Program Advisor: Brynn Schock

Welcome to the RN to BSN Program! I am the advisor for both the RN to BSN and the MSN programs in the Department of Nursing. I am here to assist you throughout the program to get you to that very important day: GRADUATION! I will be meeting with you and contacting you various times in the next year. Please consider all communication from me to be very urgent as it generally will be time sensitive or important notices. I will also meet with you in-person, by phone, or by email for advising at least one time in the fall quarter. Advising is such a vital part to your success in the program because we will discuss program updates and deadlines, strategies for success, I can provide assistance with registration, counseling, and referrals to campus resources. Please do not ever hesitate to contact me for an individualized advising appointment or question.

To keep you on track to graduate, you will receive a Nursing Concentration Outline & Individualized Academic Plan (IAP) detailing the courses you will need to complete the graduation requirements. In addition, it is used to track your progress through the program. Please contact me immediately if you have not received a copy.

I encourage you to contact me before you make any changes to your IAP or would like to discuss any questions or concerns you may have about your progression in the program.

Academic Advising
Program Advisor: Brynn Schock

Registration
Fall course enrollment

Important Dates
The campus schedule for the fall term

Course Descriptions
Current RN to BSN courses and descriptions

Upper-Division General Education Options
The campus does not offer every course every term. These courses will be taken later in the program

Summer Application for Graduation
Instructions for completing the summer graduation application

Clinical Documentation
Clinical Documentation will be due to Brynn Schock by January 15th
I am also available to work with you at a distance (via email or by phone). For distance advising, please contact me during my regular office hours Monday-Friday from 8:30-4:00 (Tuesdays, Thursdays & Fridays are my busy days, so there may be a slight delay in my response time).

You will need to apply for Summer graduation now. To ensure that all Nursing and General Education Requirements will be met in time for graduation, consider tracking your own progress on the concentration outline and in MyCSUB, make time to contact your advisor (me) each quarter, and complete all the items on the checklist.

I look forward to meeting with you and all your success in the program!

## Fall Important Dates

- **September 7:** HOLIDAY – Campus Closed
- **September 8:** Enroll in courses (MyCSUB), have textbooks (order through MyCSUB), & Tuition/Fees Due (approx. $3200)
- **September 14:** First day of classes (login to BB9)
  - DUE: Student Honor Commitment, Vaccination Forms (Pertussis & Influenza), Photo Release, IAP, Graduation Application, and Photo and $5 cash or money order.
- **September 20:** Application for Graduation Due
- **September 21:** Last day to add classes
- **50x50px ignor(266,856),(305,889)** **October 2:** Last day to withdraw without a “W” recorded.
- **October 8:** Last day to register for the GWAR (October test)
- **Sept- Oct:** GWAR Exam (Registration required in advance)
- **Oct 26-Dec 26:** Winter quarter registration period.
- **November 11:** HOLIDAY – Campus Closed
- **November 20:** Last day of classes
- **November 23-25:** Examination Period (Finals)
- **November 26-27:** HOLIDAY – Campus Closed.
- **December 3-31:** Fall Quarter Break.
- **January 15:** DUE: Health Clearance, Mask Fit, Health Insurance, Professional Liability Insurance

Please verify these dates through the [CSUB Academic Calendar](#).
Fall Enrollment: Step 1 (MyCSUB)

Students will enroll in all course work through the student homepage in MyCSUB. Instructions:

- How to use MyCSUB
- How to add a course or How to add a course tutorial
- How to drop a course
- Pay tuition
- Order Textbooks (see below)
- View Schedule

How to Register in Nursing Courses Though MyCSUB:

Instructions on how to register in General Education courses through MyCSUB are available in the Student Guide section at: MyCSUB

You may begin registering at this time. Once registered in courses, you may pay for your tuition, view your schedule from your student homepage in MyCSUB, and order textbooks.

Need Help? For a step-by-step guide, please refer to the Student Guides section of MyCSUB.

If you have any enrollment issues, please contact Brynn Schock at (661) 654-2610 or bschock@csub.edu. Please provide the course number (5 digit number) and section number (two digit number) of the course in which you are trying to register.
Fall Enrollment: Step 2 (Blackboard)

After you have registered in courses through MyCSUB you must also self-enroll in courses through Blackboard. You will receive an email on or before the first day of class from your instructor with a password. You will use this password to self-enroll. If you do not hear from your instructor by the first day of class you will need to try to self-enroll (not all courses require a password) or contact them for the code.

Your Net ID and password is the same as your MyCSUB. Visit the Student Guide to self-enroll and get started.
Fall RN to BSN Courses

**Nursing 477 Special Topics in Nursing: RN to BSN transitions (1)**
This course provides content required for successful transition into upper division RN-BSN Program courses. Topics covered include an orientation to the RN to BSN Completion Program, academic integrity, professional writing standards, and Blackboard training.

**Professor:** Janie Yadon, Program Director
**Contact:** jyadon2@csub.edu or (661) 654-2546

**Nursing 357 Foundations of Nursing Research (4)**
An introduction to the fundamentals and principles of the research process, evidence-based practice and the application of research to nursing practice. In this course, an overview of the research process in nursing is presented with an emphasis on evidence-based practice and the critique of nursing research. The content includes: (a) definition of research terms; (b) nursing research approaches; (c) theory-research-practice interrelationships; and (d) elements of the research process. Additional topics include legal and ethical considerations, the institutional review board, and human subject’s protection.

**Professor:** Dr. Phyllis Heintz
**Contact:** Pheintz@csub.edu or (661) 654-2695

**Nursing 410 Professional Nursing Concepts & Issues (5)**
This course provides the students with opportunities to explore and critically analyze nursing theories and conceptual models. The relationship between nursing theories and nursing practice will be emphasized. Students will also examine the characteristics of nursing as a profession and the roles of the professional nurse. Current and evolving ethical, legal, political, and economic issues facing the profession of nursing will be discussed and analyzed.

**Professor:** Dr. Debra Wilson
**Contact:** dwilson4@csub.edu or (661) 654-6335
Application For Graduation (Due Sept 20th)

IMPORTANT: If you have completed Pathophysiology prior to the program, you will be 5 resident units deficient. To graduate on time, you will need to take the GWAR by course instead of exam or find a course or Independent Study opportunity with a nursing faculty member. Please contact Brynn Schock if this applies to you.

Application for Baccalaureate Degree in Nursing

Students who plan to graduate summer must complete the Application for Graduation by Sept 20th to allow time to process

The application is a form provided by the Office of Admissions and Records. You will fill out the form online, print, and mail in the completed application by Sept 20th.

You will be required to pay a $55.00 application fee. This payment must be made online or in person (at the Cashier’s office). If purchased online you will need to provide a copy showing payment with your application.

How to Pay for the Graduation Application Online:

1. Select Account Activity from “Other Financial”
2. “Make a Payment” (disable pop-up blocker)
3. Grad Check

Read the webpage and the application carefully to ensure that all required materials are submitted. Improper or late submission could delay your degree.

You may contact the Office of Admissions and Records at (661) 654-3036 for more information.

I typically get a few questions each term about how to complete this form (to show courses in-progress), so I have provided an example of how planned and in-progress courses are to be documented on the application. You may also even use the following two pages as your application as long as you only have Theme 2 (GET2 in IAP) and GWAR left to take to graduate and after you read the instructions on the application link.

If you have additional general education course work to be taken while in the program you will need to also add these courses. You will probably need two application forms in order to list all intended course work (if you do this, please make sure your name and student ID number are both on it and that you put “page 1 of 2” on the first page and “page 2 of 2” on the second page). Please also indicate the general education requirement you plan to take (i.e. Theme 2 and GWAR and, if required, other courses like Political Science, Foreign Language, etc.) and which term you plan to complete these (hopefully, GWAR can be met with exam in October and Theme 2 can be taken spring). If you have lower division general education to complete please contact Brynn Schock to create the IAP.
### Application for the Baccalaureate Degree

**CALIFORNIA STATE UNIVERSITY, BAKERSFIELD**
Office of Admissions, Records and Evaluations
9001 Stockdale Highway
Bakersfield, CA 93311-1022
(661) 654-3036 | FAX (661) 654-3389
www.csusb.edu/admissions

#### Applicant information and address
- **CSUB ID #:**
- **Receipt:**
- **Date:**
- **Name:** (Last, First, Middle)
- **Address:** (Street & Number) (City, State, ZIP)
- **Telephone:**
- **E-mail:**
- **Reapplication:** Yes [ ] No [ ]
- **Quarter of Degree and Date:** Summer 2016
- **Major(s):** Nursing
- **Minor(s):** N/A
- **Concentration:** N/A
- **Catalog Used:**

#### Mailing address for diploma and name as it is to appear on diploma (please print)
- **Name:**
- **Address:** (Street & Number) (City, State, Zip)

#### List all courses that are in progress and those to be taken in future terms.

<table>
<thead>
<tr>
<th>Course Dept &amp; Number</th>
<th>Course Title</th>
<th>Units</th>
<th>Term</th>
<th>Remarks</th>
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</thead>
<tbody>
<tr>
<td>N477</td>
<td>Special Topics in Nursing: RN to BSN</td>
<td>1.00</td>
<td>F15</td>
<td>IP</td>
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<tr>
<td>N410</td>
<td>Professional Nursing Concepts &amp; Issues</td>
<td>5.00</td>
<td>F15</td>
<td>IP</td>
</tr>
<tr>
<td>N357</td>
<td>Foundations of Nursing Research</td>
<td>4.00</td>
<td>F15</td>
<td>IP</td>
</tr>
<tr>
<td>N415</td>
<td>Principles of Nurse Management</td>
<td>5.00</td>
<td>W16</td>
<td></td>
</tr>
<tr>
<td>N345</td>
<td>Pathophysiological Basis of Illness &amp; Disease</td>
<td>5.00</td>
<td>W16</td>
<td></td>
</tr>
<tr>
<td>N492</td>
<td>Advanced Leadership Seminar I</td>
<td>5.00</td>
<td>W16</td>
<td></td>
</tr>
</tbody>
</table>

If you wish to receive post-baccalaureate credit, list those courses below to be taken during your last quarter of enrollment at CSUSB that are not required for the degree. Students seeking a teacher credential may have additional post-baccalaureate credit options. Please consult with your advisor.

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Note to Applicant: Any pending grades such as "I" Incomplete, "IP" Report in Progress, and "R0" Report Delayed must be changed before the degree can be awarded. Grade changes will not be honored once the degree has been awarded. You are hereby certifying that all information submitted above is accurate pertaining towards the completion of the Baccalaureate Degree and any deviation from the original submission may affect the status of the application. You MUST notify the Evaluations office if any changes to your program occur that may affect the completion of your degree after this application has been submitted.

### Applicant's Signature: ___________________________ Date: __________________
Application for the Baccalaureate Degree

California State University, Bakersfield
Office of Admissions, Records and Evaluations
9001 Stockdale Highway
Bakersfield, CA 93311-1022
(661) 654-3036 | FAX (661) 654-3389
www.csusb.edu/admissions

Applicant Information and Address

CSUB ID #: _____________________________Receipt: _____________________________

Name: ________________________________ Date: _____________________________
(First, Last, Middle)

Address: (Street & Number) ___________________________ (City, State, ZIP)

Telephone: __________________________ E-mail: ____________________________

Reapplying: Yes ☐ No ☑ Quarter of Degree and Date: __________________________

Major(s): Nursing Minor(s): N/A Concentration: N/A

Catalog Used: ____________________________

Mailing Address for Diploma and Name as it is to appear on diploma (please print)

Name: ________________________________

Address: (Street & Number) ___________________________ (City, State, ZIP)

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<th>Units</th>
<th>Term</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>N416</td>
<td>Directed Study in Career Development</td>
<td>5.00</td>
<td>SP16</td>
<td></td>
</tr>
<tr>
<td>N493</td>
<td>Advanced Leadership Seminar II</td>
<td>5.00</td>
<td>SP16</td>
<td></td>
</tr>
<tr>
<td>TBD</td>
<td>Themes 2</td>
<td>5.00</td>
<td>SP16</td>
<td></td>
</tr>
<tr>
<td>N441</td>
<td>Community Health Nursing</td>
<td>5.00</td>
<td>SU16</td>
<td></td>
</tr>
<tr>
<td>N442</td>
<td>Community Health Practicum</td>
<td>3.00</td>
<td>SU16</td>
<td></td>
</tr>
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Applicant’s Signature: ____________________________ Date: ____________________________
Clinical Documentation

Clinical Documentation will be due to Brynn Schock by January 15th

You will find a list of requirements along with other useful program and campus links through the Newly Admitted RN to BSN Program website at:

http://www.csub.edu/nursing/Resources/Current%20Students/NewRNtoBSN/index.html

More details to come in future newsletters!

If you have any questions please contact Brynn Schock at (661) 654-2610 or bschock@csub.edu.