

**MARION TECHNICAL COLLEGE  
NURSING EDUCATION  
NURSING EDUCATION POLICY AND PROCEDURE**

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**SUBJECT:** Admission: Nursing Program

**PURPOSES/OBJECTIVES:** To provide guidelines and procedures for admitting students to the Marion Technical College Nursing Program.

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**POLICY:** The nursing program will follow a consistent process for admission of students. The Nursing admission policy shall conform to the Marion Technical College (the “College”) general admission policy and the standards and guidelines of the Ohio Board of Nursing, and other regulatory and accreditation entities that have jurisdiction over admission policy.

The principal responsibility for the effective administration of the Nursing admission function as stated in this policy rests with the nursing program administrator as advised by the Nursing Admission Committee

**PROCEDURE:**

(A) A student must fulfill all general admission requirements for admission to the College. The following are additional requirements for application to the Nursing Program:

- (1) Affirmative responses on the Nursing Program Application
- (2) American College Test (ACT) scores or Scholastic Aptitude Test (SAT) scores or multiple measures (bachelor in another program, TEAS score or completion of A&P1, English 1, and Statistics with a C or higher).
- (3) High school diploma or equivalent. If still in high school at the time of application, a transcript must be sent with an updated transcript upon completion.
- (4) The student must be at least 18 years of age prior to the initiation of program clinical experiences and prior to providing signatures on any legal document associated with clinical experiences. This can be waived with prior nursing administrator approval. The administrator would seek approval from the clinical sites, CCP or High School guidance counselor.
- (5) Current STNA Certification or have had an STNA course or similar nurse aide training course within the past 5 years. The nursing program administrator will review the course content for non-STNA courses to determine relevancy to the required skills. Patient Care Assistant orientation programs in hospitals will be reviewed for content and experience of at least 1 year. A credit-by-exam is also available for the NUR 1003 (Nurse Assistant Certification Preparation) course at Marion Technical College. Students are responsible for the fee for the credit-by-exam, which may be taken once.

(B) Entrance Criteria:

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- (1) The student must have achieved a composite score of at least 19 on the ACT or SAT equivalent, or a TEAS Score in Proficient Range. If a student has complete a bachelor's degree in a different area they are waived from taking the ACT or TEAS. Additionally, if a student has passed English Comp I, Statistics, and Anatomy and Physiology I with a C or higher in all classes maybe waived from taking the ACT/TEAS. Courses that transfer in must be an equivalent to MTC courses and timeframe to be considered for the waiver.
- (2) A qualifying grade point average (GPA) of 2.5 or higher is required for admission consideration and entrance into the first nursing technical course. An overall GPA of 2.0 must be maintained for degree completion. A qualifying GPA is an overall GPA, previous college GPA of over 12 credit hours, high school GPA if no other transcripts available, or program GPA of 2.5. or higher.
- (3) Students applying to the Nursing Program must have documentation of high school biology and chemistry OR BIO (SCI) 1050 Principles of Biology and Chemistry, with a minimum grade of "C".

Students may be required to complete placement testing in the Student Resource Center, unless math and English are transferred from another college. Some of the ACT scores may be used in lieu of placement testing. Current placement procedures are arranged through the Marion Technical College Student Resource Center.

Marion Technical College uses multiple measures to determine student's placement into math, English, Science, and reading. Indicators may have a shelf life as determined by administration of discipline departments. Quantitative measures (Accuplacer or ACT math, English, and reading subscores are required).

If placement courses are required, these courses must be completed with a minimum grade of "C" prior to applying to the Nursing Program

- (4) Candidates for the program must have successfully completed high school, the standard equivalency test, or achieved certification by an organization recognized by the U.S. Department of Education. Acceptance into the program is contingent upon receipt of official final high school transcript with posted graduation date or high school completion documentation.
  - (5) It is the student's responsibility to provide all documentation to the College prior to applying to the Nursing Program.
  - (6) Students are required to attend a mandatory information session prior to and within one year of the start of the first nursing technical course.
  - (7) How to apply: Contact your nursing advisor or nursing department.
- (C) Applications are accepted from January 1 until March 1 for the class entering in the fall, and from June 1 to August 1 for the class entering in the spring. Applications from qualified high school students will be accepted provided all the other requirements have been met and an official, interim high school transcript is on file in the Office of Student Records. Formal

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notice of acceptance, that specifies the term and year for which the applicant is accepted, will be sent to applicants. If the class is not full as of May 1 or October 1, additional qualified applicants may be admitted from the waiting list,. The applications on the waiting list will be admitted according to the most recent overall grade point average, ACT composite score or TEAS Score, and previous nursing degree coursework.

(D) Students must complete the Nursing Program within five years of successful completion of the first nursing technical course (NUR1400) or its equivalent, such as through an LPN Transition or other advanced standing program.

(E) The following documentation must be on file in the Nursing Department by July 1 for the class entering in the fall or by November 1 for the class entering in the spring, unless an alternate date is set for a particular cohort.

- (1) Healthcare Provider CPR or equivalent
- (2) Medical and Physical requirements
- (3) Criminal Background check facilitated by MTC
- (4) Drug screen authorized by MTC
- (5) If applicable, final high school transcript for students who were admitted based upon an interim high school transcript.

(F) A criminal record check will be conducted prior to entering the first nursing course and prior to graduation pursuant to the Ohio Revised Code (ORC 109.572) and the Ohio Board of Nursing Potential Disqualifying list.MTC nursing program may deny admission.

(G) Students will be accepted into successive terms based on the following priority:

- (1) Continuing successful students
- (2)LPN Transition/Advanced Standing students
- (3) Returning students
- (4) Transfer students from other nursing programs

(H) A waiting list will be established when an admitted student class limit is reached. Students will be accepted from the waiting list based on:

- (1) Cumulative grade point average from most recent school
- (2) ACT composite score or TEAS Score
- (3) Course work completed in the nursing curriculum

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- (I) A credit by examination is available to Advanced Standing Students for NUR 1004, NUR 1400, and NUR 1410, a minimum score of Level 1 on these tests is required by MTC. Advanced Standing Students may complete ATI testing a maximum of three times.
- (J) A student with a bachelor's degree from a regionally accredited college will not be required to submit an ACT composite score. These students will be ranked on the waiting list with a score of 21 on the standard test requirement. The student may elect to submit an ACT or SAT equivalent score if the composite is higher than 21.
- (K) A returning student who failed to complete the Nursing Program must submit a "Student Petition for Readmission into Nursing" form to the nursing program administrator, to be considered for readmission. Reacceptance into the program is dependent upon available openings in the class, past clinical performance, current cumulative GPA, and completion of the readmission process. Returning students are admitted into the curriculum that is in place at the time of the readmission. If a returning student is out longer than two consecutive semesters the student will need to complete a skills lab day as part of the reapplication process. Transfer students will follow the same procedure as returning students. This form can be obtained from the nursing department or nursing advisor.
- (L) A transfer student must qualify for admission in accordance with current Nursing Education Department policy and procedure.
- a. Transfer student will complete the returning student process and application.
  - b. Transfer students will be required to complete a skills lab day as part of the reapplication process.
  - c. For graduation, all students are required to meet current college residency and prevailing graduation requirements.
- (M) The nursing program administrator will notify the applicant regarding the applicant's admission status after the admission process is completed.
- (N) A student in the Nursing Program is required to earn at least a grade of "C" in all required courses.

Nursing Course Grading Scale: For NUR classes the grading scale below is used:

A = 93-100%

B = 85- 92%

C = 77- 84%

D = 69- 76%

F = 0- 68%

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