**Crown College Nursing Department**

**Office: 952-446-4482 Fax: 952-446-4489 E-mail:** [**nursing@crown.edu**](mailto:nursing@crown.edu)

**Application for BSN-Prelicensure Acceptance**

# Deadline for submission is Friday, February 2, 2024, by 4:00pm CST

Final acceptance is sent June 2024.

**First and Last Name** Click or tap here to enter text.

**Student ID** Click or tap here to enter text.

**Date of Birth:** Click or tap to enter a date.

**Semester/Year to start junior Nursing classes (“Fall 2024”):** Click or tap here to enter text.

**Home Address** Click or tap here to enter text.

**Email:** Click or tap here to enter text. **Cell:** Click or tap here to enter text.

In this application, you are declaring your intent to be considered for acceptance to the Crown College Nursing Department, having met the minimum requirements listed on page 2 of this document. Space may be limited; not all qualified applicants are guaranteed acceptance. All notifications will be sent via email and/or U.S. Postal Service.

Applicant’s Signature: Click or tap here to enter text.

Today’s Date: Click or tap to enter a date.

NOTE: By signing above, the applicant releases Crown College, its employees, consultants/contractors, and all individuals involved in providing or collecting data, from any responsibility related to perceived/actual harm or damages as a result of this application and verification process. The applicant agrees to waive all rights to artifacts submitted, data collected, and scores assigned for the purposes of establishing priority in the acceptance process. The applicant understands that they may only receive their standing on the waiting list and not any other data such as scores, reviewers' comments, or acceptance priority.

**For Internal Use:**

**Has met minimum acceptance requirements:** Choose an item.

**Has addressed Priority Criteria, as applicable:** Choose an item.

**Status:** Choose an item.

**\*Condition(s) to be met:** Click or tap here to enter text.

**If not approved explanation:** Click or tap here to enter text.

 Click or tap to enter a date.

Chair of Nursing Signature Date

**Nursing Application Minimum Requirements**

The following are minimum threshold requirements to be considered for acceptance into the Crown College Nursing Department.  Space may be limited, however, and not all qualified applicants are guaranteed acceptance.

1. Achieve a cumulative GPA of at least 2.75, pending spring grades. GPA will be calculated based on all current/previous college-level coursework.
2. Complete all bolded prerequisite courses with a grade of C+ or higher, pending spring grades, andwith no prerequisite course being taken more than twice. Science prerequisite courses must have been taken within the past five years.
3. Be recommended for acceptance to the Nursing Department by one person outside the Nursing Department.
4. Proof of current certification in Basic Life Support (BLS) for the Health Care Provider through the *American Heart Association*.
5. A cleared background check from the Minnesota Department of Human Services (DHS) is required prior to starting clinicals.
6. Demonstrate a level of personal health consistent with safe nursing practice as determined in a physical examination within the past 12 months. Each student must submit a completed “Crown College Nursing Department Essential Function and Physical Assessment Form” prior to starting clinical experiences.
7. Must provide one of the following negative TB test results within the past 12 months.

* Single-step Mantoux (TB skin test-TST).
* QuantiFERON®–TB Gold In-Tube test (QFT-GIT) or T-SPOT®.TB test (T-Spot)
* Documented normal chest x-ray within the past 5 years.
* After admission to nursing program, a symptoms assessment form may be required.

1. Provide documentation for Minnesota Department of Health Recommended Vaccines for Health Care Personnel (<https://www.health.state.mn.us/people/immunize/basics/hcpvax.html>)

* Hepatitis B series
* MMR-Measles, Mumps, & Rubella
* Varicella-Chickenpox
* Tetanus, diphtheria, and pertussis (Tdap) once and Tdap booster every 10 years
* Influenza-annually

1. Comply with current Minnesota Department of Health COVID-19 Recommendations for Health Care Workers and clinical site requirements. COVID-19 vaccination is not required to be accepted in the Nursing Program. Preference for exemption should be disclosed when other required vaccination documentation is provided.
2. Comply with facility-specific requirements, such as drug and alcohol testing, with negative results.
3. Comply with all policies and procedures of the most current Nursing Department Student Handbook and the most recent edition of the Crown College Catalog.

**Paperwork To Be Submitted with Application** (Nursing will verify other requirements at a later date.)

* BSN-Prelicensure Application
* Recommendation Letter (may also be sent directly from your reference by application due date)
* Copy of AHA BLS Card
* Immunization Record
* Physical Exam Documentation
* TB Result(s)

**BSN-Prelicensure Program Acceptance Policy**

This policy will guide the Crown College Nursing Department in selecting students from a pool of applicants for the BSN-Prelicensure program. The purpose of this policy is to select students who will most likely succeed in meeting the mission and goals of Crown College and the Nursing Department.

Application Deadlines

Applications for acceptance to the Crown College Nursing Department will be available the beginning of November for students wishing to enroll in the junior class the following fall. The application can be found on the Crown College Nursing Department web site. Completed applications will be due by the first Friday of February each year at 4:00 pm CST. In the event of inclement weather (campus is closed per school policy), the deadline will be extended to the next school day at 4:00 p.m. CST. The application, in its entirety, must be in the Nursing Department Office. Crown College is not responsible for lost/stolen mail or packages (whether Crown College campus mail is involved). Late applications will automatically be moved to the Category 3 pool of applicants, below.

Applicants will be placed in the following categories for consideration, based on the number of credits successfully completed at Crown College and whether or not the application was received by the due date.

**Category Criteria**

1. Students who completed 36 or more credits at Crown College and met the application due date.
2. Students who completed 12 to 35.5 credits at Crown College and met the application due date.
3. Students who completed fewer than 12 credits at Crown College and/or did not meet the application due date.

Students in Category 1 will be considered before students in Category 2, and students in Category 3 will be considered last. Regardless of student category, all Nursing Department acceptance criteria (per the most recent edition of the Nursing Student Handbook) must be met to be accepted into the nursing program.

Notification of Decision

The Crown College Nursing Department will send all notifications pertaining to nursing application and acceptance via official Crown College e-mail.

**June 1** – Students in all 3 Categories will be notified of either final acceptance, conditional acceptance, waiting list eligibility, or final non-acceptance. Final acceptance will be given no later than September 1.

### **Waiting List Eligibility**

The waiting list will be comprised of qualified applicants who were not accepted into the Nursing Department due to seat limitations. The rank on the waiting list will be based on the same categories listed above.

### **Non-Acceptance to the Crown College Nursing Department**

Any student that is not accepted into the nursing program may reapply for acceptance in any future year. Reapplication or previous application is not considered in the acceptance process.