

## **Copper Mountain College**

### **Associate Degree of Nursing Admission Policy**

Copper Mountain College (CMC) offers an Associate of Science Nursing (ADN) degree. The ADN program is approved by the California Board of Registered Nursing (BRN). This policy outlines the admission requirements and selection process for the program.

### **Application Timeframe**

Applications for **generic** admission are accepted from **January 2nd** through **January 31st** each year.

Applications for **Advance Placement** are accepted from **August 1st** through **August 31st**.

### **Pre-Requisite and Co-Requisite Course Requirements**

Please refer to Appendix A

### **Application Packets**

Application packets must include the following:

1. A completed application form (see appendix B). Written applications must be legible.
2. Proof of high school graduation or equivalency demonstrated by any of the following:
  - Official high school transcript
  - Official transcript demonstrating a passing score on the California High School Proficiency examinations
  - Official general education development GED transcript

Note: Foreign high school transcripts must be evaluated and determined to be equivalent by an international evaluation service approved by CMC. Schedule an appointment with a CMC counselor for details regarding the foreign transcript evaluation process.

3. College transcripts demonstrating compliance with all admission requirements (see Appendix A). Official unopened transcripts must be submitted from ALL colleges (including CMC) and post-secondary coursework attempted or completed and provided at the time of application to the ADN program. Electronic transcripts are accepted and must be sent to: [admissions@cmccd.edu](mailto:admissions@cmccd.edu) If sending electronic transcripts, a list of Educational Institutions **MUST** be listed on the application. It is the applicant's responsibility to provide official unopened transcripts or electronic transcripts and any additional requested evidence (such as a course syllabus) of meeting all admission criteria. Foreign transcripts must be evaluated by a foreign transcript evaluator approved by CMC.

### **Application Submission Methods**

There are two options for application submission:

1. Hand-deliver the application to the Office of Nursing and Health Sciences (Room 214). Office hours are Monday through Friday between the hours of 8:00 AM and 4:00 PM. If the office is closed, please drop

off the application packet in the white box outside of Academic Services in Room 115. The application packet must arrive in a sealed manilla envelope. Please address the front of the envelope as follows:

Attn: Admissions Committee, ADN Program

2. Send the application via the US Postal Service

Attn: Nursing Department

P.O Box 1398

Joshua Tree, Ca. 92252

NOTE: The envelope must be postmarked by January 31st.

## Screening Process

1. **The application screening process takes approximately 4 to 6 weeks after the application period has ended.**
2. The applications will be reviewed to ensure all information is accurate and complete. The Office of Nursing and Health Sciences is not responsible for email addresses that are not clearly legible when communicating with applicants on their admission status.
3. Applicants are required to meet the minimum Community College Nursing Prerequisite Validation Study Formula score of 75 to be considered for admission. Data elements entered into the formula are as follows:
  - GPA of all colleges attended
  - GPA in English coursework
  - GPA in sciences, Microbiology, Anatomy, and Physiology.
  - The number of times Microbiology, Anatomy or Physiology courses have been repeated will have a negative impact on the score. Repeats after a withdraw have the same negative impact as repeats after a failure.
4. Applicants who meet the minimum score of 75 on the formula score will be invited to sit for the HESI entrance exam given on the CMC campus. **Applicants who are invited will be notified via email.**

5. The HESI Admission Assessment exam includes the following sections. Applicants must compete the exam with a score of **75%** or higher in each discipline:
  - a. Basic Math Skills
  - b. Anatomy and Physiology
  - c. English Assessments that include:
    - Reading Comprehension
    - Vocabulary and General Knowledge
    - Grammar

Potential students will be ranked based on their combined scores from the three HESI sections. The top 24 students will be admitted to the program, contingent on successfully completing a health screening, criminal background check, drug screening, and CPR certification. If the initial HESI testing does not yield 24 students with at least 75% in all three sections, those who pass two sections and score at least 50% on the remaining section may retest that section one time. Students who achieve 75% on the retest will then be ranked based on their combined scores to fill any remaining seats.

6. If there is an insufficient number of qualified applicants who meet all admission criteria, the ADN Program Admission Committee may select applicants based on formula score, coursework in progress and/or one prerequisite course with a “C” grade in English or Developmental Psychology only.
7. Applicants not invited to sit for the HESI exam may reapply to the ADN program in the future. Applicants reapplying to the ADN Program must follow the admission requirements in effect at the time of reapplication. A wait list is not maintained. Applicants who do not receive an offer of admission may reapply in the future.
8. Failure to respond to any e-mail notifications or attendance of an invitation to sit for the HESI exam, Orientation, ADN Kickoff, requirements or specified deadlines are grounds for removal from the program.

## Reasons for Ineligibility

1. Applicants who have been dismissed **more than once** from any Allied Health/Health Sciences/Nursing program at any school for any of the following reasons are ineligible for admission to the CMC ADN program:
  - Academic and/or clinical failure. (Failure equals a D or an F grade)
  - Unsafe clinical performance
  - Acts of dishonesty or unethical behavior
  - Violation of program professional conduct standards
2. If the applicant seeking admission into the Generic ADN Program participated in the Vocational Nursing Program or Nurse Assistant program at CMC, they must have demonstrated exemplary behavioral and professional qualities during their time in the VN or NA program. These qualities include professionalism, amical behavior toward peers, instructors, facility professionals, and working collaboratively as a team. The Admission Committee reserves the right to refuse admission to any applicant based on a student's previous overall performance in the VN or NA program.

Potential reasons for being denied admission into the generic ADN program may include but are not limited to:

- Students with more than three write ups.
  - Excessive absences or tardiness to theory or clinical rotations.
  - Displays of behavior witnessed by faculty, staff, outside clinical partners or the nursing director, such as obstinate, argumentative or disruptive behavior, lack of professionalism, inability to work well in a team setting or unethical behavior in clinical facilities.
3. Applicants who have been subject to any disciplinary actions by the College, including but not limited to academic probation, suspension or expulsion, shall be deemed ineligible for admission to the ADN program. The Admissions Committee retains the authority to disqualify candidates based on these criteria to uphold the program standards of professionalism and integrity.
  4. The ADN program requires a criminal background check and drug screening. Applicants who have a felony on their background check and/or fail the drug screen are ineligible for admission to the ADN program. Applicants who have a misdemeanor on their background check may be ineligible for admission to the ADN Program.

For any additional questions, please send an email to [Nursing@cmccd.edu](mailto:Nursing@cmccd.edu)

[Copper Mountain College Registered Nursing Program](#)

**Program Requirements**

Refer to the Registered Nursing Program Admission Policy for more in depth information. All **PREREQUISITE** courses must be completed with a “B” or better. For Generic ADN applicants, prerequisite courses must be completed within 7 years of the application period. For Advance Placement applicants, prerequisite courses must have been completed within 9 years of the application period. **COREQUISITE** courses do not have a recency requirement.

The following **PREREQUISITE** courses must be completed **BEFORE** application to the Generic or Advance Placement ADN Program.

<input type="checkbox"/> BI-022	Human Anatomy	4 units
<input type="checkbox"/> BI-023	Human Physiology with a lab	4 units
<input type="checkbox"/> BI-015	Microbiology with lab	4/5 units
<input type="checkbox"/> ENG-003A/ENGL-C1000	College Composition	3 units
<input type="checkbox"/> PSY-003	Developmental Psychology (Lifespan)	3 units
<input type="checkbox"/> Math-010	College Algebra	4 units
<b>or</b>		
<input type="checkbox"/> Math-014/STAT-C1000	Statistical Methods	4 units

The following **COREQUISITE** courses are required and must be completed **by the end of the semester** of application to the Generic or Advance Placement ADN Program. Corequisite courses must be completed with a grade of “C” or better.

<input type="checkbox"/> PSY-001/PSYC- C1000 General Psychology	3 units
<hr/>	
<input type="checkbox"/> SOC-001 Intro to Sociology	3 units
<b>or</b>	
<input type="checkbox"/> ANTH-002 Cultural Anthropology	3 units
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<input type="checkbox"/> SP-001 Interpersonal Communication	3 units
<b>or</b>	
<input type="checkbox"/> SP-004/COMM C1000 Public Speaking	3 units
<b>or</b>	
<input type="checkbox"/> SP-007 Decision Making and Advocacy	3 units
<b>or</b>	
<input type="checkbox"/> SP-015 Intercultural Communication	3 units
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<input type="checkbox"/> PHIL-013 is recommended but the requirement can be fulfilled with another Humanities course	3 units
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<input type="checkbox"/> Ethnic Studies course (EGSJ) consult your counselor for catalog rights	3 units

# Copper Mountain College

REGISTERED NURSING PROGRAM

APPLICATION FOR ADMISSION

Generic Application Period: January 2nd through January 31<sup>st</sup>

Advanced Placement Application Period: August 1st through August 31st

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ SSN \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address (if different from above) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Other names used (including maiden): \_\_\_\_\_

Home Phone # \_\_\_\_\_ E-mail: \_\_\_\_\_

Cell Phone # \_\_\_\_\_ Birthdate: \_\_\_\_/\_\_\_\_/\_\_\_\_

CMC E-mail: \_\_\_\_\_ Birthplace: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

Are you disabled? ☐ Yes ☐ NoDo you require accommodation? ☐ Yes ☐ No If yes, explain: \_\_\_\_\_Are you a US Citizen? ☐ Yes ☐ No If no, indicate Alien Status: \_\_\_\_\_Have you ever been enrolled in an ADN Program? ☐ Yes ☐ No If yes, attach official transcripts and complete the following:

College: \_\_\_\_\_ Program Director: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Course(s)/Program completed: \_\_\_\_\_

Are you a Copper Mountain College student? ☐ Yes ☐ NoAre you submitting electronic transcripts? ☐ Yes ☐ No

Please list the names of your schools for electronic transcripts \_\_\_\_\_

**DOCUMENTS TO BE SUBMITTED WITH APPLICATION:****1. Official transcripts for ALL college coursework (including CMC) and post secondary (after high school at a technical school, ROP program etc.).****2. Official high school transcript or official GED transcript.**

I wish to be considered for admission to the Registered Nursing Program.

☐ I have read the admission policy at <https://www.cmccd.edu/prospective-students/health-sciences/> and understand the requirements for admission to the Copper Mountain College Registered Nursing Program.☐ I understand that failure to submit a complete application and/or comply with the application deadline automatically disqualifies me.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_