You MUST attend an ADN Advanced Placement advising session within 12 months prior to the application deadline for which you are seeking admission.

The Associate Degree in Nursing (ADN) program at College of DuPage has been approved by the Illinois Department of Financial and Professional Regulation/Board of Nursing and the Illinois Community College Board (ICCB) and received reaccreditation in 2008 by The Higher Learning Commission – North Central Association. The ADN program has been awarded initial accreditation through the Accreditation Commission for Education in Nursing (ACEN), 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326, phone (404) 975-5000, fax (404) 975-5020, http://www.acenursing.org

Note: Please see specific program registration or admission packets for detailed information on when to begin completing health requirements, drug tests, CPR, criminal background checks and proof of insurance submission. Timing varies depending upon either entrance to or participation in the clinical component of a given program. Funds paid to Edward Corporate Health or to a personal health care provider/source, Criminal Background.com (soon to be Castle Branch) insurance companies, and funds used towards CPR completion are not eligible for any sort of refund from College of DuPage if the required course(s) are not successfully completed.

Students are not accepted into this program until they receive an official acceptance letter from the Nursing Department.
This policy addresses the **Advanced Placement Student as defined by:**

a) COD nursing student who has successfully completed (grade “C” or better) at least **ALL five** first semester courses (NURSI 1120, 1140, 1150, 1130, and 1160) **OR**

b) A non COD nursing student who has successfully completed (grade “C” or better) at least 12 credit hours of pre-licensure nursing courses

**Application cycle timeline for Spring 2018 Admission**

- Online applications must be submitted by 5:00 p.m. October 19, 2017. Any supporting documentation must be submitted to the Office of Admissions & Outreach (SSC 2207) in person, by fax to (630) 790-2686 or by email to hsadmissions@cod.edu by the deadline date of October 19, 2017.  
  
  o **Note that ALL transcripts must be received by the application deadline of October 19, 2017.**

- Within 4-6 weeks – Letters will be sent from the Office of Admissions & Outreach to students regarding admission decision.

- December 9, 2017 - Responses on seat acceptance from students are due at 5:00 p.m. in person at the Admissions & Outreach Office (SSC 2207), by fax to (630) 790-2686, email to hsadmissions@cod.edu, or sent via postal mail. If mailed, the response must be received by the Admissions & Outreach Office by December 9, 2017.

Criminal Background checks are submitted on all of the accepted students. If a student has a positive background check such as: A Felony this would **not** allow a student to acquire a license to practice nursing in the state of IL. Having a Misdemeanor does **not** guarantee acquiring a license to practice nursing in the state of IL.

**Admission Criteria**

Students interested in Advanced Placement to the Associate Degree Nursing (ADN) Program will need to complete all of the following steps to be considered for admission.

*NOTE: Admission Committees for all Health Science programs has the right to deny admission to any applicant that they feel is unable to fulfill these essential functions as described.*

**Deadline for completion of all admissions requirements is at 5:00 p.m. on the following dates:**

- **October 19, 2017** for Spring 2018 admission

**Step 1**  
Complete the [College of DuPage General Admissions Application](https://www.cod.edu/admissions) online or in person at the College of DuPage Admissions and Outreach office, SSC 2207. There is a $20 general admissions fee due upon submission. If you have previously attended COD, you can omit this step. *This application is for general admissions to College of DuPage only; it is not an application to Advanced Placement in the Associate Degree Nursing program.*

**Step 2**  
Complete an individual ADN Advanced Placement Advising Session (mandatory). To schedule, contact the Nursing Department Coordinator at (630) 942-3238. *It is required that an applicant complete an individual advising session within a 6 month period prior to the application deadline.*

**Step 3**  
Complete the online [Health Sciences Application](https://www.cod.edu/admissions) and select Nursing Degree when asked “which Health Sciences program are you applying to?” and select Spring 2018 “anticipated entry term”. To be considered as an Advanced Placement applicant you must also check yes when asked “are you pursuing Advanced Placement Nursing?” and then select whether you are either requesting readmission to the ADN program (previously enrolled in the College of DuPage ADN program) OR if you are an ADN transfer student coming from another institution.

*NOTE: There is no option for LPN transition students to be considered for Advanced Placement.*
You can only submit the application online and must pay a $50 non-refundable application fee by credit card. If you do not have a credit card, you can purchase a prepaid credit card from your local retailer. Be sure you have selected the correct entry term (Spring 2018) for which you wish to be considered for admission. Once your term is selected and application submitted, you may not change this without submitting a new application and paying another $50 non-refundable application fee.

Step 4 ______ Complete academic coursework requirements prior to the application deadline. In order to qualify for the Associate Degree in Nursing Program the applicant must have a cumulative GPA of 2.75 or higher. This includes required general education coursework for the Associates degree.*

A. CHEMISTRY: College Chemistry 1211 or 1212 or 1551 or 1552 or 2551 or 2552 with a grade of “C” or better

B. ANATOMY & PHYSIOLOGY: Anatomy and Physiology 1551/1571 and 1552/1572 or equivalent with a grade of “C” or better
   b. If one of the courses in the above sequence is outside of the above dates, the other course of the above sequence must be completed between the above dates for a valid application.
   c. **Alternate testing for Anatomy & Physiology** between 5 and 7 years old may be available.

C. INTRODUCTION TO PSYCHOLOGY: PSYCH 1100 or equivalent with grade of “C” or better

D. MATH: MATH 1102, or higher with a grade of “C” or better. Completion of an approved statistics course is recommended if intentions are to continue your education for a BSN or MSN, i.e. MATH 1635; PSYCH 2280, SOCIO 2205.

Step 5 ______ To ensure that all of your eligible credits are evaluated towards the admission requirements turn in all official Transcripts from any schools that you have attended. Please follow the steps listed below:
Submit your official transcript(s). Contact your previous institution(s) to order an official copy of your transcript to be sent to the College of DuPage, Office of Student Records, 425 Fawell Blvd, SRC 2150, Glen Ellyn, IL 60137-6599. **If College of DuPage is the only institution you have attended you do not need to request official transcripts.**
Verify receipt of your transcript(s). Login to your myACCESS account, click on ‘myACCESS for Students’, then select ‘My Profile’. The receipt status of your transcript will be listed under ‘Transcript Institutions’.
**NOTE:** If you have an international transcript from high school or college, it must be evaluated by Educational Credential Evaluators, Inc. and forms may be obtained from **www.ece.org**

Step 6 ______ Take the Elsevier/Evolve Admission Assessment HESI (A2) exam. Testing information can be obtained at the [College of DuPage Testing Center](http://www.cody.edu) under Health Program Testing. Students reapplying to the ADN program are allowed one attempt at taking the exam. **The Elsevier/Evolve Admission Assessment (A2) exam must be taken at the College of DuPage Testing Office (BIC 2405).** To verify that your results show in your student record, please log in to your myACCESS account; scores are available under “Test Summary.” Please allow two weeks for results to be posted to your student record from the date of the exam. If your results are not showing in your student records, please contact the Testing Office at testing@cod.edu or (630) 942-2401.

**Policy change for Spring 2017 admission:** Applicants will need to achieve a cumulative score of 75; in addition, the candidate will have to achieve a score of 75 in the following areas: Vocabulary, Math, Reading and Anatomy and Physiology.

Step 7 ______ Complete the **College of DuPage Residency Verification form** by providing 2 proofs of residency to the Office of Student Registration Services, Student Services Center (SSC) Room 2221 by the program application deadline date. **Note:** If 2 proofs of residency have not been submitted to Registration by the program application deadline date the applicant will not be considered for admission.
Step 8 _____ Submit an official letter from your program that states “The student is eligible for readmissions without the need for remedial measures and the student left in good standing”. This letter needs to be submitted to the Office of Admissions & Outreach by the program deadline date.

All application materials must be submitted to the Admissions & Outreach Office (SSC 2207) in person, or via fax (630) 790-2686 or email to hsadmissions@cod.edu by the application deadline listed above. Submitted materials must indicate ADN program and include the student name and student ID number for reference.

“All application documents delivered to the College of DuPage pertaining to a health sciences admissions file become the property of the College of DuPage and will not be returned to applicants. This includes but is not limited to transcripts, letters of recommendation, clinical evaluation forms or outside test reports.”

* Plan your admission to the Nursing program. Meet with a Health Sciences program advisor to assist you with your educational plan, reviewing your transcripts and interpreting the admission process. You can send them an email at healthcareadvising@cod.edu or schedule an appointment by calling 630-942-2259.

**Students Previously Enrolled in the College of DuPage ADN Program**

1. Meet with your faculty advisor and:
   a. Develop a remediation plan before the application deadline.
   b. Review advance placement admission policies as outlined in this packet.
   c. Complete the Health Science Inquiry Card which will be forwarded to College of DuPage Admissions & Outreach Office.

2. Submit a letter requesting readmission to the College of DuPage Associate Degree Nursing program. The letter will be sent to the Director of Nursing electronically at directorofnursing@cod.edu.

3. Students seeking readmission may be required to complete additional courses to prepare them for success prior to or concurrent with the first re-entry College of DuPage Associate Degree Nursing course.

4. If the student is not able to re-enter the program when the letter of re-admittance is sent, the student will have to reapply using the updated guidelines for the appropriate admission cycle.

5. Students will be placed in the courses where they last exited the program based on seat availability.

**Students NOT previously enrolled in the College of DuPage ADN Program**

1. Successfully complete (grade “C” or better) all Associate Degree Nursing program requirements including *Microbiology 1420, English 1101, Psychology 2237, and Speech 1100 or 1120.*

2. Make an appointment with the Nursing Department Coordinator for an individual advising session before the application deadline and complete the Health Science Inquiry Card which will be forwarded to College of DuPage Admissions & Outreach Office as proof of completion.

3. Submit all nursing course syllabi to the Nursing Department for review by the Program Participation and Curriculum Committee Chairpersons before the application deadline.

4. Submit an official letter from your program that states “The student is eligible for readmission without the need for remedial measures and the student left in good standing”. This letter is due as part of the admission and the deadline is October 19, 2017.
5. Students will be assessed by the Program Participation Committee based on a case by case basis after a review of completed nursing transcripts has been completed by the Program Participation and Curriculum Chairpersons.

**NOTE: There is no option for LPN transition students to be considered for Advanced Placement**

**Program Acceptance**

- In the event that there are MORE qualified applicants than there are seats available for this program, a ranking process will be used based on the Admission Requirements.

- The default grade of “C” for determination of rank score will be used for:
  - Equivalent courses in which a grade of P Pass or S (Satisfactory) was awarded
  - Demonstrated competency credit, including CLEP

- The speech requirement will be satisfied to individuals that have a Bachelor’s degree and not taken the class per the official transcript.

- Priority for admission:
  - a) In-district applicants
  - b) Out-of-district applicants working full-time in-district (proof of in-district employment will be required each semester)
  - c) Out-of-district applicants and International students

If you are not a U.S. citizen or a permanent resident of the U.S., and if you have any questions or concerns regarding your eligibility to participate in health sciences programs, please contact the International Student Office, SSC 2225, (630) 942-3328, e-mail: intlstdt@cod.edu.

Qualified applicants will be considered out-of-district in the admissions ranking process if they are not a:
- U.S. citizens
- Permanent residents

**Statement on Medical Care and Health Insurance**

Students are responsible for their own medical care and health insurance while in the program. Students must possess health care insurance in order to train at the clinical affiliate. The student is responsible for any costs that may be incurred related to personal injuries he/she may acquire while enrolled in the program. The affiliating clinical facility and/or College of DuPage cannot be held liable for such injuries. Students enrolled in at least 6 credit hours of classes may purchase student health insurance through University Health Plans or Integrity Insurance and Financial. Please visit [http://www.cod.edu/student_life/student_services/access_accommodations/index.aspx](http://www.cod.edu/student_life/student_services/access_accommodations/index.aspx) for additional details.

All ranked and qualified students will be conditionally accepted pending clearance from a criminal background check. If a student is accepted and has a positive criminal background check, the student will be conditionally accepted and given one semester to clear the background check. They will be granted final acceptance during the next semester if the background check is cleared. If the student is not able to clear the background check after 1 semester they will not be accepted into the nursing program but may reapply at a later date.
Other Important Information to Consider

Please review the links below for other important information. **Students must be able to meet all requirements in order to participate in the nursing program.**

**Health Requirements** (completed after acceptance into the program and participation in the program orientation)

**Professional Conduct**

**Essential Functions** (Abilities)

**Program Coursework/Curriculum plan**

**Tips/Hints/Clues/Necessary Information**

- Make sure your name and contact information, including email and postal addresses are current and correct in myACCESS.

- Official name changes should be processed through the Office of Student Records (SRC 2150).

- Official address changes should be processed through Student Registration Services (SSC 2221).

- You **MUST** also notify the Health Science Admissions Office via email hsadmissions@cod.edu of any changes made to your personal information (name, mailing address, email address, etc.) after you have submitted your ADN Advanced Placement program application.

- If your HESI A2 Verbal Reading Comprehension score was less than 80% consider taking READ-0471 Study Skills Seminar or HLTHS 1110 Medical Terminology or go to College of DuPage Learning Commons to assist you in your reading comprehension skills.

**NOTE:** Failure to inform appropriate departments of name changes and contact information may result in not getting time sensitive information related to your admission decision.

**Elsevier/Evolve Admission Assessment (A2) Exam Information**

**SCHEDULE AND REGISTRATION INFORMATION CAN BE FOUND AT** www.cod.edu/testing

The Admission Assessment Exam consists of a number of exams. The exams used as a part of the Associate Degree Nursing Program admission are noted below. Also noted is the number of questions per exam, and the estimated testing time. A total of 4 hours is allowed for the exam.

Individual scores are provided for each exam. Scores are reported in percent of answers correct. A composite score is also provided for the required academic tests of: **Reading Comprehension, Vocabulary and General Knowledge, Math, Grammar, and Anatomy and Physiology.** A composite score of 75% or greater is required to be considered for admission to the program. Composite scores will not be rounded up. Additional points for rank score may be earned based on how well one does on the specific tests.

**Policy change for Spring 2017 admission:** Applicants will need to achieve a cumulative score of 75; in addition, the candidate will have to achieve a score of 75 in the following areas: Vocabulary, Math, Reading and Anatomy and Physiology.
English Language:

- **Reading Comprehension** - Provides reading scenarios in order to measure reading comprehension, identifying the main idea, finding meaning of words in context, passage comprehension, making logical inferences, etc.; **60 items – 60 minutes**.

- **Vocabulary and General Knowledge** - Contains vocabulary terms that are commonly used in both general English speaking settings and in health care fields; **50 items – 50 minutes**.

- **Math** Contains basic math, you will need to understand ratios, percentages, fractions, decimals, military time, roman numerals, and basic algebra. Other questions cover addition, subtraction, multiplication, and division. There are also a lot of measurement conversion questions. **50 items – 50 minutes**.

Science:

- **Anatomy & Physiology** - Provides coverage of general terminology and anatomical structures and systems; **25 items – 25 minutes**.

Personality Style:

- **Personality Profile** - Uses concepts related to introversion and extroversion to classify a student’s personality style; a print out with study tips is provided to the student; **25 items – 15 minutes**.

- **Learning Style** - Assesses the preferred learning style of the prospective applicant and offers test-taking and study tips suited to that learning style; **15 items – 25 minutes**.

- **Critical Thinking**: This exam is a four-choice multiple-choice test. All answers are correct; however, each choice reflects a different degree of critical thinking. Scores range from 0-1000. The higher you score, the better the ability to think critically in the discipline of nursing.

NOTE: The HESI A2 exam can be repeated every three (3) months and test scores are valid for 2 years from the application deadline.

**Elsevier/Evolve Admission Assessment (A2) Exam Information Reference Materials**

**Description**

Passing your admission assessment exam is the first step on the journey to becoming a successful health professional. Make sure you’re prepared with **Admission Assessment Exam Review, 3rd Edition** from the testing experts at HESI! It offers complete content review and nearly 400 practice questions on the topics typically found on admission exams, including math, reading comprehension, vocabulary, grammar, biology, chemistry, anatomy and physiology, and physics. Plus, it helps you identify areas of weakness so you can focus your study time.

**Admission Assessment Exam Review book**

**e-book**

**Admission Assessment Exam Flash Cards**