses and Entrance Exam	Term of Entry to NURS-103	Application Deadline
Summer 2011 or Fall 2011	Spring 2012	November 15, 2011
Winter 2012 (by Feb. 1, 2012)	Summer 2012	February 15, 2012
Spring 2012	Fall 2012	April 15, 2012

You can obtain an LPN Pathway Sequence Supplemental Application from the Office of Admissions and Advising (RCF-242) or online: <http://www.howardcc.edu/admissions/apply/alliedhealth/lpnpathways.html>. You may also call the Allied Health Information Line at (443)518-4230 or e-mail [alliedhealth@howardcc.edu](mailto:alliedhealth@howardcc.edu), to request an application. A non-refundable \$25.00 application fee must be submitted with the LPN Pathway Sequence Supplemental Application.

When you submit your LPN Pathway Sequence Supplemental Application, you must submit photocopies of any two of the following forms of verification of your legal address:

- Utility bill with applicant's name
- Bank statement with applicant's name
- Your Voter Registration Card
- Motor Vehicle Registration Card with applicant's name
- Your Maryland State Income Tax Form
- A letter verifying lease agreement on rental company letterhead or mortgage statement on company letterhead

You will also need to submit a copy of your current Maryland Practical Nurse license along with the supplemental application. **You must be currently licensed as a practical nurse in Maryland to be eligible to apply for NURS-103.** Students must have an active unencumbered Maryland license or a compact state Maryland license.

Students are responsible for ensuring that the Office of Admissions and Advising has received their supplemental application. There is no guarantee that a student who has submitted an application will be accepted.

Students must indicate if they are applying for the Day or Evening/Weekend Option for NURS-234/235. NURS-103 is currently offered during the daytime only.

## **ACCEPTANCE INTO PROGRAM**

**Students must have completed or be registered for their final prerequisite courses, have received a passing score on the entrance exam, and have submitted documentation of Maryland Practical Nurse licensure by the published application deadline for their requested term of entry in order to be eligible for admission.**

Prerequisite courses must be completed with the appropriate grades and overall GPA. Submission of an application and completion of all requirements does NOT guarantee acceptance into the LPN Pathway Sequence.

## **ORDER OF ELIGIBILITY FOR ADMISSION**

1. Qualified applicants from the previous term's waiting list will be admitted first.
2. Qualified applicants who have completed all requirements by the application deadline for their requested term of entry will be admitted next. These applicants are selected for admission based on a series of lotteries as outlined below:
  - Howard County residents are selected first
  - In-state, out-of-county residents are selected next
  - Out-of-state residents are selected next
  - International citizens (F-1 students are not currently eligible to apply) are selected next

## **HEALTH REQUIREMENTS**

Students admitted to the clinical portion of the LPN Pathway program are required to complete specific health requirements before beginning those clinical courses. Students must earn American Heart Association Healthcare Provider CPR certification, provide documentation of immunizations as specified by the Nursing Department, and have a physical examination. Once students are accepted into the nursing program, they are provided a Health Form which must be completed by a healthcare provider and returned to the Health Sciences Division Office.

## **CRIMINAL BACKGROUND CHECK AND DRUG SCREENING**

All students enrolled in clinical portions of HCC's allied health programs are required to obtain a criminal background check and drug screening through the authorized services of Pre-Check, Inc. Students should not order this background check or drug screening until instructed to do so by a college official. The cost for these services must be paid by the student directly to Pre-Check, Inc.

Based on the criminal background check and drug screening, the clinical agency to which the student has been assigned will grant approval or disapproval for the student to attend clinicals at that site. Clinical agencies have the right to deny access to any student whose criminal background check does not meet their acceptable minimum standards. Students who have been deemed ineligible by the agencies affiliated with the course may not be able to progress to completion in the selected program of study.

Additional information regarding health certifications, criminal background checks and drug screening will be provided at the time of admission to clinical programs.

## **FINANCIAL INFORMATION**

Nursing is currently considered a **Health Manpower Grant Program**. Legal residents of Maryland who declare nursing as their learning program may be entitled to in-county tuition rates. Verification of the student's legal address is required. Other procedures apply for non-Maryland residents. Though all legal residents of Maryland may enjoy this tuition benefit, Howard County residents have initial preference for admission. **Please note that tuition benefits from the Health Manpower Grant Program are subject to change.**

For the 2011-2012 academic year, in-county tuition is \$119/credit. The Consolidated Fee is \$19.93/credit. The course costs below include in-county tuition, consolidated fees, and course fees. Figures are estimates only and are subject to change. Students will incur additional costs for any necessary developmental English and/or math courses, as well as for books each semester.

### **ESTIMATED PROGRAM COSTS (2011-2012)**

	<b>LPN Pathway Sequence</b>
General Application	\$25
Nursing Application	\$25
Equipment	\$80
Uniform	\$250
Criminal Background Check/Drug Screening	\$100
LPN Pathway Entrance Exam	\$65
Prerequisite Science/Math Courses	\$2862
General Education Courses	\$2611
Nursing Courses	\$3690
<b>Approximate Total Cost</b>	<b>\$9708</b>

### **PAYING FOR COLLEGE**

HCC offers financial assistance to nursing students through a variety of sources. Students may apply for financial aid from federal and state agencies. Financial aid from these sources includes grants, loans, and work study programs. To determine eligibility for these funds, students must complete both the Free Application for Federal Student Aid (FAFSA) and HCC's financial aid application by March 1. Students may also apply for nursing scholarships directly through HCC, the state of Maryland, and for tuition remission programs through local hospitals.

HCC recognizes that interested students may need more information about paying for college. The college has many services to help students manage college costs, including financial aid and a tuition payment plan. To find out more please visit our Pay for College website: [www.howardcc.edu/pay](http://www.howardcc.edu/pay).

## Appendix 1

### LPN PATHWAY SEQUENCE CURRICULUM

<b>PREREQUISITE COURSES</b>			
<b>Course Number</b>	<b>Course Name</b>	<b>Credits</b>	<b>Suggested Semester</b>
BIOL-107	Fundamentals of Microbiology (or BIOL-200)	4	Prerequisite
CHEM-103	Fundamentals of General Chemistry (or CHEM-101)	4	Prerequisite
BIOL-203	Anatomy and Physiology I	4	Prerequisite
BIOL-204	Anatomy and Physiology II	4	Prerequisite
MATH-122 or MATH-138 or MATH-141 or higher	Ideas in Math or Statistics or College Algebra or higher	3-4	Prerequisite
HMDV-200	Life Span Development	3	Prerequisite
ENGL-121	College Composition I: Expository Writing	3	Prerequisite
PSYC-101	General Psychology	3	Prerequisite

<b>CO-REQUISITE COURSES*</b>			
Humanities, Arts & Literature Core*	Humanities, Arts or Literature Core Course	3	Co-requisite of NURS-234 NURS-235
SOCI-101	Introduction to Sociology	3	Co-requisite of NURS-234 NURS-235
Humanities, Arts & Literature Core*	Humanities, Arts or Literature Core Course	3	Co-requisite of NURS-240

\*One core course from two different core areas

#### **REQUIRED COURSES RELATED TO MAJOR**

<b>Course No.</b>	<b>Course Name</b>	<b>Credits</b>	<b>Spring Entry</b>	<b>Summer Entry</b>	<b>Fall Entry</b>
NURS-103	Transition into Nursing II	6	Spring	Summer	Fall
NURS-230	Trends in Nursing	1*			
NURS-234 NURS-235	Family Centered Nursing II Nursing Care of Patients in Community & Mental Health Settings	4 4	Fall Fall	Fall Fall	Spring Spring
NURS-240	Medical-Surgical Nursing II	8	Spring	Spring	Fall

\*NURS-230, Trends in Nursing, may be taken in Fall, Winter, Spring or Summer following successful completion of NURS-103, but no later than the last semester of clinical courses (NURS-240).

**Due to the demanding nature of the clinical coursework in the Nursing program, it is strongly recommended that you complete the co-requisite classes prior to beginning NURS-103.**

## Appendix 2

### **LPN PATHWAY SEQUENCE PROGRAM CHECKLIST**

To be eligible for the LPN Pathway Sequence Program, which begins with NURS-103, you must hold an active unencumbered Maryland or compact LPN license. This license must remain active throughout the program.

In order to submit an LPN Pathway Sequence Supplemental Application, you must complete the following requirements:

- \_\_\_1. Complete and submit Howard Community College's Application for Admission to the Office of Admissions and Advising (RCF-242). A \$25 application fee is required. Declare LPN Pathway Sequence (code number 08c) as your learning program. Submission of an HCC Application for Admission does not guarantee admission into the LPN Pathway Sequence Program.
- \_\_\_2. Request official college transcripts from previous postsecondary institutions and submit an Official Transcript Evaluation Request Form to the Office of Admissions and Advising. You will be billed a \$15 Transcript Evaluation fee upon completion of the evaluation.
- \_\_\_3. Take HCC's English placement test. This is a requirement for ALL prospective nursing students, even those who have already completed college-level English courses at an institution other than HCC. Students who have earned a U.S. bachelor's degree from an accredited institution are exempt from taking the English placement test. The placement test may be taken twice. Scores are valid for two years.
- \_\_\_4. Place into ENGL-121 on HCC's English placement test or complete all required developmental English courses with grades of C or better. Students who place into developmental English courses and have transferred college English courses to HCC must see a nursing advisor to determine English course requirements.
- \_\_\_5. Complete MATH-122, MATH-138 or higher (MATH-141, College Algebra, or MATH-138, Statistics, is recommended).
- \_\_\_6. Complete BIOL-107 or BIOL-200 (Microbiology, 4 credits with lab) within 10 years of entrance to the LPN Pathway Sequence Program.
- \_\_\_7. Complete CHEM-101 or CHEM-103 (Chemistry, 4 credits with lab) within 10 years of entrance to the LPN Pathway Sequence Program.
- \_\_\_8. Complete BIOL-203 (Anatomy and Physiology I) and BIOL-204 (Anatomy and Physiology II), each 4 credits with lab, within 5 years of entrance to the LPN Pathway Sequence Program.
- \_\_\_9. Complete HMDV-200 (Life Span Development).
- \_\_\_10. Complete ENGL-121 (College Composition I).
- \_\_\_11. Complete PSYC-101 (General Psychology).
- \_\_\_12. Pass the LPN Pathway Entrance Exam (HESI LPN-RN Mobility Exam).
- \_\_\_13. Complete and submit the LPN Pathway Sequence Supplemental Application with a \$25 application fee. You must have completed or be registered for your final prerequisite courses at the time that you submit the supplemental application. Submission of the supplemental application and completion of all prerequisites, testing and other requirements does NOT guarantee acceptance into the program.

**Applicants must have an overall 2.0 GPA in prerequisite and co-requisite college courses to be eligible for NURS-103. All science, math, nursing, and required developmental (or college-level English) courses must be completed with a grade of "C" or higher. An overall GPA of 2.0 in all HCC coursework is required.**