

PRE-LICENSURE STUDENT HANDBOOK

Traditional BSN Program

Abstract

This document was prepared for all students interested in California State University, Bakersfield's traditional 3-year BSN pre-licensure program. Prospective applicants must meet the minimum eligibility requirements and have not violated any policies. This document has been revised for the current application entry. Specific requirements and policies are subject to change at any time. Students are responsible for obtaining the most current information from the Department of Nursing at CSUB.

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Department of Nursing Admissions Requirements

This document was prepared for all students interested in California State University, Bakersfield's traditional 3-year BSN pre-licensure program. Prospective applicants must meet the minimum eligibility requirements and have not violated any policies. This document has been revised for the current application entry. Specific requirements and policies are subject to change at any time. Students are responsible for obtaining the most current information from the Department of Nursing at CSUB.

Prior to applying to the Traditional BSN Program at CSU, Bakersfield applicants must:

- 1. Apply to the university. The university application can be found at CAL STATE Apply. Graduate students that are seeking a second bachelor's degree in nursing must apply to the university using the graduate application for post–baccalaureate admissions.
- 2. Fulfill the Department of Nursing prerequisite and general education requirements.
- 3. Achieve a minimum GPA of 3.0 in the nursing prerequisite courses.
- 4. Achieve a minimum GPA of 3.0 in the science and math prerequisite courses.
- 5. Earn a minimum grade of "C" (2.0) or higher for all prerequisite and cognate courses. A grade of "C " is not acceptable. Prerequisite and cognate grades below "C" will not be accepted for the nursing application or toward nursing degree requirements.
- 6. The Department of Nursing strongly recommends that non-CSUB students interested in CSUB's nursing program attend an Information Session. Individual advising appointments can be made after attending a session.
- 7. Complete all required coursework by established deadlines as indicated on the nursing application.
- 8. Submit a supplemental nursing application through NursingCAS including official transcripts and other documentation as applicable during the established nursing application periods.
- 9. CSUB applicants must either be U.S. Citizens or have permanent residency. Non–U.S. citizens must be able to provide a copy of their permanent residency card.
- 10. If admitted, sign and return the acceptance form by the established deadline (indicated in the admission offer).
- 11. Complete the required background check and drug testing within the time-period indicated. Outside agencies that are not contracted with the CSUB Department of Nursing cannot be accepted.
- 12. Complete the post–acceptance clinical requirements by the due date indicated by the Department of Nursing and attend 2 required program orientations.

FAILURE TO COMPLETE THE REQUIREMENTS WILL RESULT IN BEING ADMINISTRATIVELY DROPPED AND THE STUDENT WILL NOT CONTINUE WITH ENROLLMENT IN THE TRADITIONAL BSN PROGRAM.

The above is a general overview of the admission requirements. The remainder of this handbook includes further details on eligibility requirements and department policies.

Admissions Criteria

Admission to the Department of Nursing at CSUB is based on the following criteria. Applicants are ranked based on their overall prerequisite GPA, their science & statistics prerequisite GPA, their TEAS score, local residency, and paid healthcare experience.

1. Overall Prerequisite GPA – Applicants must have a minimum of 3.0 GPA in the following courses:

Prerequisite Course	CSU GE-Breadth Area
Oral Communication	A1
Written Communication	A2
Critical Thinking	A3
Statistics	A4 (B4 from other institutions)
Chemistry (General, Inorganic, Organic, or	B1 (B3)
Integrated w/ associated Lab is required at	
the institution where the course was taken)	
Human Anatomy (required with lab)	B2, B3
Human Physiology (required with lab)	B2, B3
Microbiology (required with lab)	B2, B3

- 2. Science & Statistics Prerequisite GPA Applicants must have a minimum of 3.0 GPA in the following prerequisites: Anatomy, Physiology, Microbiology, Chemistry, and Statistics.
- 3. ATI TEAS Exam Applicants must have a minimum of 72% score. CSUB Nursing will only consider the first 2 attempts. A retest on the TEAS requires a 14-day grace period from test date to test date. Effective Fall 2017 application period, the newest edition, ATI TEAS will be required—previous versions will not be accepted.
- 4. 2 seats are reserved for Military Veterans who were Honorably Discharged. These seats do not apply to Military Dependents.
- 5. Local preference is considered for the Bakersfield service area and for continuing CSUB students and/or Alumni.
- 6. Paid Healthcare Experience Applicants must have current healthcare licensure and/or paid work experience of 6 consecutive months in healthcare employment within the last 5 years with current licensure or certification. Examples of licensure includes but are not limited to CNA, MA, LVN, RT, EMT, or Paramedic.
- 7. Interview Applicants will answer interview questions on their supplemental nursing application, answer will be reviewed by faculty member to determine conditional acceptance.

Complete List of Pre-Health Prerequisite Courses

Before entering the first courses in the nursing major, students must complete the 8 prerequisite courses listed below, with a minimum grade of "C" in each course. Prerequisites may not be taken on an optional credit/no-credit basis. The science and statistics prerequisites must be taken within the past ten years.

Course Number	Course Title	Semester Units
BIOL 2210	Human Anatomy w/ Lab	4
BIOL 2220	Human Physiology w/ Lab	4
BIOL 2230	Microbiology w/ Lab	4
CHEM 1000 or CHEM 1003	Chemistry	3 or 4
MATH 1209 or PSYC 2018 or SOC 2208	Statistics	3
COMM 1008 or THTR 1009	Public Speaking	3
ENGL 1109	Writing & Research	3
PHIL 1019 or PHIL 2019 or SOC 1018	Critical Thinking	3

Complete List of Pre-Health Cognate Courses

Although cognate courses are not required for admission into the program, students are strongly encouraged to successfully complete the courses prior to entrance into the program. For any unmet cognate courses at the time of acceptance to the program, they must be taken during the specific semester it is scheduled in the nursing curriculum. A grade of "C" in a cognate course is the minimum grade acceptable for progression into the nursing program or to continue in the nursing program. Cognate courses cannot be taken on a credit/no-credit bases. Cognate courses can be repeated only once for a grade of a "C" or better for a student to enter or remain in the nursing program.

Course Number	Course Title	Semester Units
PSYC 1018	Explorations in Psychology	3
BIOL 2240	Principles of Nutrition	2
NURS 2190	Lifespan Development	3
BIOL 3220	Human Pathophysiology	4

Articulation of Prerequisite and Cognate Courses

Transfer students should check the course <u>Articulation Chart</u> on the Traditional BSN Program Website under Prerequisite courses or refer to <u>ASSIST</u> (assist.org) to determine if the courses taken at another California college or university will be accepted to meet CSUB pre-health prerequisites and cognates.

Policies Regarding Acceptance to the BSN Program

Eligibility/Prerequisite Course Failure Policies

A prerequisite is defined as any course that will meet a specific nursing requirement. Students are ineligible to enter the program if the following failure progression occurs:

Achieve less than a "C" twice in the same required prerequisite or cognate course

Repeats in Prerequisite and Cognate Courses

The Department of Nursing defines a repeated course as taking the prerequisite or cognate course a second time. Repeats in the prerequisites may only be considered if a minimum of a "C" was not earned in the prerequisite course or the equivalent. A prerequisite is defined as any course that would meet a specific nursing requirement.

The Department of Nursing will allow applicants to repeat <u>a maximum of two (2) prerequisite</u> <u>courses only one time</u>, regardless, if they are science or non-science courses. Effective Fall 2023 and beyond, this policy applies to the following courses determined to be equivalent:

- Human Anatomy with Lab (minimum 4 semester or 5 quarter units)
- Human Physiology with Lab (minimum 4 semester or 5 quarter units)
- Microbiology with Lab (minimum 4 semester or 5 quarter units)
- One general organic, inorganic, or combination chemistry with Lab (minimum 3 semester or 5 quarter units)
- Statistics (minimum 3 semester or 4 quarter units)
- English Composition (minimum 3 semester or 4 quarter units)
- Communications (minimum 3 semester or 4 quarter units)
- Critical Thinking (minimum 3 semester or 4 quarter units)

Chemistry: CSUB Nursing requires one lower-division Chemistry that can include any combination of general, inorganic, organic, and integrated chemistry (CSU Area B1) with associated lab if required from the college/university it was taken. If multiple Chemistry courses were taken, the second attempted Chemistry course will be used for eligibility. Taking multiple Chemistry courses count as a repeat in the science & statistics prerequisite.

A Cognate course repeat is accepted and must be passed with a "C" or better on the second attempt.

- Explorations in Psychology
- Principles of Nutrition
- Lifespan Development
- Human Pathophysiology

Course Withdrawals

Effective Fall 2012, the applicant's record of course withdrawals (where a "W" was earned) will be considered when assessing eligibility to apply to the nursing program. It must be noted that this policy varies from the university's course withdrawal policy but is part of the CSUB Department of Nursing impacted criteria (Impacted Request 2011).

To be eligible to apply to the nursing program and be considered, <u>applicants must not accumulate</u> <u>more than 19-semester units or 28-quarter units in "Ws" before attending or during the program</u>.

A complete withdrawal from one term will not count against the 19-semester or 28-quarter unit's maximum limit.

Withdrawals with a "W" that occurred five or more years prior to applying to the nursing program will not be considered.

A 'W' in a prerequisite or cognate will not be considered a repeat course.

Transfers from Other Nursing Programs - Pre-Licensure Students/Applicants

A student who has previously enrolled in a nursing program but did not complete the required coursework is a nursing program continuing transfer student—not a new applicant.

Resources are not available at this time to provide additional orientation and course sections that would be required to serve continuing transfer students. The decision has been made by the Chair of the Department of Nursing to not accept any continuing transfer students.

A continuing student in this situation must seek permission to apply for entry to the traditional BSN program. Permission is granted by the Undergraduate Programs Committee (UPC). To petition for entry as a new applicant, the following must be submitted:

- 1. Letter of good standing from the nursing program director/chair previously enrolled in,
- 2. Official transcripts from all colleges attended,
- 3. A typed letter addressed to the Undergraduate Programs Committee requesting to seek permission to apply for a seat in the traditional BSN program.

Requests are reviewed on a case-by-case basis with consideration to students' academic progress and potential for success in the CSUB BSN program. An application to the nursing program can only be submitted after permission has been granted by the UPC and will follow the standard application process of a new applicant.

Military – Reserved Seats

On April 30, 2009, the CSUB Nursing faculty approved a proposal to reserve two positions for active or recently honorably discharged military personnel who are committed to attending the nursing program at CSUB. Military personnel or veterans must meet higher base standards than the impacted criteria require.

Military applicants must have:

- Overall minimum prerequisite GPA of 3.0
- Science & Statistics minimum prerequisite GPA of 3.0
- Minimum ATI TEAS score of 72%

Military applicants must submit the following documents with their nursing application:

- Transcripts that substantiate completion of all prerequisite courses, cognate courses, and any general education requirement
- A letter of commitment to attend the program if accepted

Military - Awarding of Credit for Previous Education or Knowledge

Awarding of credit for previous education or another acquired knowledge, including military education and experience:

- Matriculated student notifies Undergraduate Program Director or designee within 4 weeks
 of acceptance into the Pre-Licensure program of his/her request to seek course credit for
 previous education or other acquired knowledge, including military education and
 experience and specifies course(s).
- Student provides materials, documents, and evidence for consideration for a specified course(s) within 6 weeks of acceptance into the program.
- Student meets with the Pre-Health Advisor or designee as requested.
- The appropriate faculty or faculty members designated by the Pre-Health Advisor or designee review the materials, documents, and evidence within 3 weeks of receipt of materials to the department and makes the determination to award or deny credit.
- Student is notified by the Pre-Health Advisor or designee of the decision within 4 weeks of receipt of materials, documents, or evidence. If a "cannot award credit" decision is made, the letter of notification will indicate the rationale behind the decision. The student will be told that he/she can request a challenging course by exam and follow the CSU Bakersfield policy.

Bachelor of Science in Nursing (BSN) Curriculum

Coursework in BSN curriculum is divided into four separate areas:

- 1. Prerequisite courses
- 2. Cognate courses
- 3. General Education requirements
- 4. Nursing curriculum courses

Minors

Pre–Health or Nursing students are not required to declare a minor. In some instances, a minor is a student's choice if interested.

Sample Degree Completion Plan

California State University, Bakersfield converted from a quarter system to a semester system. The Program Pathways Mapper includes a degree completion plan with the semester curriculum beginning with the 2022 Academic year onward.

General Education and Graduation Requirements

Students in the BSN program are required to complete the General Education requirements for a bachelor's degree. Areas satisfied by the program are listed below. For a list of courses for each GE requirement, please visit the <u>Traditional BSN Program's website</u> for more information.

General Education Areas

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First Year Seminar	CSUB 1029 or transferred
Areas A1 – A4	Satisfied by prerequisites
Areas B1 – B3	Satisfied by prerequisites
Area C1	Arts
Area C2	Humanities
Area D	Satisfied by cognate
Area F	Ethnic Studies
SELF	Satisfied by Nursing course
American Institutes – AG	Government
American Institutes – AH	History
JYDR	Satisfied by Nursing course
Upper Division C & GWAR	PHIL 3318 (recommended)
Upper Division D	Satisfied through approved waiver
Capstone	Satisfied by Nursing course

Nursing - Traditional BSN

Bachelor of Science

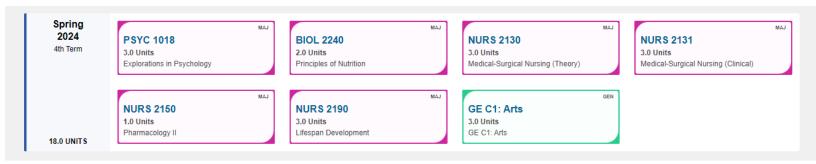
120.0 Units

■ Major Course ■ General Education Course ■ Elective Course ■ Milestone | ⑤ Offers Microcredential

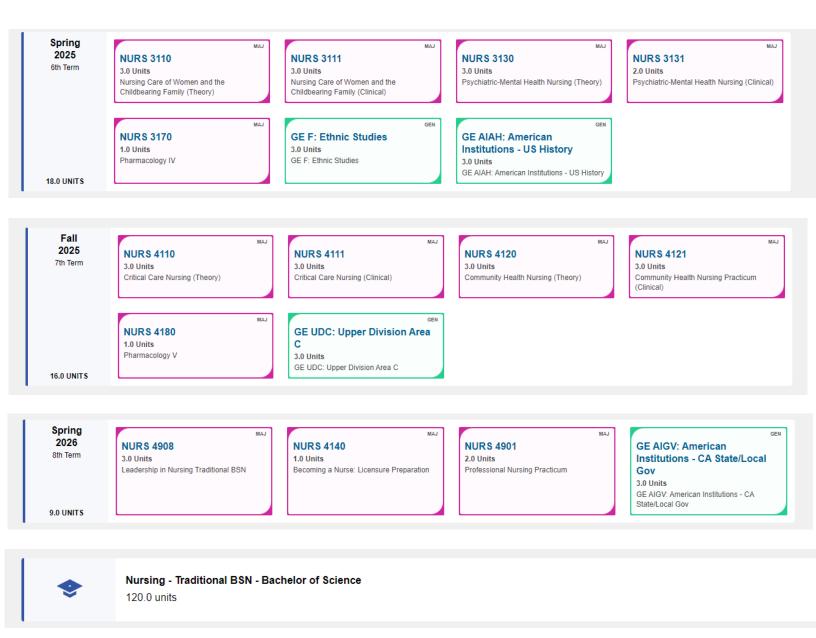












General Education Certification

Students planning to transfer to CSUB should meet with an academic advisor at their college or university to inquire about getting their lower division coursework GE Certified. Not all courses will transfer to meet the same general education areas. A CSU GE certification ensures that the identified CSU GE-Breadth area(s) is complete.

Post Baccalaureate Student - Seeking a Second Degree in Nursing

Students that have already earned a bachelor's degree from a regionally accredited U.S. college or university are not required to complete additional coursework that is not particular to the nursing program requirements. Those who have earned a bachelor's degree from a foreign university will need to have official transcripts evaluated by an evaluation agency. Degrees earned from a foreign university that are not concluded as a U.S. equivalent bachelor's degree are subject to completing the remaining general education graduation requirements.

Application to the BSN Program

Application Availability and Deadlines

New nursing classes are scheduled to begin during the Fall semester in August.

- Step 1 <u>Cal State Apply</u>: Applicants must apply to the university through Cal State Apply for the following fall term from October 1st through November 30th.
- Step 2 <u>NursingCAS</u>: Applicants must complete and submit the required supplemental program through NursingCAS during the application filing dates. The application period for the fall varies and is updated on the Traditional BSN Program's website.

Important: Applications can be submitted with prerequisite work in progress. <u>However, to be eligible for final consideration, all prerequisites must be completed according to the deadlines outlined on the nursing application.</u>

Application and admission requirements will vary from one CSU campus to another. It is important that students become familiar with the admissions requirements and application filing period for each nursing program they plan to apply to. Applicants should submit all application documents together. Incomplete applications will not be accepted. The Department of Nursing will not process an application until all required items are received. Applicants who fail to submit a required application item(s) by the established deadline will be ineligible for admission for that admission cycle.

Notification of Application and Admission Status

Applicants will be notified by the Department of Nursing when their application is received. Throughout the application review period, applicants will be sent updates regarding course equivalencies, etc. **Applicants are notified by email of their acceptance status**. Every effort is made to inform applicants of their admission status between June through early August for the fall semester admission. It is important that applicants notify the Department of Nursing of email address changes. If an applicant cannot be reached at any time during the application period, their nursing application will be canceled.

Post - Acceptance Requirements: Background Check and Drug Test

Upon conditional acceptance to the program, a background check and drug screen will need to clear. This is ordered at the expense of the student through an agency contracted with the Department of Nursing. Nursing students must meet clinical placement requirements. Our contracted community partners can refuse placement based on criminal convictions. Convictions and traffic violations of over \$1000 must be reported to the Board of Registered Nursing (BRN) when applying to take the licensure exam (NCLEX). A more extensive background check will need to clear with the BRN for licensing. If a student is concerned about how their situation may be affected, they are encouraged to discuss this with the Pre–Health Advisor. More information on prior convictions may be found on the BRN website.

Pre-Health Student Resources and Services

Academic Advising

Pre-Health is not a major or program at CSUB. Pre-Health is a career designation where students complete a curriculum of classes and requirements for admission to the Traditional BSN program. The CSUB Nursing program is impacted; therefore, admission to the nursing program is not guarantee. Pre-Health students are encouraged to work hard and concentrate on the nursing prerequisites so that they can be a competitive candidate for admission to the nursing program. The Department of Nursing has specific policies on eligibility for admissions. Pre-Health students must review these policies with the Pre-Licensure Nursing Academic Advisor and designated Pre-Health Academic Advisor in addition to referencing the Pre-Licensure Handbook located on this portion of the website.

First Time Freshmen

Students who have earned a high school diploma or G.E.D. and have never attended a college or university since high school are considered first-time freshmen. University admissions requirements for first-time freshmen can be found online through the Office of Admissions and Records for First Time
Freshmen. Once admitted to the university, first-time freshmen will work with the pre-nursing advisor to determine an educational plan and pre-application planning.

Current CSUB Students

Current Pre-Health students attending CSUB are encouraged to meet with the Pre-Licensure Nursing Academic Advisor or designated Pre-Health Academic Advisor at least once a semester for educational advising and pre-application planning. Due to the impaction status, the admissions criteria may change periodically. Advising appointments are useful in keeping up to date with current department policies, the status of eligibility, and prerequisite, cognate, and general education completion.

Throughout the advising process, students must be able **to represent all academic history accurately**. As part of the application process in the Department of Nursing, students are required to submit authentic and official transcripts from <u>all</u> academic work attempted.

According to the university, "...failure to file complete, accurate, and authentic application documents may result in denial of admissions, cancellation of registration, or academic credit, suspension or expulsion" (CSUB Catalog 2023-2024). Applicants who misrepresent their academic history by adding, altering, or omitting information will be declared ineligible for admission to the CSUB BSN program.

Non-CSUB Students

Students attending a college or university outside CSU, Bakersfield and are interested in applying for the Traditional BSN program must attend a Virtual Information Session prior to scheduling an individual appointment. A schedule of information sessions can be found on the Traditional BSN Program's website.

Transfer Students

Students who have attended a college or university and are interested in CSUB are considered transfer students. University admissions requirements for transfer students can be found online through the office of Admissions and Records for <u>Transfer Students</u>. Transfers are welcome to apply to the BSN program and complete requirements by the published deadline indicated for the nursing application period. Students are encouraged to attend a scheduled information session to discuss plans for applying and/or transferring to CSUB. Transfer students may refer to the <u>Prospective Applicants</u> section of this website to see if they are ready to apply for the next application period.

Post-Baccalaureate Students

Individuals who have earned a bachelor's degree or higher from an accredited university can apply to the Traditional BSN program. Students seeking a second degree in nursing are still required to complete the program requirements for admission to apply and compete for a seat in the applicant pool. University admissions requirements for 2nd-degree student may be found online through the Office of Admissions and Records for Post-Baccalaureate. Prospective Post-Baccalaureate students are also encouraged to attend a scheduled information session to learn more about pre-application planning. Second-degree students may refer to the Prospective Applicants section of this website to see if they are ready to apply for the next application period.

Department of Nursing Website

CSUB Nursing has a <u>website</u> to keep students updated on admission criteria, a list of prerequisites and cognates courses, application deadlines, frequently asked questions, and other application information. For more information regarding how to apply for the Traditional BSN program, please review the <u>Apply Now</u> section.

Acknowledgement Notice

By reading this handbook, students acknowledge that the current policies listed are specific to CSUB Pre-Health Track and Traditional BSN program eligibility requirements and that they may be different from that of other universities and other nursing programs. Admissions requirements may be subject to change at any time by the department. If at any point, the admissions requirements are unclear to the student, they will consult directly with the Pre-Licensure Nursing Academic Advisor (contact information listed below) or the Department of Nursing.

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