

INTRODUCTION

The nursing program at Allegany College of Maryland began in 1970 and has become a major component within the college. The program enjoys a positive reputation in the community, which has enhanced the recruitment of applicants and the placement of graduates. Graduates of the program can be found in the various health care agencies in the region functioning at all levels of responsibility. Many of our graduates have pursued higher degrees in nursing. With the dramatic changes that are taking place in the health care field, nurses are in increased demand. Nursing is a challenging profession for men and women who wish to have a variety of specialty and position choices, earn a competitive salary, and have opportunities for advancement.

Recognizing the varied needs of the region, the nursing program has offered both day and evening options at the Cumberland Campus and a day program at the Bedford campus and Garrett Location. Credits for prior learning and advanced standing are options available, including an online LPN to RN option. Transfer credit and transition courses allow students to build on existing knowledge, skills, and abilities while providing new learning needed for registered nursing practice.

The Associate Degree Nursing Program is approved by the Maryland Board of Nursing and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road, NE, Suite, 500; Atlanta, GA 30326; (404) 975-5000. The Pennsylvania Nursing Programs are approved by the Pennsylvania Board of Nursing and the Accreditation Commission for Education in Nursing (ACEN). ACEN was formerly known as the National League for Nursing Accrediting Commission (NLNAC). The Practical Nursing Program is approved by the Maryland Board of Nursing.

The associate of science degree in nursing directly transfers into Maryland public colleges and universities with students transferring 66 – 70 credits toward a Bachelor of Science degree in nursing.

This booklet is designed to provide the prospective student with information related to the admission process. Please review the admission criteria in Section One that most closely reflects your admission category: current high school student, current college student, or current LPN. For information regarding the LPN-RN Online option go to www.allegany.edu/onlinelpn-rn

Thank you for your interest in the Nursing Programs at Allegany College of Maryland. We look forward to helping you get started on your path toward a successful nursing career.

Please feel free to contact Rick Cooper, Director of Nursing Education at 301-784-5606, or Sandy Clark, Assistant Director of Nursing Education at 301-784-5379, concerning any questions about the Nursing Programs. In addition, you may contact Rick by email at rcooper@allegany.edu or the Assistant Director at sclark@allegany.edu

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PROGRAM OVERVIEW

Nursing is a profession that is open to men and women with various aims, interests and capabilities. Nurses practice in a variety of settings, in many roles within those settings, and with other care providers in the health professions. Today's nurse not only provides care and comfort to patients and their families, but also takes an active role in the health promotion and disease prevention of those same patients. Our programs prepare nurses to meet the challenges of today's health care system and lay the foundation to rise to future challenges as new knowledge and technologies occur.

Nursing as a career may be a very rewarding yet can be a frustrating and exhausting profession. The nursing program is very demanding and rigorous.

The Associate in Science Degree in Nursing is designed to prepare the graduate to function in a beginning staff position in a variety of health care settings including hospitals, long term care, rehabilitation centers, home nursing, school nursing and industry.

The Practical Nurse Certificate Program is designed to prepare the graduate to provide patient care under the direction of a registered nurse. This is only available at the Cumberland Campus.

The instructional curricula for all programs provide the student with the skills and knowledge necessary to be successful in their chosen career.

Admissions into the Associate Degree Nursing and Practical Nursing program are selective and on a competitive basis. Enclosed with this packet is a copy of the criteria used to determine admission to the programs.

In order to participate in clinical experiences, students must obtain a Criminal Record Check according to state requirements, prior to entrance into the Nursing Program. **Please note the following concerning Criminal Background Checks:**

- Many internship sites used by ACM programs require that applicants submit to a criminal background check
- Having a criminal record may prevent an applicant from being placed at an internship site, which means the applicant would not be able to successfully complete program requirements.
- Some employers and/or licensure agencies will not approve a student who has a criminal record, so it is important to choose a field in which you can be gainfully employed.
- Completion of the requirements of the nursing program does not guarantee eligibility or guarantee passing the NCLEX-PN or NCLEX-RN exam(s) for licensure. A student who has been convicted of a felony or misdemeanor may not be eligible for licensure as a Practical Nurse or a Registered Nurse.

During enrollment any official change or the initiation of any governmental proceeding affecting the information revealed by the required criminal or child abuse background check must be reported immediately to the head of the nursing program. A satisfactory health record including physical exam, immunizations, PPD's and influenza vaccine must also be on file prior to clinical experience. Additionally, students must have an annual PPD and an influenza vaccine while in the nursing program. Students enrolling in the online LPN-RN program option will be required to complete and pass a urine drug screening test to participate in clinical experiences. This is in addition to the above requirements.

At the **Cumberland Campus**, classes are admitted into the Daytime Nursing program in the Fall and Spring Semesters. One class is admitted every other year in the spring semester of the even years into the Evening Nursing program. At the **Garrett County Location**, classes are admitted into the Daytime Nursing program every other year in the odd years in the Spring. At the **Bedford Campus**, one class is admitted every other year in the odd years in the Fall Semester. The admission criteria is the same for all programs.

Once admitted to the Fall nursing program students may opt to complete **Practical Nursing** requirements after the first two semesters and upon successful completion of the Summer session.

Please note that the nursing application deadlines are:

February 28 -- Fall Semester Nursing

September 30 – Spring Semester Nursing

Advanced Standing Applications – February 28 (only one application date per year)

The application deadlines for the LPN-RN Online program are:

July 1 – for the following Spring Semester Nursing

January 15 – for the following Summer Semester Nursing

The application for the LPN-RN online program is located on the ACM website at: www.allegany.edu/onlineLPN-RN . See page 16 for further information regarding the LPN-RN online program.

Note: No late applications are accepted for any of the nursing programs.

The nursing application may be found on page 23; the application for advanced standing as a current Licensed Practical Nurse may be found on page 24. A check list to help guide your application process is included with the different options.

Due to the increased demand for our nursing program, not everyone who applies can be accepted. However, you can still take courses at the college and be enrolled in the Pre-Nursing curriculum. Please refer to the Nursing Curriculum section for a listing of courses. It is imperative that you meet with a nursing program advisor to assure the nursing admission requirements are being met.

NURSING PROGRAM ADMISSTION CRITERIA

HIGH SCHOOL STUDENT

A total of 10% of the class will be admitted from this category.

- A. This category includes the following applicants:
- High school graduates within the last year
 - Early placement students who are enrolled as a part-time Allegany College of Maryland student while still attending high school.
- B. These persons must meet the following requirements to apply and be considered for admission:
- One year of high school chemistry; biology and algebra (or their equivalent) with a minimum grade of C in each course;
 - Pass the Allegany College of Maryland Placement Assessment including the Anatomy & Physiology Placement Exam or successfully complete all required courses before the first college semester. Students must be eligible for A&P I by the Summer semester following their High School graduation.
 - A minimum ACT score of 21 in each section will meet the minimum requirements to apply for admission as a high school student, but meeting the minimum score will not guarantee admission into the program. The average composite score of an accepted student is 25. (ACT exams must be taken no later than the January exam date)
- C. Those eligible applicants will then be ranked and top candidates selected using the following factors in order of priority:
- Composite score on the ACT exam;
 - Math and science ACT section; and
 - Algebra, biology and chemistry high school grades.
- D. Due to the sequencing of classes and availability at the branch campuses, high school students are only admitted to the Cumberland Campus in this category.

If the applicant does not meet the requirements listed in this first category, they may become eligible to apply by meeting the requirements in the second category – College Student Applicants.

- E. Students must be CPR certified in the Health Care Provider/Course C and maintain this certification throughout all nursing courses. This certification must be completed prior to entering Nursing clinical courses.

Please use the checklist on the following page as a guide for the application process. **Note: High school students are only selected for the Cumberland campus due to the sequence of classes.**

**HIGH SCHOOL STUDENT
CHECK LIST**

Application to Allegany College of Maryland completed _____

High School Chemistry (C or Better) _____

High School Biology (C or Better) _____

High School Algebra (C or Better) _____

Passed Allegany College of Maryland
Placement Assessment Exam including Anatomy & Physiology exam _____

OR

Successfully completed coursework as required:

English Developmental Coursework _____

Math Developmental Coursework _____

Reading Developmental Coursework _____

Anatomy and Physiology Developmental Coursework _____

Completed ACT Exam _____

Scored on ACT a composite of 21 on each section (ACT Exams must be taken no later than the January exam date)

Application to the Nursing Program submitted by deadline date _____

Biological Science 207 in the Summer
or previous semester (C or Better) _____

CPR certification
(Healthcare Provider CPR through American Red Cross) _____

NURSING PROGRAM ADMISSIONS CRITERIA COLLEGE STUDENT – REGULAR OPTION

(This category applies to high school graduates, current college students and students who have taken general education college courses. Current LPN's and transfer students with clinical nursing credits should refer to the section on Advanced Standing)

A total of 80% will be admitted from this category.

A. This category includes the following applicants:

- College students attending Allegany College of Maryland or other institutions; and
- Early placement students who are enrolled as full-time college students and who have waived the senior year of high school.

B. These applicants must meet the following **minimum** requirements to apply for admission to the Nursing Program and to be considered for admission: (Note that this is a selective-admission program and not all applicants can be accepted)

- Pass the Allegany College of Maryland Placement Assessment including the Anatomy and Physiology Placement Exam or successfully complete all required courses.
- Have a **minimum** overall college grade point average of 2.50. The last class accepted had a grade point average of 3.2.
- Successful completion of Anatomy & Physiology I (Biology 207). In order to be eligible to enroll in this course, students must have passed the Anatomy and Physiology Placement Exam or successfully completed Biology 93, Biology 100 or 101 in lieu of Biology 93 with a minimum grade of “C”. Current enrollment in Anatomy and Physiology (Biology 207) will be considered in determining eligibility for admission; however, this course must be completed with at least a “C” grade prior to admission to the program. Equated coursework from a transferring institution will be considered in meeting this prerequisite.
- Schedule and take the Nursing Admission Assessment Exam for the Nursing Program. The exam is administered each semester at various times and locations. A list of testing dates is available in the Nursing office, Admission office, and is listed on the college website (www.allegany.edu). **It is the student's responsibility to register for the exam by obtaining a Request to Schedule the Nursing Admission Assessment Exam** in the Nursing Office, the Admission Office at each campus or may be printed from the website. The completed form along with the designated fee must be received in the Nursing Office by the deadline listed for exam payment. **Payments made after the deadline will cost an additional \$25.00 and will be subject to space and exam availability.** All payments must be made by no later than 4:00 PM the day before the exam. The exam may be taken more than once, but cannot be retaken more often than once every three months. Exam scores no more than two years old for the current exam will be considered for admission with the highest score being used in the ranking process. A student study guide for the exam is available in the Allegany College of Maryland Bookstore. Detailed review of the study guide is highly recommended. The exam score counts 1/3 of the weight

for competitive entrance into the program. The average exam score for an accepted student in the last class was 79% and average points were 60. The last time the exam may be taken for Spring admission consideration is October and for Fall admission consideration is March. Please remember, however, that the exam cannot be retaken more than once every three months.

- C. Again, entrance into the nursing program is competitive. Not all applicants who apply can be accepted due to space availability, the availability of qualified faculty and clinical resources.

The previous section dealt with minimum requirements to APPLY for admission. This section relates to the competition for admission.

Applicants will be ranked using the following factors:

- Scores on a standardized exam (weighted 1/3)
- A point system awarding points for each required course completed and grade earned. (weighted 2/3)
 - For Anatomy and Physiology 207; Anatomy and Physiology 208; Microbiology 204; and College Algebra*
 - Each “A” will be worth 10 points
 - Each “B” will be worth 8 points
 - Each “C” will be worth 6 points
 - No points will be awarded for a “D” or an “F”

Current enrollment and mid-term grades will be utilized along with final grades earned in previous semesters in determining a student’s final points. Transcripts and mid-term grades for students transferring from another college must be in the nursing office no later than **March 15th** for a Fall semester admission consideration and **October 15th** for a Spring semester admission consideration.

Note: When making your program selection choice on the nursing application you may only select *one* preference for program option (example: Day, Evening or another campus). After completion of the final ranking of all eligible candidates the top candidates ranked will receive an offer of admission. The preferred program option will be offered if the applicant has ranked among the top candidates. If one program option fills, the remaining top candidates will be offered admission into the other program option available.

In the event of a tie in the ranking process, application dates will be used to rank the tied students with the earliest application date being ranked higher.

- A **minimum** grade of “C” is required in all science coursework; however, to improve competitive standing and thus probability of admission, grades of “A” or “B” are advisable. Laboratory science courses taken ten or more years prior to application for admission will not be considered for admission or for meeting program requirements.

- D. Application to the program must be submitted by the deadline date.

Note: No late applications will be accepted after the deadline date!

- E. It is the applicant's responsibility to schedule and take the standardized exam by the stated deadline date. **No testing correspondence or testing reminders will automatically be sent to the students.** Exam packets are available online, through the Nursing Office or the Admissions office.
- F. Students must be CPR certified in the Health Care Provider (American Heart Association**) and maintain this certification throughout all nursing courses. This certification must be completed prior to entering clinical Nursing courses.

Please note that Anatomy and Physiology 207 must be completed prior to admission to the Nursing Program.

Please use the checklist and applicant ranking sheet on the following pages as a guide to assist you with the application process.

* Pre-Calculus, Calculus or Finite Math could substitute for the College Algebra or Statistics, pending approval from the college Registrar. Students should consult with their academic advisor for further clarification.

**The CPR prerequisite for ACLS is through the American Heart Association only.

Revised June 2004, June 2005, May 2009, January 2010, May 2010, August 2010, June 2011, August 2012, August 2013, July 2014, June 2015, June 2016, June 2017, May 2018.

Admission Criteria originally approved by the ACM Board of Trustees – June 21, 2004.

COLLEGE STUDENT

CHECKLIST

Application to Allegany College of Maryland completed _____

High School Transcripts/GED sent to the Admissions office _____

College Transcripts (if transferring) sent to the Admissions office _____

Passed Allegany College of Maryland placement evaluation _____

OR

Successfully completed coursework as required

English Developmental Coursework _____

Math Developmental Coursework _____

Reading Developmental Coursework _____

Anatomy & Physiology Prerequisite _____

Overall college GPA 2.5 or higher _____

Take the standardized entrance exam _____

Application complete and sent to the Nursing Program by the deadline date - See Page 23

CPR certification
(Healthcare Provider CPR from the American Heart Association) _____

APPLICATION RANKING SHEET

COURSE	GRADE	POINTS
<i>Science Prerequisite</i>	<i>Students must take the Anatomy & Physiology Placement exam and/or appropriate science course before taking A&P and Microbiology</i>	No points are assigned for prerequisite biology courses.
<i>Sciences and College Algebra</i>		A=10 B=8 C=6
Anatomy & Physiology 207		
Anatomy & Physiology 208		
Microbiology 204		
College Algebra or Statistics*		
<i>Other required courses</i>		A=5 B=3 C=1
English 101		
General Psychology		
Human Growth and Development		
Sociology		
Humanities elective		
Humanities elective		
Total Points		

<i>Admission Assessment Score</i>	Date	Score	Date	Score	Date	Score

Use this worksheet to determine your individual points which is weighted 2/3 for admission purposes and to track your Admission Assessment Exam scores which is weighted 1/3. The more courses completed coupled with grades of at least a B or A improves chances of acceptance into the clinical courses of the Nursing Program.

*A Statistics course at any other college may need approval from the Math Dept. Chair.

ADMISSION WITH ADVANCED STANDING CURRENT LPN'S & TRANSFER STUDENTS

- A. This category includes Licensed Practical Nurses who have graduated from an approved Practical Nurse program and have an active, unencumbered Maryland license or eligible for licensure in the state of Maryland **OR** applicants who are transferring from another clinical nursing program.
- B. These applicants must meet the following requirements to apply and be considered for admission:
- Must have graduated from or have terminated in good standing from the respective school of nursing with a minimum grade of C or better in each course.*
 - Meet the current admission requirements for the nursing program. Please refer to requirements for college students on page 7.
 - Must have an overall college GPA of 2.50 or higher.
 - Successfully complete all required general education requirements listed in the curriculum prior to the semester of the nursing program in which the student is seeking admission. A minimum grade of C is required in all science courses. It is recommended that all general education classes required in the curriculum be completed.
 - LPN students must complete a nursing theory assessment exam comparable to the first year of the nursing program. Students must score **800 or higher** to be considered for the **third semester** of the nursing program. Students scoring **799 or less** will be considered for admission to the **second semester** of the nursing program. The applicant will be advised of areas in need of improvement and encouraged to remediate.
 - Students transferring from a diploma program will be considered for placement within the program based on previous nursing coursework completed. An assessment of nursing theory exam will be required.* Students must score **800 or higher** to be considered for the **third semester** of the nursing program. Students scoring **799 or less** will be considered for admission to the **second semester** of the nursing program. The applicant will be advised of areas in need of improvement and encouraged to remediate.
 - Students transferring from an approved nursing program in which they received college credit for nursing coursework completed will be considered on an individual basis.*
 - Satisfactory completion of the Nursing Bridge Course (Nursing 298). **This must be completed within two years before entering the nursing program and will be offered only one time a year in the summer.** The course is a minimum of two credits for admission to the second semester and a minimum of three credits for admission to the third semester of the program. Those applicants who did not receive intravenous therapy content in their basic program will be required to complete an additional 1-credit to cover the theory of intravenous therapy. A **review** of basic nursing skills is included in the Nursing Bridge Course. Applicants are expected to be competent in the following skills upon entering the third semester of the program:
 - Basic hygiene and assisting with activities of daily living
 - Care and maintenance of peripheral IV's
 - Medication administration including oral, intramuscular, sub-cutaneous, and intravenous secondary and piggy back
 - Sterile technique including catheterizations, dressings, and tracheotomy care
 - Care of nasogastric and peg tubes

- The Nursing Bridge Course is waived for those graduates of Allegany College of Maryland's Practical Nursing Program who begin the second year nursing clinical courses within two years of graduating from the certificate program.
- C. All students who have met the advanced standing criteria are admitted on a space available basis, ranked according to GPA.*
 - D. **A student transferring to Allegany College of Maryland's nursing program, who has had unsatisfactory performance in another nursing program, must provide a letter of recommendation from the Director of Nursing from their previous college*.** Transfer students would be ineligible to repeat any nursing course in the Allegany College of Maryland nursing program, if unsatisfactory progress occurs after acceptance.
 - E. Students interested in pursuing advanced standing status should submit the Advanced Standing Application to the Nursing Department by the February 28th deadline. See page 25. Students will be notified about the nursing theory assessment exam date by mid-late April.
 - F. Once admitted to the Nursing Program, students will follow curriculum schedule for Associate of Science Degree Daytime or Evening, as appropriate.
 - G. Students must be CPR certified in the Health Care Provider/Course C and maintain this certification throughout all nursing courses. This certification must be completed prior to entering Nursing clinical courses.

***Students who have been terminated from another nursing program will be given last priority in ranking for admission to the program.**

CHECKLIST FOR ADVANCED STANDING

- Application to Allegany College of Maryland completed _____
- High School Transcripts/GED sent to the Admissions office _____
- College and Vo-Tech transcripts sent to the Admissions office _____
- Copy of LPN license to Nursing Office _____
- Passed Allegany College of Maryland placement evaluation _____

OR

- Successfully completed coursework as required, including developmental courses.
(See curriculum guide – Page 17) _____
- Overall college GPA of 2.50 or higher _____
- Application completed by the deadline date– February 28 _____
- Allegany College of Maryland - Nursing Theory Assessment Exam _____
- Nursing Bridge Course Successfully Completed _____
- CPR Certification (Healthcare Provider thru American Heart Association) _____

See Section Two, pages 16 and 18 for 2nd Year general education and nursing courses required for completion of ADN program.

LPN/LVN – RN ONLINE NURSING PROGRAM

****Please note that entrance into the LPN/LVN – RN Online nursing program is competitive.**

This program is specifically for Licensed Practical and Licensed Vocational Nurses who have graduated from an approved Practical Nurse program and have an active, unencumbered license in a program approved state or eligible for licensure in the state of Maryland.

- Applications and Admission process and criteria are found on the LPN-RN website at www.allegany.edu/onlinelpn-rn
- Applicants must be a permanent resident of a state where the program is authorized to be offered.
- Applicants must have actively worked as an LPN the equivalent of two years full time **and** (>4000 hours) as part of the eligibility requirements.

*Applicants are expected to have basic computer skills and be competent in the nursing skills listed on the website.

The online nursing program is designed to be completed in 18 months or less after meeting general education course requirements. It is understood that applicants who receive formal offers of admission will commence nursing courses immediately and continue year round completing nursing courses in consecutive semesters to meet the 18 month completion requirement. **Note: once accepted into the clinical nursing courses the credit load is 9 credits (which is considered $\frac{3}{4}$ of a full time credit load of 12 credit hours).**

Each student offered formal admission to the online nursing major must read, sign, and submit a copy of the Eligibility for Application for Registered Nurse Licensure Legal Limitations Notification form. This form will serve to notify Allegany College of Maryland online nursing students that acceptance into the program does not guarantee successful program completion, nor does graduation from a state accredited nursing program mean that the student is automatically eligible to take the state licensure examination. Any student who has been convicted of a crime that has a direct bearing on the person's ability to practice competently or who has committed an act that would constitute grounds for disciplinary sanction will have the application for licensure reviewed on an individual basis by the respective state boards of nursing.

Applicants to this program option do **NOT** take the HESI Admission Assessment exam listed on page 20.

For further INFORMATION regarding the LPN/LVN - RN Online Nursing Program please refer to the LPN-RN website at: www.allegany.edu/onlineLPN-RN OR call **301-784-5568**

Serious Applicants who have reviewed the LPN-RN Website should submit inquiries to: LPN-RN Data Center at lpnrn@allegany.edu or Call 301-784-5334

**ASSOCIATE OF SCIENCE DEGREE IN NURSING (DAYTIME)
SAMPLE COURSE SCHEDULE***

CREDIT

SUMMER OR PREVIOUS SEMESTER

Biological Science 207 (Anatomy & Physiology I) 4

FIRST SEMESTER

Biological Science 208 (Anatomy & Physiology II) 4
 Psychology 101 (General Psychology) 3
 Nursing 120..... 9

SECOND SEMESTER

English 101 3
 Algebra 102 or Statistics 109* 3
 Psychology 203 (Human Growth & Development)..... 3
 Nursing 150..... 9

THIRD SEMESTER

Biological Science 204 (Microbiology)..... 4
 Sociology 101 (Intro to Sociology)..... 3
 Nursing 205..... 6
 Nursing 206..... 3

FOURTH SEMESTER

** Humanities Elective 3
 ** Humanities Elective 3
 Nursing 204..... 1
 Nursing 215..... 9

Total Credit Hours 70

*This is a *sample schedule* only. Students not coming directly from high school into clinical nursing should meet with their advisor for guidance in selecting the general education courses. All nursing courses must be taken in the sequence listed.

** Courses such as English Literature, College Vocabulary, Philosophy, Thanatos, Speech, Leadership, Music Appreciation, Spanish and Art Appreciation may be used for this requirement. All students must take two humanities from two different disciplines. Please refer to the college catalog for complete listing.

*A Statistics course at any other college may need approval from the Math Dept. Chair.

**PRACTICAL NURSE CERTIFICATE (DAYTIME ONLY)
SAMPLE COURSE SCHEDULE***

CREDIT

SUMMER OR PREVIOUS SEMESTER

Biological Science 207 (Anatomy & Physiology I) 4

FIRST SEMESTER

Biological Science 208 (Anatomy & Physiology II) 4

Psychology 101 (General Psychology) 3

Nursing 120..... 9

SECOND SEMESTER

English 101 3

College Algebra 102 or Statistics 109* 3

Psychology 203 (Human Growth & Development)..... 3

Nursing 150..... 9

SUMMER SESSION

Practical Nursing 106..... 1

Practical Nursing 108..... 1

Practical Nursing 110..... 5

*This is a *sample schedule* only. Students not coming directly from high school into clinical nursing should meet with their advisor for guidance in selecting the general education courses. All nursing courses must be taken in the sequence listed.

*A Statistics course at any other college may need approval from the Math Dept. Chair.

ASSOCIATE OF SCIENCE DEGREE IN NURSING (EVENING)

SUMMER	CREDIT
English 101	3
 FALL	
Basic Science 100 (if needed).....	4
Humanities Elective**	3
Algebra 102 or Statistics 109*	3
 SPRING	
Biological Science 207 (Anatomy & Physiology I).....	4
Psychology 101 (General Psychology)	3
 SUMMER	
Psychology 203 (Human Growth & Development).....	3
 FALL	
Biological Science 208 (Anatomy & Physiology II)	4
Sociology 101 (Intro to Sociology).....	3
 SPRING	
Nursing 120.....	9
 SUMMER	
Biological Science 204 (Microbiology).....	4
 FALL	
Nursing 150.....	9
 SPRING	
Nursing 205.....	6
Nursing 206.....	3
 SUMMER	
Humanities Elective**	3
 FALL	
Nursing 204.....	1
Nursing 215.....	9

*This is a *sample schedule* only. Students not coming directly from high school into clinical nursing should meet with their advisor for guidance in selecting the general education courses. All nursing courses must be taken in the sequence listed.

** Courses such as English Literature, College Vocabulary, Philosophy, Thanatos, Speech, Leadership, Music Appreciation, Spanish and Art Appreciation may be used for this requirement. All students must take two humanities from two different disciplines. Please refer to the college catalog for complete listing.

*A Statistics course at any other college may need approval from the Math Dept. Chair.

ALLEGANY COLLEGE OF MARYLAND NURSING

Hesi Admission Assessment (A2) Exam (Previously called Reach Exam)

NOTICE:

All students who apply for admission to the Registered Nursing Program or the Practical Nursing Program at Allegany College of Maryland will be required to participate in the nursing entrance exam. The exam is called the Hesi Admission Assessment (A2) Exam. You must take the exam as part of the application process. The score you receive on the exam will be considered as part of the selective admissions process. **If you do not take the exam, your application will NOT be evaluated and ranked for admittance to the program.**

IMPORTANT STEPS YOU MUST DO BEFORE THE EXAM!

- ❖ Students must **pre-register** and **pre-pay for the exam**. The cost is \$55.00, which is non-refundable. Further information is on the attached additional pages including price, type of payment, deadlines for payment and late payment fee.
- ❖ You will need to schedule at least four hours to take the exam. You must arrive a minimum of 15 minutes prior to the start of the exam. The exams will start promptly at the scheduled times. **Students arriving after the Start time will NOT be allowed to test in that session.**
- ❖ **You must create a username and password with the testing company and bring that with you for the exam.** If you do not bring it with you the day of testing, you will **NOT** be permitted to test!!! You can create an account by going to the following websites and follow the prompts to create a Student Evolve Account: <http://evolve.elsevier.com/exam> OR <http://www.hesiinet.com/> Click the box to “register” and follow the prompts. **You will not be taking the exam or paying for the exam through the company website, only creating a username and password.** The exams are purchased through the college and administered at the college.
- ❖ Exam dates are subject to weather conditions and it is possible an exam will have to be re-scheduled due to college closure, delayed opening or road conditions to ensure safe travel for all participants. Please read the **Inclement Weather Policy** on the next page for details!
- ❖ **No refunds will be given for the exam after payment is received and deposited.**
- ❖ A study guide for this exam is available at the campus bookstores. The title of the study guide is Evolve Hesi Admission Assessment Exam Review (4th Edition).
- ❖ The site below has a nice *free* review course for the HESI A2 test.

<http://www.mometrix.com/blog/free-hesi-a2-exam-prep-course/>

There are over 7 hours of free video tutorials and practice questions for the HESI A2 test on the above site.

HESI Admission Assessment Exam General Information:

1. The exam will be offered at all three campuses. The exam is administered online in a computer lab. Please see the exam schedule for specific dates, times and examination locations.
2. Dropdown calculators will be available on the computer screen for math problems. Scratch paper will also be provided. Please bring a pen or pencil for working on scratch paper. The exams will start promptly at the scheduled times. **Students arriving after the Start time will NOT be allowed to test in that session.**
3. There are a limited number of seats available at each testing session. It is to your benefit to register and take the exam as early as possible. Seating is limited in the computer labs; therefore, when the lab becomes full, remaining students will have to take the exam at the alternate time offered. Once all seats are filled, no additional testing times will be added.
4. The exam is scheduled by sending the exam registration form to the address listed on the application. Please complete the registration form in full. Students must also go the Evolve website to create a student account. Please see separate directions on the first page for directions.
5. Students must **pre-register** and **pre-pay for the exam.** The cost is \$55.00, which is non-refundable. You must pay with cash, personal check, certified check, or money order payable to Allegany College of Maryland. It is not advisable to send cash in the mail. Payments must be received in the Cumberland Nursing Office by 4:00 P.M. for the designated payment deadline. **Payments made after the deadline will cost an additional \$25.00 and will be subject to space and exam availability. These payments must be received in the Nursing Office no later than 4:00 PM the day before the exam and will be subject to space and exam availability. NOTE: No payments will be accepted at branch campuses or the business office. All payments must be made at the Nursing Office in Cumberland or sent via U.S. mail to the address listed on the application.** Receipt will be issued when payment is received.
6. If you take the exam once and feel you could improve your score, you may retake the exam multiple times but only one **once every 3 months**. You are required to pay for the exam each time before you take the exam.
7. **The exam fee is non-refundable for any reason.**
8. In case of inclement weather, call the Allegany College of Maryland phone number –301-784-5000 and follow the prompts for the campus you are inquiring about. You may also check the college website at www.allegany.edu . If the college is closed or opening late due to inclement weather, the exam will be cancelled according to the college schedule for that day (i.e. if there is a 2 hour delay, the 12:30 exam would still be given* but the 8:00 AM exam would be cancelled and re-scheduled). If an exam has to be cancelled due to inclement weather the exam will be re-scheduled for another date and students will be notified of that date. **No refund will be given if a student cannot attend on the exam make-up date.**

*An exam at Bedford may have to be rescheduled for the entire day – students will be appropriately notified.



WHAT IS THE HESI EXAM????

The HESI Admission Assessment Exam (previously called Reach Exam) consists of seven academic exams, as well as a personality profile that identifies the individual applicant's learning style. Individual scores are provided for each exam, and the scores are combined to provide sub-scores in these areas:

ENGLISH LANGUAGE

- ❖ Reading Comprehension (55 items*) – Provides reading scenarios in order to measure reading comprehension identifying the main idea, finding meaning of words in context, passage comprehension, making logical inferences, etc.
- ❖ Vocabulary and General Knowledge (55 items*) – Contains vocabulary terms that are commonly used in both general English speaking settings and in health care fields.
- ❖ Grammar (55 items*) – contains basic grammar, including parts of speech, important terms and their uses, commonly occurring grammatical errors, etc.

MATH

- ❖ Basic Math Skills (55 items*) – Focuses on math skills needed for healthcare fields, including basic addition, subtraction, multiplication, *fractions*, decimals, ratio and proportion, household measures, general math facts, roman numerals, etc.

SCIENCE

- ❖ Biology (30 items**) – Covers biology basics, water, biological molecules, metabolism, cells, cellular respiration, photosynthesis, etc.
- ❖ Chemistry (30 items**) – Contains exam items that cover matter, chemical equations and reactions, the periodic table, atomic structure, nuclear chemistry, chemical bonding, etc.
- ❖ Anatomy and Physiology (30 items**) – Provides coverage of general terminology and anatomical structures and systems.

NOTE: There is not a Physics section on this exam, it is referenced in the study guide; however, that version is only used for Radiology programs.

LEARNER PROFILE

- ❖ Learning Style (14 items) – assesses preferred learning styles
- ❖ Personality Profile (15 items) – assesses personality related to preferred learning style
- ❖ Students receive study tips based on their learning style and personality profile.

*Includes 50 scoring and 5 pilot items

**Includes 25 scoring and 5 pilot items

REQUEST TO SCHEDULE HESI ADMISSION ASSESSMENT EXAM

The Nursing Department offers the Nursing Admission Assessment exam on a schedule basis at the Cumberland and Bedford Campuses. Please check with the nursing office, the admission offices, or the College website www.allegany.edu (Nursing Link) for specific dates. This exam must be taken **at least once** in order to be eligible for the nursing program. **You may take the exam as many times as you desire but not more often than every three months.** The exam is weighted one-third for competitive entrance into the program. **This exam is NOT required for LPN's with advanced standing, High School Students or students transferring from another Nursing Program. Please contact the nursing office with any questions.**

NAME _____

(Please also list any other last names you may have previously used for the exam)

ADDRESS _____

CITY, STATE, ZIP CODE _____

TELEPHONE _____ ACM STUDENT I.D.# _____ D.O.B. _____

EMAIL ADDRESS _____

The exam will be offered only on the scheduled dates. Please see schedule for dates. You will need to allow for approximately four hours for completing the exam.

Please enter the date and testing site below that you wish to register for. (Exam offered according to dates and times on the schedule) Note: Times may vary depending on the campus and availability of computer labs.

Date: _____

Time: _____

Evening 4:00 pm _____ (offered at Cumberland Campus only – see schedule for dates)

Testing Site: Bedford _____ Cumberland _____

You must return this **form with your payment of \$55.00 (non-refundable fee) to the Cumberland NURSING OFFICE no later than 4:00 P.M. of the “Deadline to Pay” date.**

NOTE: *Only those who have paid for the exam will be permitted to take the exam. Payments made after the deadline to pay will cost an additional \$25.00 and will be subject to space and exam availability. Late payments must be received in the Nursing Office by 4:00 PM the day before the beginning of the exam and will be subject to space and exam availability.*

You must pay with cash, personal check, certified check, or money order payable to Allegany College of Maryland. It is not advisable to send cash in the mail! A receipt will be emailed to the email address provided by you, when payment is received.

Send completed form along with payment to:

Nursing Education
Attention: Assistant Director of Nursing
Allegany College of Maryland
12401 Willowbrook Road, SE
Cumberland, MD 21502

ADVANCED STANDING APPLICATION FORM TO THE NURSING PROGRAM

This form is only to be completed by applicants who are CURRENT Licensed Practical Nurses, OR applicants who are transferring Nursing credits from another college. **This is NOT the online nursing application!**

Last Name First Name Maiden Name Middle Initial

ACM ID # _____ DOB _____ Telephone Number _____

E-mail address _____ Daytime Telephone _____

Mailing Address _____
Street City State Zip Code

LPN, Nursing School Attended _____

LPN License Number (if applicable) _____ Current Employer _____

**Have you ever failed a nursing course or failed nursing at another college or nursing school?
Yes ___ No ___ ; If YES, you must submit a letter from the Director of Nursing at that school.**

Which time of day do you prefer nursing clinical classes?
Day _____ Evening _____ First Available _____

Where do you prefer to attend classes?
Cumberland _____ Bedford (Daytime only) _____ Garrett (Daytime only) _____
First Available _____

When do you expect to complete general education prerequisites to enter the clinical phase of the program? All courses from the first year of the nursing program must be completed before beginning the third semester of clinical coursework. Semester _____ Year _____

Have you completed all of the Allegany College of Maryland Admissions requirements **including** college application for admission, placement test (if needed) and sent official copies of **all** other college transcripts?
Yes ___ No _____

If you have attended another college or previously attended Allegany College of Maryland, please complete the following:

Name of Institution(s)	Address	Dates of Attendance	Degree or Credit Hours Completed
------------------------	---------	---------------------	----------------------------------

1.			
2.			

Are you currently enrolled in classes at Allegany College of Maryland? Yes ___ No _____

I certify that all statements given on this application are true and accurate to the best of my knowledge. My signature on this form indicates that I am aware of the competitiveness of the Nursing Program and understand the admission process.

DATE

APPLICANT'S SIGNATURE

Send completed form to:
NURSING PROGRAMS
ALLEGANY COLLEGE OF MARYLAND
12401 WILLOWBROOK ROAD
CUMBERLAND, MD 21502

Application Deadline: February 28 th

LPN/LVN – RN ONLINE NURSING PROGRAM

APPLICATION

Please refer to page 15 for information regarding the Online Nursing Program