



**School of Natural Sciences & Mathematics
Department of Nursing
California State University, Bakersfield**

29 RNC
9001 Stockdale Highway
Bakersfield, California 93311-1022

(661) 654-3101
FAX (661) 654-6903

Dear Master's Program Student,

September 1, 2007

This is the information you will need for fall quarter.

1. Submit a Health Clearance Form signed by the staff at the Student Health Center (do **NOT** submit your completed physical examination form to the Department of Nursing Office). The current health requirements are located in the *Graduate Nursing Student Policy Handbook* posted on the Nursing Homepage on the web.
2. Submit the completed "Annual Safety Requirement" form (available on the Graduate Nursing Program homepage) indicating that you are current in information on personal safety and HIPAA regulations through your place of employment.
3. Submit the completed "Request for Student Information Update" form (below) to the Nursing Office.
4. Submit a copy of your current California RN license and current health care provider CPR card.
5. Submit a copy of proof of purchase of professional liability insurance coverage available through the CSUB Foundation Accounting office. The amount for the one-year of coverage is approximately \$20.00. It is University policy that all students must purchase the campus policy regardless of other forms of malpractice/professional liability insurance coverage.

After the quarter starts you will receive a letter with information on how to begin the application process for the Federal Nurse Traineeship grant money. In addition you must meet the Graduate Writing Assessment Requirement (GWAR) before you can be moved to classified status. If you are a graduate of the CSUB baccalaureate program, you have probably met the requirement as an undergraduate. If you graduated from another CSU baccalaureate program you will need to get documentation from that CSU campus that this requirement was met. If you graduated from a private, out-of-state or foreign university you will need to take the challenge exam or an appropriate course through CSUB. You need to be aware that this requirement must be met before you can be moved to classified status. The challenge exam is only administered three times a year.

In addition you also need to know about specific grading criteria in the Master's program. This is the exact quote as it appears in the *Graduate Nursing Student Policy Handbook*: "Students must obtain a grade of 'C' in all graduate courses in order to progress in the program, 'C-' is not considered passing. A grade of 'B-' or better must be obtained in courses that are identified as meeting outcome criteria for progression to graduation (N624, N653, N665, N690, N691). A student may repeat a failed course only once and no more than two courses may be repeated. N690 and N691 must be successfully completed with a 'B-' or better and cannot be repeated."

I am looking forward to seeing all of you on campus.

Sincerely,

Candace J. Meares

Candace J. Meares, PhD, RN, CNA, BC
Professor and Graduate Coordinator

California State University, Bakersfield
Department of Nursing

Request for Student Information/Update

(PLEASE PRINT)

Name: _____ CSUB ID: _____

Address: _____

Home Phone: _____ Cell Phone: _____

E-mail: _____ SSN: _____

Program

Please **circle** program and/or appropriate level

MSN Option

Certificate/Credential Program

CNL

FNP

Post-Master's Certificate

SN

Post-Baccalaureate SN Credential

Post-Master's SN Credential

Fall 2007