



TARLETON
STATE UNIVERSITY
Member of The Texas A&M University System

S c h o o l of Nursing

DEPARTMENT OF POST LICENSURE NURSING

McLennan Community College
Room- MAC 101
1400 College Drive
Waco TX 76708

LVN to BSN
APPLICATION FORM

Instructions

A point system is used to select students for admission to the LVN to BSN (Post Licensure) nursing program at Tarleton State University (TSU). Students who submit all application materials, HESI scores, and meet admission requirements by the deadline will be ranked on a list in descending order according to their total number of points. Available spaces will be filled from the point list until classes are full. *Admission is highly competitive and not guaranteed.* Students not admitted must submit a new application to be considered for the next admission cycle.

Application to the nursing program is separate from and in addition to the application to Tarleton. To be considered for the program admission the individual **MUST be admitted to Tarleton State University through the Office of Admissions.** In addition, you must apply and meet admission requirements of the School of Nursing.

The nursing program application and all application materials must be submitted by July 1st.
Applications and application materials submitted after the deadline(s) will not be considered.
Incomplete admission packets will not be accepted.

Admission Requirements

1. GPA of ≥ 3.0 on specific completed English and Science program prerequisite courses (ENGL 1301 and 1302, CHEM 1407 or 1411, BIOL 2401, 2402, and 2420 or 2421).
2. *Composite score ≥ 80 on the HESI A2 (English -Vocabulary, Reading, Grammar), Math, and A&P AND completion of Critical Thinking and Learning Styles) or have ≥ 1180 on the SAT or ≥ 24 on the ACT.

Any test scores must have been taken in 5 years or less.

3. Ability to complete all program prerequisite courses with a minimum grade of C prior to the application to the program.

4. No complete course can be repeated more than once.
5. Eligibility for RN licensure upon graduation. You must receive criminal background clearance by the Texas Board of Nursing and answer no to eligibility questions or receive a Declaratory Order before acceptance (see part IV of the application for more details).

Please note that meeting admission requirements does not constitute guaranteed admission. Residency points are added after subtotal points are ranked in descending order. Students with the highest points and on-time submission of application will be accepted until the available admission slots are filled. Admission to the nursing program is highly competitive and admission is not guaranteed. The point calculation worksheet is located at www.tarleton.edu/nursing.

Application Submission Instructions:

1. Apply to Tarleton State University Office of Admissions

(ACCEPTANCE TO THE UNIVERSITY DOES NOT GUARANTEE ACCEPTANCE TO THE NURSING PROGRAM)

- _____ Completed Application Form (if you have previously applied or attended TSU but are not presently enrolled you must complete the appropriate readmission process and pay the application fee prior to the nursing application deadline)
- _____ Official Transcripts from **Every College and/or University attended** regardless of the number of credit(s) earned or whether or not the courses are part of the required course work for the nursing degree
- _____ Fee and Other Appropriate Materials As Outlined In the Catalog

2. Apply to the LVN to BSN Nursing Program-Bring all items at once to the Waco advisor (partial material submission is not allowed)

- a. Fill out the application form completely**
- b. Write narrative as described in application**
- c. Submit HESI scores (please review HESI requirements in admission requirements above). Only HESI scores that are submitted from an authorized testing center will be accepted.**

Go to your HESI account at www.evolve.elsevier.com

1. HESI secured exams
2. HESI transcripts
3. Register for transcript
4. Pay \$15 and print receipt
5. Send scores to Tanya Elston by e-mail to: elston@tarleton.edu OR Chelse Hatfield at chatfield@tarleton.edu OR Janis Shoot at shoot@tarleton.edu

OR by mail to: Tarleton State University, Box T-0030, Stephenville, TX 76402

Submit copy of HESI results with application (you must still submit official results as described above)

3. Reference letters should be brought to the Waco advisor

- a. Give the reference forms to three individuals who can attest to the following information about your performance and capabilities. Reference forms can be located at www.tarleton.edu/nursing.
1. Academic performance and aptitude.
 2. Ability to perform capably in positions of responsibility.
 3. Potential to achieve the objectives of this program of study and/or your interest in the nursing profession.

Provide an envelope to each person selected. **The envelope should be sealed by the evaluator with their signature across the seal.**

NOTE: The School of Nursing Undergraduate Program Committee (UPC) considers the quality of your reference selections when evaluating your admission status as well as the content of the reference. For example, personal friends or relatives should not be asked to complete a reference for you.

4. Unofficial or copies of official Transcripts from Every College and/or University attended regardless of the number of credit(s) earned or whether or not the courses are part of the required course work for the nursing degree (not required to submit if Tarleton has transcripts).

5. LVN license information directly from the Texas Board of Nursing site.

Note:

Before application, schedule a time to meet with the advisor to ensure all application materials are completed and requirements of the program are met. It is the applicant's responsibility to determine the status of application materials. To determine whether all of your materials are in order, please email the nursing office at ttull@tarleton.edu prior to application deadline.

APPLICATION FORM
Part I. General Information

PLEASE PRINT INFORMATION

Name: _____ SS#: _____

ID# _____

Current Address: _____
Street Address City State Zip

Phone #: _____ Cell #: _____

Tarleton Email Address: _____

(Print neatly – notification of program status will be sent by email- Only Tarleton emails may be used for University communication to comply with Federal Law)

Currently Attending Tarleton: _____ Yes ___ No

Previously advised by a TSU Nursing Advisor? ___ Yes ___ No

If not attending Tarleton, have you applied? ___ Yes ___ No If yes, when? _____

Have you received a letter of acceptance from TSU? ___ Yes ___ No (If yes, provide copy during application process)

Required Non-Nursing Courses

This semester I am enrolled in the following courses _____
_____ at _____ college/university.

Part II - Healthcare Experience

Nursing or Health Related Education/Experience:

LVN or LPN? Yes No If Yes, License # _____ State _____ Expiration Date _____
If and LVN or LPN, do you hold an unencumbered license? If no, please describe reasons for encumbered license _____

Paramedic? ___ Yes ___ No If Yes, License # _____ State _____ Expiration Date _____

EMT? _____ Yes No If Yes, License # _____ State _____ Expiration Date _____

Pharmacy Tech? Yes No If Yes, Registration # _____ State _____ Expiration Date _____ Medication

Aide? Yes No If Yes, Permit # _____ State _____ Expiration Date _____ Certified Nurse

Assistant? Yes No Registration # _____ State _____ Expiration Date _____ other: Yes No

If yes, Explain: _____

Part III – Narrative

In this part of the application you are asked to provide information to the School of Nursing Student Affairs, Matriculation and Academic Standards (SAMAS) Committee so they will come to know you on a more personal level as well as evaluate your writing style. Limit responses to the questions to three **handwritten** pages using paper you provide. Please take your time and consider carefully your responses to the questions listed. **Do not type this part of the application.**

1. Describe your reasons for choosing nursing as a career.
2. Describe your reasons for choosing the nursing program at Tarleton.
3. Describe your career goals and the way in which you think the nursing program at Tarleton will prepare you to attain these goals.
4. What do you perceive will be your greatest challenge to successful completion of the nursing program?
5. Include any additional information that you want the SAMAS Committee to consider.

Members of the School of Nursing SAMAS Committee will evaluate your narrative on content and quality using the following rating scale. Evaluation of quality will be based on spelling, punctuation, legibility of handwriting, grammar, and congruency of written dialogue with prompts 1-5.

Rating Scale: 4=Outstanding; 3=Good; 2=Fair; 1=Poor; 0=No Evidence

Part IV - Eligibility Requirements for Licensure as a Registered Nurse

Criminal Background Evaluation: Upon tentative acceptance to the program you will be required to undergo a criminal history record check. The record check process includes: (1) the school submitting your name to the Texas Board of Nursing, (2) you completing the form provided by the school necessary to schedule a fingerprint appointment with an authorized service center; (3) electronic submission of your scanned fingerprints from the service center to the TX DPS/FBI; and (4) results of the record check delivered to the TX Board of Nursing from the TX DPS/FBI. Other required background checks you will complete include the OIG (Office of Inspector General) for HealthCare exclusions. The Board will send you a result card that identifies either that your record is clear or you need a Declaratory Order. You are required to submit this card to your clinical compliance document management system to receive final program acceptance. If a Declaratory Order is needed you will not receive final acceptance until we receive a copy of order that you receive from the Board.

Eligibility for Licensure: The Texas Board of Nursing has identified certain circumstances that may render a potential candidate ineligible for licensure as a registered nurse in the State of Texas. Eligibility for licensure upon graduation is one of the admission requirements for Tarleton's nursing program. If you must answer "YES" to any of the following questions or your result card from the Board does not show a clear criminal history record check, you must submit a copy of your Declaratory Order, or other appropriate ruling, from the Texas Board of Nursing to the nursing office before you can be considered for admission. Non-disclosure of relevant information raises questions related to truthfulness and character.

1. NO YES For any criminal offense, including those pending appeal, have you
(**You may only exclude Class C misdemeanor traffic violations**):
 - A. Been convicted of a misdemeanor?
 - B. Been convicted of a felony?
 - C. Pled nolo contendere, no contest, or guilty?
 - D. Received deferred adjudication?
 - E. Been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
 - F. Been sentenced to serve jail or prison time? Court ordered confinement?
 - G. Been granted pre-trial diversion?
 - H. Been arrested or any pending criminal charges?
 - I. Been cited or charged with any violation of the law?
 - J. Been subject of a court-martial; article 15 Violation; or received any form of military judgment/punishment/action?
2. NO YES Are you currently the target or subject of a grand jury or governmental agency investigation?

3. ____ NO ____ YES Has **any** licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a professional license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?
4. ____ NO ____ YES Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?
5. ____ NO ____ YES Within the past five (5) years have you been diagnosed with, treated, or hospitalized? If yes, indicate which: ____ schizophrenia and/or any psychotic disorder ____ bipolar disorder ____ paranoid personality disorder ____ antisocial personality disorder ____ borderline personality disorder?

Declaratory Order Process

If you answered "YES" to any of the questions listed in this section, contact the nursing program's office at generic_bsn@tarleton.edu and the Board's Education/Examination at https://www.bon.texas.gov/forms_declaratory_order.asp for a Declaratory Order Petition. The Board has the authority to make a decision regarding an individual's eligibility to take the licensing examination and licensure as a registered nurse. Processing your Petition may take 6 to 9 months or longer, depending on the circumstances. Once all requested documents have been received, the Petition will be submitted to the Board's Legal Department for review. You will be notified by the Board of Nursing when the review is complete.

Part V – Certification of Facts and Signature

I certify the facts set forth in this Application for admission to the nursing program are true and complete to the best of my knowledge. I also certify that I completed Part IV of the application. I understand that the information provided is subject to investigation and that falsification of an application is cause for rejection or dismissal.

Signature of Applicant: _____ Date: _____

Tarleton State University, an Equal Employment Opportunity and Affirmative Action Employer and Educator, is committed to excellence through diversity.

Revised 1/10, 9/10, 7/11, 10/14, 5/18, 6/2019

