**Los Angeles Valley College**

**Nursing Program Transfer Student Policy**

For the Fall 2022 Semester

# **Nursing Program Application Acceptance Period**

The Los Angeles Valley College Nursing Program **accepts applications twice a year: September for the Spring Semester and April for the Fall Semester admission**. **Contact the Nursing Department for specific dates for each semester**. All admitted transfer students must take the Transition Course. Students requesting to transfer into the Associate Degree Program at Los Angeles Valley College must meet the following requirements prior to applying to the Transition Course.

# **Required Steps to Apply to the Nursing Program**

The Los Angeles Valley College Nursing Program has two application periods: September for the Spring Semester and April for the Fall Semester. In order to obtain a Program Application, the following steps MUST be completed well in advance of the application filing period:

1. All students except current LAVC students need to submit a college application to the LAVC Admissions Office. International students must first apply to the International Student Program.
2. All official transcripts from U.S. colleges, and universities outside the LACCD (including high school if meeting chemistry and math competency) must be sent directly to the Office of Admissions and Records from the institution of origin before requesting a Nursing Prerequisite Evaluation. Please follow the instructions listed below. Hand-carried U.S. transcripts of any kind are NOT acceptable. In order to be an eligible applicant to the Nursing Program, official transcripts must be on file by the deadline posted on the Nursing website.

Order Official Transcripts

Order your Official Transcript on [Parchment.com](http://parchment.com/)

Send Official Transcripts to LAVC:

1. We are receiving paper transcripts weekly.
2. We are receiving electronic transcripts from eTranscript California. This is the best way to send transcripts to us. View list of [eTranscript California Schools](http://etranscriptca.org/colleges-online).
3. Los Angeles Valley College also accepts transcripts from: Credential Solutions, National Student Clearninghouse, and Parchment Transcript Services.
4. Have transcripts send to incomingtranscripts@lavc.edu from one of those organizations.

Paper transcripts may be mailed directly from the institution of origin to:

Los Angeles Valley College
Office of Admissions and Records
5800 Fulton Avenue
Valley Glen, CA 91401
Attn: Incoming Transcripts

1. All transcripts outside of the U.S. must be evaluated according to the following procedures:
* Before petitioning for foreign-course-credit, students must have completed a minimum of 12 units in the LACCD with a 2.0 GPA or better.
* All transcripts from colleges and universities, outside the United States, must be evaluated by a foreign transcript evaluation agency approved by the State of California Commission on Teacher Credentialing. For a list of approved agencies please see [Agencies Approved by the Commission for the Foreign Transcript Evaluation](https://www.ctc.ca.gov/docs/default-source/leaflets/cl635.pdf) Please see LAVC Counseling Department Webpage for information [Counseling Appointments: Los Angeles Valley College (lavc.edu)](https://www.lavc.edu/counseling/counseling-appointments.aspx). More information is available in the Office of Admissions and Records or by going to the State of California Commission on Teacher Credentialing website, located at: [State of California Commission on Teacher Credentialing Website](https://www.ctc.ca.gov/). Foreign Course Evaluations, may be mailed to:

Los Angeles Valley College
Office of Admissions and Records
5800 Fulton Avenue Valley Glen, CA 91401
Attn: Foreign Transcript Evaluation

* + Los Angeles Valley College does not accept foreign credit conferred by another college.
	+ Students should also make an appointment to meet with a counselor to review the evaluation and make recommendations about the courses and the type of credit that is most appropriate. Once you have met with a counselor, submit a General Petition requesting credit for foreign coursework to the Office of Admission and Records.
	+ Your request will be reviewed by the Petitions Committee, and a response to your petition will be emailed to your LACCD Student Email Account within two weeks of receiving your petition. Credit approval by the Petitions Committee is not automatic.
1. Prior to applying, all transfer students must have a letter from the Director of Nursing of the school they attended describing why the student left the Program.

# **Selection Process**

**Chancellor Cut Score**

Nursing Program application and transcripts will be evaluated using the criteria from the Chancellor’s Office Validation Study. The Chancellor’s Office Validation Study is based on predicting student success in the Nursing Program. The Chancellor’s Office Validation Study evaluates the student’s overall grade point average (GPA), the GPA of Anatomy, Physiology, Microbiology, and English, and the repetitions of Anatomy, Physiology and Microbiology. This evaluation criterion establishes a “cut score”. Students must receive a cut score of **80** or above on the Chancellor’s Office Validation Study to be considered for admission into the Nursing Program.

**ATI TEAS VI Exam**

Students who successfully receive a cut score of 80 or above on the Chancellor’s Office Validation Study will be required to submit their Test of Essential Academic Skills (TEAS) admission examination results. Students who have previously taken the TEAS exam must call ATI to submit their results to LAVC. Only the FIRST score received on the TEAS will be accepted. Student who has not taken the TEAS examination will be invited to take the examination on campus. **The ATI TEAS (“TEAS 6”), EFFECTIVE August 2016**, admission examination consists of 170 questions, proctored, standardized assessment which evaluates each student on skills in reading, math, science, English and language use. Students may prepare for the “TEAS” admission examination by purchasing from the bookstore the TEAS Pre-Test Study Manual prior to taking the admission examination. **The minimum required “TEAS” score is 62% to pass**. Will implement ATI TEAS VII upon release, however will accept TEAS VI results if a student took this version before the release of TEAS VII.

**Random Selection (Lottery)**

If the number of eligible applicants exceeds the number of seats available for entrance into the Nursing Program a random drawing of the eligible applicants is conducted.

**Letter of Acceptance or Denial**

All applicants will receive a letter of acceptance or denial from the nursing department by email after the process is completed. Students accepted into the Nursing Program **must** return an acceptance card by the posted date or their seat will be given to the next eligible applicant.

**Not Making the Selection**

All students not selected into the Nursing Program may reapply the next application period if they wish to be considered again; there is No waiting list. **NO application will be kept on file and all applications will be destroyed.**

**No exceptions will be made to the verification process or to the application filing deadline**

# **Nursing Program Prerequisites**

1. ANATOMY 001\*, minimum of 4 semester units or 6 quarter units.
2. PHYSIOL 001\*, minimum of 4 semester units or 6 quarter units.
3. MICRO 020\* -or- an equivalent General Microbiology course with lab minimum of 4 semester units or 6 quarter units.
4. PSYCH 001 minimum of 3 semester units or 4.5 quarter units.
5. PSYCH 041\* minimum of 3 semester units or 4.5 quarter units.
6. ENGLISH 101 minimum of 3 semester units or 4.5 quarter units.
7. One college Chemistry course with a lab, CHEM 051 or equivalent, (or one year High School Chemistry with a lab).
8. Students placed into a transfer-level math course will have met the math requirement.

To graduate from the college and receive an AS degree in nursing, the following Program and General Education requirements must be completed in the order listed below and prior to graduation. The Nursing Faculty strongly encourages students to complete all coursework prior to entering the Nursing Program.

* Communication Studies 101 minimum of: 3 semester or 4.5 quarter units must be completed prior to entering the 3rd semester of the nursing program.
* Humanities – three semester units, area “C” of the LACCD GE Plan, completed prior to entering the 4th semester of the nursing program.
* American Institutions Requirement- 3 semester units, under LACCD GE Plan Area B1, must be completed by the end of the 4th semester of the Nursing Program.
* Kinesiology - LACCD GE Area E shall be waived for degrees in Nursing (AP 4100).

# **Additional Requirements for Graduation**

To graduate from the college and receive an AS degree in Nursing, the following Program and General Education requirements must be completed by the deadline listed below. The Nursing Department Faculty **strongly** encourages students to complete all coursework prior to entering the Nursing Program.

* Communication 101-(minimum of 3 semester or 4.5 quarter units) must be completed prior to entering the 3rd semester of the Nursing Program (This is also a BRN requirement).
* Humanities-3 semester units under LACCD GE Plan Area C, must be completed prior to entering the 4th semester of the Nursing Program.
* American Institutions requirement-3 semester units under LACCD GE Plan Area B1, must be completed by the end of the 4th semester of the Nursing Program.
* \*Students placed into a transfer level math course will have met the math requirement.
* \*\* Continuing students with catalog rights from prior to fall 2019 who place into any transfer-level math course have met math competency for the AS degree in Nursing. Students admitted fall 2019 or later may meet competency by verifying earning a grade of C- or higher in Algebra 2 or equivalent or higher at a US regionally accredited high school or college.

\*Students placed into a transfer level math course will have met this prerequisite/requirement

# **Transfer Students Placement in Nursing Classes Policy**

1. First to be placed: Continuing generic students in good standing (good standing is defined as having no “W/P” [withdrew/passing] or “W/NP” [withdrew/not passing] or “F” [fail] grade in theory and/or clinical in any Nursing class).
2. Second to be placed: Returning generic students who are being readmitted to the Nursing Program in good standing (good standing is defined as having separated from the Nursing Program due to illness, financial hardship or personal necessity but “W/P” [withdrew/passing] in theory and clinical from the Nursing class at the time of separation from the Nursing Program).
3. Third to be placed: Returning generic students who received a “W/NP” (withdrew/ not passing) or an “F” (fail) grade in theory and/or clinical in a Nursing class.
4. Fourth to be placed: LVN to RN Career Ladder (Option I) students who have met the criteria for admission into the Nursing Program.
5. Fifth to be placed: Transfer students in good standing (good standing is defined as having no “W/P” [withdrew/passing] or “W/NP” [withdrew/not passing] or “F” [fail] grade in theory and/or clinical in any Nursing class in their previous Nursing Program).
6. Sixth to be placed: Transfer students who separated from their previous Nursing Program in good standing (good standing is defined as having separated from the Nursing Program due to illness, financial hardship or personal necessity but “W/P” [withdrew/passing] in theory and clinical from the Nursing class at the time of separation from the Nursing Program).
7. Seventh to be placed: Transfer students who received a “W/NP” (withdrew/not passing) or an “F” (fail) grade in theory and/or clinical in a Nursing class in their previous Nursing Program.
8. Eighth to be placed: LVN 30 Unit (Option II) students (see Board of Registered Nursing rules and regulations for admission criteria).
9. Ninth to be placed: Foreign Nurses needing only one or two specific courses are considered for admission after meeting the Nursing Program’s admission criteria and space availability.

Each transfer student’s application for admission into the Program in Registered Nursing at Los Angeles Valley College is reviewed on an individual basis by the Admission and Policy Committee. Admission to the Nursing Program is based on the committee’s recommendations.

We appreciate your interest in the Nursing Program and wish you success in achieving your career goals. You may stop by the Nursing Office (AHS 100) or attend a “monthly advisement session.” Contact the Nursing Office at (818) 947-2559 or (818) 947-2570 or visit the [Nursing Program webpage](https://www.lavc.edu/nursing-program/index.aspx) for further details.

Revised: August 9, 2021

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