

**Dumke College of Health Professions
SCHOOL OF NURSING**

APPLICATION
FOR
ADMISSION
- FALL 2012 -

OUTREACH ONLINE RN
RN (Registered Nurse)-Associate Degree (AS):

Please note: This application packet is for individuals who would like to apply to the 2 year Outreach Online RN program for fall 2012. Please note that the Outreach Online RN program only admits students every other year (Fall 2012, Fall 2014 ...). Applicants may apply to only one program for the Weber State University School of Nursing for Fall 2012 (Can not apply to the WSU-Ogden or WSU/USU - Logan program if applying to this one.). If an applicant applies to more than one WSU School of Nursing Program for fall 2012 then all applications will be considered unqualified and will not be reviewed. It is recommended if you have questions to contact the Admissions Advisement Office at healthprofessions@weber.edu or 801-626-6136.

If you are already a PN (Practical Nurse) or currently finishing a PN program, **DO NOT FILL** out this application packet. There are different time lines, application requirements, etc., for the PN to RN Program. All PN students, or currently practicing PN's, should consult the DCHP Admissions Advisement Office for further advisement related to the PN to RN Program at healthprofessions@weber.edu or 801-626-6136.

November 1, 2011

Dear Applicant:

We are pleased to hear of your interest in the Weber State University (WSU), Dr. Ezekiel R. Dumke College of Health Professions (DCHP) School of Nursing. We are proud of our program graduates and the invaluable service they provide to their communities. The WSU School of Nursing offers several options for entry and completion of the program. However, before making a decision to enter a particular program option, we feel it is very important for students to have a clear understanding of the requirements and outcomes of their choice.

Advisors are available to answer any questions you may have concerning the programs in the School of Nursing. They may be reached at healthprofessions@weber.edu or 801-626-6136. We look forward to working with you in completing your application process and would like to offer the following guidelines to ensure proper processing:

- Please read the enclosed information carefully. This packet contains **ALL** mandatory application requirements and deadlines.
- Submit all requested information prior to 4:30 pm of the posted application deadline. **Application packets that do not contain all the required information will be considered incomplete and will render your application unqualified.** Only on-time and **COMPLETED FILES ARE SENT TO BE REVIEWED FOR SELECTION CONSIDERATION.** (Please see the application requirement sheet for further details.)

Again, we are pleased that you are interested in the WSU School of Nursing and encourage you to contact our advisors if you require assistance in the application process. We look forward to the opportunity of meeting you.

Sincerely,

Susan B. Thornock

Susan B. Thornock, Ed.D (c), RN
Interim Chair, School of Nursing
Weber State University

WEBER STATE UNIVERSITY (WSU) SCHOOL OF NURSING
APPLICATION REQUIREMENTS FOR THE FALL 2012 RN Outreach Online Program - (AS / 2 yr) Associate Degree

As an applicant seeking admission into the RN Program at WSU, please use the following directions when compiling your application packet. **CAREFUL ATTENTION TO THESE DIRECTIONS WILL ENSURE SUBMISSION OF A COMPLETE FILE**, thus enabling your potential selection as a student in the nursing program. We wish you every success! Should you have any questions concerning application procedures, PLEASE check with an Admissions Advisor at 801-626-6136; 1-800-350-7042 (in state); or healthprofessions@weber.edu.

PLEASE NOTE: If you are a PN or currently in a PN program and want to apply for your 2nd year (PN to RN), **then this is the wrong application**. PN to RN application information is available by calling 801-626-6136 or e-mail healthprofessions@weber.edu. You may have received this application in error and application and time lines are different for the PN to RN Program.

Both application requirements (listed below) have to be met by the application deadline to be eligible to apply. If you do not meet both requirements for the RN program, then you are encouraged not to apply until you meet the minimum application requirements. Re-applicant points are only awarded to those re-applicants that meet the two minimum requirements from the previous year.

APPLICATION ELIGIBILITY REQUIREMENTS for the RN Program:

Must be **completed and posted** prior to the **March 1, 2012 application deadline**. See applicant checklist for additional information.

RN - Registered Nurse 2 year/4 semester Associate Degree (A.S.)

- 1) Nine (9) or more credit hours completed from the **PREREQUISITES** and the **Additional Nursing Support Courses** list (excluding CNA). Of the nine (9) credit hours at least **one** of the **4 science courses** listed in the "Science Options" must be completed by the application deadline. See applicant checklist or brochure for a listing of courses.
- 2) Cumulative GPA of 3.0 or higher (only applicants who have a 3.0 or higher CUM GPA from all "regionally accredited" colleges or universities and meet application requirement number 1 (listed above) will be considered for selections.

- Step 1 **You must apply for formal admission to WSU:** Make application to WSU by calling 1-801-626-6743 and request an admissions form or visit www.weber.edu and apply on-line. A separate \$30.00 application fee is required for the WSU Admissions. Applying to WSU is an essential part of applying to the nursing program. If you are already admitted to WSU, then you do not need to reapply. If you were admitted previously but never attended WSU, then please check with the Admissions Office directly to check on your admissions status. Admission to WSU does not need to take place prior to the March 1, 2012 deadline. However, admissions to WSU should take place within several weeks of applying for the nursing program. **THE SOONER THE BETTER!** Official copies of all transcripts should be sent to WSU Admissions.
- Step 2 **YOU CAN APPLY TO ONLY ONE WSU SCHOOL OF NURSING PROGRAM FOR FALL 2012.** If an applicant applies to more than one WSU School of Nursing Program then all applications for that applicant will be considered ineligible and will not be reviewed. This application packet is for the WSU RN Outreach Online program for Fall 2012.
- Step 3 **NURSING APPLICATION FEE of \$25.00** is due with the School of Nursing Application. Cashiers check or money order must be made payable to Weber State University. Personal check or cash will not be accepted. This is a **NON-REFUNDABLE APPLICATION FEE**.
- Step 4 **Submit a COPY (may be a photocopy) OF ALL HIGHER EDUCATION ACADEMIC TRANSCRIPTS FROM "REGIONALLY ACCREDITED" COLLEGES OR UNIVERSITIES WITH YOUR NURSING APPLICATION.** Although you may have already submitted an Official Copy to the WSU Admissions Office, it is essential that all applicants submit a copy of all transcripts with this application packet. They can be "official transcripts" or photo copies, printouts from the institution website, etc. This is true even if you are already a current WSU student. You will need to print off a copy of your transcript from the website or pick one up from the records office. Applicants bear the responsibility to provide all transcripts and failure to do so, will render your application unqualified.

Please note that equivalent courses from other colleges or universities may need to be discussed with DCHP Admissions Advisement at healthprofessions@weber.edu. It should not be assumed that any course will be accepted by the nursing program. Transfer credit, especially Advanced Placement (AP) and CLEP credit must be properly recorded through the WSU Admissions Office. It is the responsibility of every applicant to make sure this happens.

PLEASE TURN OVER →

- Step 5 For application item #10, please provide a photocopy of your CNA completion document if you have completed state approved CNA course or a copy of your certificate or re-certification letter if you have passed the State CNA Exam. All applicants who receive admission to the RN Nursing Program will be required to show documentation of completing a state approved CNA course prior to the start of the program. It must be a current CNA course, certificate, or re-certification letter. Current is defined as two years old or newer.
- Step 6 For application item #11, please provide a list (on a separate page) of any work experience as a CNA. Other healthcare work experience can also be listed.
- Step 7 For application items #15 & 16, please provide additional page(s) and thoughtfully present your remarks using a word processor.
- Step 8 **I have read the RN (Associate Degree) “Applicant Checklist” that is considered to be part of this application packet.** The applicant checklist should have been mailed or picked up as part of this application packet. If not, the applicant checklist (which discuss the prerequisites and nursing support courses) is viewable at: www.weber.edu/nursing/default.html (choose the AS link and go to applications and checklists).
- Step 9 **Submit the following items in one packet & send it to DCHP Admissions by March 1, 2012.** Note that the DCHP Admissions Office processes applications relevant to postmark dates or they must be turned in by 4:30 pm of the application deadline day. **Applications that are late will not be processed for further review. No paperwork will be accepted after published deadlines.**
- \$25.00 DCHP admission fee made payable to Weber State University. **Money order or cashier’s check ONLY! No cash will be accepted.**
 - Completed nursing application.
 - All transcripts from any and all “Regionally Accredited” colleges or universities up to and including FALL SEMESTER 2011. This is true even if you already have your transcripts at WSU. All applicants must provide a copy of their own transcript by doing the following: print from website of institution (WSU, etc.) or request from institution and turn in with this application packet. For example, if you attended USU, Utah, and WSU, you would need a copy of all three from each individual institution (not just from WSU website that may or may not show all of your courses). A student copy (from originating institution) of all transcripts needs to be in this packet. Copies are fine and do not need to be official. They simply need to be included with this application packet. If you send an official copy, it will not be sent to the Admissions Office.
 - A photocopy of your CNA course completion, certificate or re-certification letter if you have completed a state approved CNA course or passed the CNA exam (application item #10).
 - Listing of any healthcare work experience (application item #11).
 - Responses to application items #15 & 16.
 - One copy (signed and dated) of this form (Admissions Requirement Form). You should keep the other copy in your files!**

ITEMS a, b, c, d, e, f, & g MUST BE SUBMITTED IN ONE PACKET to have your application processed. The WSU Admissions Application and fee must be sent directly to WSU Admissions, **not the DCHP Admissions Office.** **ONLY COMPLETE AND ON TIME APPLICATIONS ARE REVIEWED BY THE SELECTION COMMITTEE.** If any information or documentation that is requested is missing then the application will not be reviewed.

PLEASE NOTE: Class selections will be made in March. A letter will be sent to you by **April 15, 2012** indicating whether or not you have been accepted to the nursing program. Please wait until this point in time before calling the DCHP Admissions Office.

I have been informed of the above information and understand the procedures and requirements mentioned. Furthermore, I understand that it is entirely my responsibility to make sure all of the above-mentioned papers were sent with my nursing application. I have kept a copy of this form for my files.

I also understand that through the completion of the nursing program I may be exposed to bloodborne pathogens.

All application materials become the property of WSU and will not be returned to the applicant.

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Applicant _____ Date _____

All completed applications should be mailed or hand delivered to the following address:

MAIL TO: Dumke CHP Admissions
Weber State University
3914 University Circle
Ogden UT 84408-3914

DELIVER TO: Dumke CHP Admissions
Marriott Allied Health Bldg Room 108
Weber State University
Ogden UT

APPLICATION DEADLINE: MARCH 1, 2012

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Weber State University
3914 University Circle
Ogden UT 84408-3914

DELIVER TO: Dumke CHP Admissions
Marriott Allied Health Bldg Room 108
Weber State University
Ogden UT

APPLICATION DEADLINE: MARCH 1, 2012

Please choose one of the following:

- 1) **Mail to:**
DCHP Admissions Office
Weber State University
3914 University Circle
Ogden UT 84408-3914
- 2) **Hand deliver to:**
DCHP Admissions Office
Marriott Allied Health Bldg Rm 108
(Ogden Main Campus)



Dr. Ezekiel R. Dumke
College of Health Professions
SCHOOL OF NURSING
Registered (RN) Nursing
- APPLICATION FOR ADMISSION -
- Outreach Online Fall 2012 -
(not for any other application cycle)

Application Deadline:
March 1, 2012
(Must be postmarked by that date)

\$25.00 Application Fee

If an applicant applies to more than one WSU Program then all applications for that applicant will not be reviewed!

Registered Nurse (RN) (Associate of Science, 4 Semesters)

☒ **WSU - OUTREACH ONLINE RN**

1. HAVE YOU EVER MADE APPLICATION TO A WSU NURSING PROGRAM? _____ DATE _____
2. Print name in full _____
Last name First name Middle/Maiden
3. Weber State University W# _____ E-mail address _____
(Leave blank if you do not have yet)
4. Mailing address: _____
Number and Street City State Zip
5. Home Phone _____ Cell Phone _____ Work Phone _____
6. Person to be notified in case of emergency (not living with you): _____
Relationship _____ Phone Number _____
Address _____
Number and Street City State Zip
7. Give Below information concerning college, university, or other schools **attended including present college now attending.**
Name of School City and State Date of Entrance Date of Leaving Diploma Received

8. Other educational advantages (travel, etc) _____

9. Optional: Ethnic Background Black non-Hispanic _____ Asian or Pacific Islander _____ Hispanic _____
White non-Hispanic (Caucasian) _____ American Indian _____ Other _____
Male _____ or Female _____

10. Have you completed a state approved Certified Nursing Assistant (CNA) course? Yes _____ No _____
Please provide a copy of your course completion, certificate, or re-certification letter. Documentation (within the last 2 years) is required prior to August 27, 2012.

11. If you have had any health related employment (including volunteer hours, give facts with dates concerning this employment).

----PLEASE COMPLETE THIS SECTION BY ATTACHING AN ADDITIONAL PAGE (1 Page Max)---

(Please use a word processor)

12. Current Place of Employment _____ Dates _____

Type of work _____

Previous employment _____ Dates _____

13. If accepted, are you prepared to enter Summer Semester to take prerequisite courses if needed? Yes _____ No _____
(Human Anatomy, Human Physiology (or Biomedical Core HS 1110 & HS 1111), Chemistry 1050 or 1110, WSU Quantitative Literacy (Q.L.) requirement and a CNA course)

14. Satisfactory progress through the nursing program requires attendance in both theory, lab, and clinical sections. Clinical hours may include nights and weekends and may require out of town travel. Are you willing to commit yourself to the prescribed hours, rules, and policies of the nursing program?

Yes _____ No _____

15. List your extracurricular activities, awards, honors, scholarships, student government, etc. (high school or since high school).

----PLEASE COMPLETE THIS SECTION BY ATTACHING AN ADDITIONAL PAGE (1 Page Max)---

(Please use a word processor)

16. Please give an account of (1) your experience and activities since you last attended school (if more than six months have elapsed); (2) all the things you have accomplished that have given you the greatest satisfaction; (3) what you most enjoy doing in your leisure time; (4) your reasons for selecting nursing as a career; (5) any special reasons for desiring to enter this school; and (6) your plans and aspirations for the future.

----PLEASE COMPLETE THIS SECTION BY ATTACHING AN ADDITIONAL PAGE (1 Page Max)---

(Please use a word processor)

17. I do hereby certify the statements in this application are true and complete to the best of my knowledge.

If you have a record of criminal actions, it may affect your eligibility for admissions to the WSU nursing program. All applicants will be required to complete a mandatory drug screen. Admission to the program is contingent upon submission of a satisfactory background check and negative drug screen. If a background check reveals a history of criminal actions or the drug screen reveals the presence of controlled substances (prescription or non-prescription) then the applicant may not be allowed to begin or remain in the program and will not be entitled to any refunds of tuition dollars or other fees.

Signed _____ Date _____

PLEASE NOTE: Class selections will be made near in March of each year. A letter will be sent to you by **April 1, 2012** indicating whether or not you have been accepted to the fall 2012 RN nursing program. Please wait until this point in time before calling the DCHP Admissions Office.

NOTE: In order to be licensed as a practical or registered nurse in the State of Utah, the application must be in conformity with the Utah Nurse Practice Act. Applicants who have been convicted of a felony, treated for mental illness or substance abuse should discuss their eligibility status for licensure with the Utah State Board of Nursing. Acceptance and completion of the nursing program does not assure eligibility for Practical Nurse and Registered Nurse National Council Licensing Exams (NCLEX - PN and NCLEX - RN).