



Please print a copy of these instructions. They will not be available after February 15.

LPN to RN, Paramedic to RN and Military Medic to RN Applicants (Transition):

If you have a specific question about your pre-requisite courses, please contact an academic advisor at 410-386-8435.

The application packet is due in the nursing office (N-100) no later than 4:00 pm February 15, 2024 or postmarked by February 15, 2024.

We do not accept faxed or emailed applications.

Application deadline:

- **February 15th**

If mailing the application, use this address:

Nursing Program
Carroll Community College
1601 Washington Road
Westminster, MD 21157

Applicants must:

- **Complete** pre-clinical requirements. Pre-clinical course work must have a minimum grade of C. BIOL 210, BIOL 211, BIOL 215 must have been completed within 5 years from the start date in the clinical program.
- **Satisfactorily complete or be exempt from** MAT 097 (Introductory Algebra).
- **Complete the NLN PAX preadmission examination.** In order to be considered for admission, your composite score must be **equal to or greater than 100**. (Information as to how to register is on the webpage).

The following documents must be submitted together as a single application packet:

- **Application-** must be signed and dated. Complete the “schools attended” section including all colleges where you have taken pre-requisite course work for the nursing program. Failure to do so may result in credits being overlooked and affect your application status. Please print CLEARLY your email address.
- **Two Recommendations** – do not have to be on the form. Letters are acceptable and should be from professionals (teacher, employer) who can evaluate your performance. They do not have to be sealed. More than 2 recommendations will not improve the status of your application.
- **Copy of Driver’s license - This MUST be included in your submission packet.**

Official Transcripts may be submitted directly to the Records Office or included in your application packet.

- **College Transcripts:**
 - i. All college transcripts must be official.
 - ✓ If you have previously submitted official transcripts to the Records office, you do not have to re-submit with your application. If you are not sure if you have official transcripts on file, contact the Records office at 410-386-8440.
 - ✓ You DO NOT have to request official transcripts from Carroll Community College for courses taken here.

- **Documentation of:**
 - **LPNs:** Unencumbered Maryland (or compact state) practical nursing license
 - **Paramedics:** Current State certification as a Paramedic and National Board of Registry certification (NREMT) and a graduate of a program accredited by either CCAHEP or a state EMS Board
 - **Military Medics:** Medic/Corpsman with at least one year of experience

- **Clinical Experience Form** - found at the end of this document

NON-CARROLL COMMUNITY COLLEGE APPLICANTS

If you have never attended Carroll Community College, apply: (<https://forms.carrollcc.edu/application/login/>)

Failure to submit any documents may result in the applicant not being considered for admission.

Admission Process:

1. All applicants must meet the Associate Degree Nursing Program criteria.
2. The admission process awards points to those students who have returned the Application for the Nursing Program and met the criteria.
3. The students with the highest point totals will be accepted conditionally into the clinical portion of the program. Letters notifying you of your status will be ***emailed*** on **April 4**. Please do not call regarding the status of your application unless you do not receive an email.
4. Please add Carroll Community College Nursing Program to your accepted list for emails. The potential exists that your email might be moved to a SPAM folder if not on your approved list.

Points for pre-requisite course work* are awarded using the following criteria:

1. BIOL 210, 211, 215 (3 points for A, 2 points for B, 1 point for C, no points awarded for D or F).
2. English Composition (ENGL 101) and MATH 115 (2 points for A, 1 point for B, 0.5 point for C, no points awarded for D or F).
3. Three points will be awarded for being a Carroll county resident.
4. All applicants: Three points are awarded for completing all degree requirements for the Associate Degree Nursing Program by February 15, 2024. Two points are awarded for completing all degree requirements for the Associate Degree Nursing Program by May 31, 2024.
5. Students with equal point totals will be ranked by overall GPA from highest to lowest.
6. Students who repeated any BIOL pre-requisites (because of a D or F grade) within the 5-year time frame will have points deducted from their total. Students who repeated a single BIOL pre-requisite will have ½ (one-half) point subtracted. Students who repeated more than one BIOL pre-requisite will have 1 point subtracted for each repeat. Students who originally received a C or C+ in any BIOL course and repeated the course to improve their grade will **not** have points deducted.

7. Students who received a D or an F in any clinical nursing course will have one point subtracted for each course in which they were unsuccessful.
8. Minimum GPA for admission is 2.50.
9. Minimum composite score on NLN PAX is equal to or greater than 100.

Additional Admission Information:

1. If any of the original accepted students decline their seats in the program or fail to meet their course requirements, the next eligible student with the highest point score will be notified by phone for placement in the program.
2. If you will be enrolled in courses at another college during the fall semester, you must provide the Nursing Program with a copy of your current course schedule for the appropriate point value to be assessed.
3. Once grades have been posted, transcripts for those accepted conditionally will again be evaluated. Any student who dropped a course or failed to earn a "C" or better will not be eligible for the clinical portion of the program and the next qualified person will be admitted.

*Once accepted, all students will need to complete a criminal background check and a urine drug screening. Further information will be provided at that time.

Students must be able to provide their own transportation to all clinical sites.

*Transfer courses with grades will be included and will be assigned quality points based on the letter grade. Transfer credit earned without a letter grade (CLEP, AP, military evaluation, Challenge examination) will not be assigned quality points or calculated in the GPA, but will be included in the completion point's category.

*The Maryland Board of Nursing may deny a license to any applicant who has been convicted of or pleads guilty or nolo contendere to a felony or to a crime involving moral turpitude, whether or not any appeal or other proceeding is pending to have the conviction or plea set aside. If you have questions, please contact the Program Director for further information.

Transition Course Failure:

If students are unsuccessful in any of the LPN to RN Transition on the first attempt, they will NOT be permitted to repeat the course. These students may apply for admission to the RN program, and if accepted and space is available, will begin the RN program with Term 2.

Students who fail to achieve a grade of "C" or better in the LPN to RN transition course will not be eligible to continue in the Nursing Program.

Community College – Nursing Program
Clinical Experience Recommendation Form for Transition Students

To be completed by the applicant:

<i>Last Name</i>	<i>First Name</i>	<i>Name of Facility/Employer</i>
<i>Type of Unit/Floor</i>		<i>Dates of Employment</i>

The following information is to be filled out by the applicant's direct clinical manager.

Please indicate if the applicant named above has demonstrated experience with:

	Demonstrated Experience	NO Demonstrated Experience	Comment
PO Medication Administration			
IV Medication Administration			
Documentation of Client Health/Physical Assessment			
Skills requiring sterile technique			

Please indicate if you recommend this employee for admission to the RN Nursing Program.

_____ Recommend _____ Do not Recommend

Comments:

Signature _____

Title: _____ Date _____

Please return completed form to the Nursing Program Director, Carroll Community College.