



LOMA LINDA UNIVERSITY
School of Nursing

CATEGORY: School of Nursing
(Required committee for review/revisions: Undergraduate Faculty Council)

SUBJECT: Advanced Placement Policy & Procedure: Transfer Students

COORDINATOR: Associate Dean of Undergraduate Nursing &
Student Affairs

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Effective: May 4, 2022

POLICY

LLUSN accepts a limited number of transfer students based on available space. Applications for transfer into the undergraduate nursing program will be evaluated quarterly and submitted per regular deadlines. Applicants will be evaluated on an individual basis to determine eligibility.

All transfer applicants for advanced placement must meet the same eligibility requirements and academic prerequisites* as standard BS nursing applicants and complete the following:

- Minimum passing score for the ATI Test of Essential Academic Skills (TEAS)
- Minimum passing score for the Critical Thinking Exam
- Minimum prerequisite GPA of 3.0 (also minimum cumulative nursing course GPA of 3.0)

*All prerequisites must be completed before starting the program.

Transfer applicants must submit transcripts and course syllabi from a regionally accredited nursing program showing successful completion (with a "C" or above) of the following three course equivalents within the past three years:

1. NRS 231 Foundations of Nursing**
2. NRS 232 Fundamentals of Nursing**
3. NRS 233 Health Assessment

**All of the above requirements must be met, with no more than one lacking clinical unit (to be taken at LLUSN)

All transfer students from an ADN program and any student who received a C- or below in any prior nursing course will be required to take the following courses in their first quarter.

- NRS 224 Nursing Pathophysiology
- NRS 230 Principles of Professionalism & Clinical Reasoning

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- NRS 305 Nursing Pharmacology
- RELT 423 Loma Linda Perspectives
- Additional prerequisite/nursing courses may be required

Additionally, any student who received a C- or below in any prior nursing course will be required to take NRS 244 Strategies for Academic Success each quarter until the equivalent course was passed that they failed previously.

Additional Graduation Requirements

- Must meet all current Catalog requirements for the BS in Nursing
- Must take required religion units - See Catalog for details (approx. 4 units per year)

Academic Residency Requirements

- Limit 105 credits from Jr College
- Must take at least 45 units at LLU (with 32 units at the senior level)
- Must take at least three clinical courses at LLUSN

PROCEDURE**Student Application Steps:**

1. Contact Student & Alumni Relations (StAR) at 909-558-4923 for an evaluation of prerequisites and state that student is inquiring as a potential transfer student. Have the following to refer to when talking with StAR representative:
 - a. A copy of unofficial transcripts in PDF format for review
 - b. Additional course information may be requested, if previous course articulations have not been established
2. Pending prerequisite review and satisfactory completion of other transfer requirements, an appointment to meet with the Associate Dean of Undergraduate Nursing or designee will be scheduled.
3. Apply to LLUSN <https://nursing.llu.edu/undergraduate-programs/bs-nursing>
4. Submit official transcripts to University Records. Email transcripts to: Admissions.app@llu.edu (follow directions on website: <https://llu.instructure.com/courses/372171/pages/transcripts>)
5. Submit the following to the LLUSN Student & Alumni Relations (StAR) office:
 - a. Nursing curriculum plan/track for prior nursing school (order of classes required for their nursing degree)
 - b. All prior nursing course syllabi (including statistics, if taken) for the quarter/semester course(s) were taken (must include detailed description of course topics covered for each lecture.
 - c. Personal statement that includes a rationale/reason for requesting the transfer
 - d. Recommendation letter from the prior nursing school from the Dean or Program Director
6. Start the application process for financial aid.

LLUSN Faculty/Staff STEPS:

1. Follow the general admission protocol.

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2. StAR Department representative will discuss options with students. The student will be given the opportunity to sign the "Advanced Placement Curriculum Plan Option Form" if they choose to enroll in all nursing courses at LLUSN.
 3. Review syllabi from nursing courses previously completed and evaluate for equivalence.
 - a. Credit will be given for equivalent nursing courses taken at a regionally accredited university within three years.
 - i. Foundational courses (NRS 231 Foundations of Nursing, NRS 232 Fundamentals of Nursing, and NRS 233 Health Assessment)
 1. If foundational courses were taken more than three years ago, the student will have the option to repeat the courses or take the challenge exam(s).
 - a. Must pass *challenge exam(s) with a score greater than or equal to the level two benchmark percentile for the test given (for ATI testing) or 76% for other challenge exams.
 - ii. If applicable, other previously taken nursing course(s) within the last three years will be evaluated by the content expert or course coordinator.
 1. If a nursing course was taken more than three years ago, the student will have the option to repeat the course or pass a *challenge exam with a score $\geq 76\%$.
- *Challenge exams (if needed)*

 1. *The following is provided to the student:*
 - a. *Course outline*
 - b. *Detailed course objectives*
 - c. *Bibliography and textbook list*
 - d. *Style and format of the examination*
 - e. *Review materials (if applicable)*
- b. Any transfer student who failed or withdrew failing from a prior nursing course will be required to:
 - i. Take NRS 244 Strategies for Success their first quarter and take it until they successfully complete NRS 301 Adult Health I and successfully complete any prior nursing course that they failed or withdrew failing.
 - ii. Repeat and/or take additional prerequisite/nursing courses as determined by individualized evaluation process.
4. Advising Coordinator will:
 - a. Evaluate to ensure 27 theory hours and 27 clinical hours will be completed (combined accepted transfer courses with projected LLUSN courses) once the student completes the program per BRN requirements.
 - b. Complete Transfer Evaluation Form (TEF).
 - c. Create a tentative Individual Curriculum Plan (ICP).
 - d. Evaluate if there is space available - and what quarter student could start based on their ICP.
 5. Admissions Committee evaluates the student for acceptance.
 - a. Notify the student of acceptance, waitlist, or denial.

If the student is accepted:

1. Follow-up emails/coordination with the student and faculty from the undergraduate office, Advising Coordinator, and StAR representative for coordination (LLEAP, Resp Fit, ISP, ATI, holds, orientation schedule, orientation, variances, waiver, transfer agreement, ExamSoft, Canvas, parking, etc).

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- a. LLEAP Training and Resp Fit will be scheduled for their first quarter (if student will not be taking NRS 301 Adult Health I at LLUSN).
2. Appropriate holds for Clinical Competency Skills Checklist Evaluation and Dosage Calculation Assessment placed by UG office.
3. Develop a plan for completing all coursework including humanities, PE, and religion.
4. The Dosage Calculation Proctored Assessment will be required for all students who are eligible for evaluation of course transfer credit for a prior nursing pharmacology course that has been approved by LLU.
 - a. Student will be required to take the Dosage Calculation Proctored Assessment prior to student being cleared to start a nursing clinical course.
 - i. The following is provided to a student who will take the Dosage Calculation Proctored Assessment:
 1. Study materials
 2. Style and format of the examination
 - ii. Passing score $\geq 90\%$
 - iii. The Dosage Calculation Assessment must be passed prior to the start of the first quarter.
 - iv. If a student does not achieve $\geq 90\%$ on their:
 1. 1st attempt - they will be given the opportunity to review and retake within one week. If applicable, remediation with assistance will be provided to retake the test within 5-10 minutes after completing the 1st attempt.
 2. 2nd attempt - they will be given the opportunity to review and retake the test on the 3rd attempt date. The student may contact the Academic Center for Excellence (ACE) Department for remediation assistance.
 3. 3rd attempt - they will be required to take NRS 305 Nursing Pharmacology.
5. Post-acceptance evaluation during the quarter:
 - a. Skill Competency/Equivalency (Coordinated by Content Expert for Adult Health)
 - i. All entering students will have a Clinical Competency Skills Checklist Evaluation during their first quarter with a faculty member or content expert from Adult Health.
 1. Students will be given the Clinical Competency Skills Checklist Evaluation to review.
 2. Faculty will use the Clinical Competency Skills Checklist Evaluation for their course to evaluate for proficiency.
 - a. Students must pass all items "satisfactorily" before starting clinicals.
 - b. Students will be given an opportunity to review and retake.
 3. Faculty will send the completed Clinical Competency Skills Checklist Evaluation form to the Undergraduate Office at LLUSN for the student file.