

ASSOCIATE DEGREE NURSING HYBRID ONLINE

ADMISSION PACKET FOR MAY 2017 FULL-TIME PROGRAM

New admission procedures require you to:

1. Be admitted to the College and have a student ID number before applying to the program.
2. Apply to the program BEFORE registering for the pre-entrance exam.
3. Check email frequently throughout the admission process. Correspondence will only be sent via email.

Dear Associate Degree Nursing Hybrid Online Applicant:

Thank you for your interest in the Associate Degree Nursing (ADN) Hybrid Online Program at John A. Logan College (JALC). The career that you are considering is truly exciting! Graduates of this program earn an Associate in Applied Science Degree in Associate Degree Nursing.

The College has an open admission policy; however, there are some programs which have additional entrance requirements. Please examine this packet, which will provide you with information about the profession and career of a Registered Nursing (RN) and the Associate Degree Nursing Hybrid Online Program at JALC. Links to online applications, general and program, and test registration are included. Enclosed you will find information about:

- [ADMISSION PROCEDURES](#)
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Further information is included in this packet and available on our website at [Restricted Allied Health Admissions](#). We encourage you to thoroughly review the packet and website prior to applying to the program. Best wishes in your educational endeavors.

Regards,

Susan Phillips
Coordinator of Allied Health Admissions

Marilyn Falaster
Director of Nursing

Changes effective 02/03/17 - please note information listed in this packet is subject to change.

ADMISSION PROCEDURES

The following admission procedures shall be followed by all prospective applicants seeking admission to the JALC ADN hybrid online program. It is imperative that the steps be followed in order to ensure that all of the admission procedures are complete by the deadline date. Failure to comply with the deadline dates designated by JALC will automatically terminate the application for the program.

These admission procedures are in accordance with Illinois law. The law requires that programs not having sufficient space and resources to accommodate all applicants will accept those applicants best qualified, using ranking, ability and achievement test scores as guides, with preference given to students residing in the district.

The JALC ADN hybrid online program admission process does not discriminate on the basis of race, creed, color, national origin, gender, age, or the presence of a non-job-related condition or disability.

To be eligible for admission in the full-time program beginning May 2017, an applicant must meet these criteria and submit the following credentials to the designated office by the deadline date:

STEP 1: Complete General Admission Requirements

- [Apply for general admission](#) to the College by completing the online application by **March 1, 2017**, if not currently enrolled in courses at JALC. If an applicant prefers, a paper application may be completed at the Admissions Office (C201).

If an application for general admission has previously been submitted, please update any relevant information online in the [MyJALC portal](#), if necessary.

- Submit current placement scores to the **Admissions Office** by **March 1, 2017**. We will accept scores from ACCUPLACER, ACT, ASSET, or COMPASS taken within the past three years. An applicant who has not already completed a college-level English and Mathematics course, or scored at least a 20 in English and Math on the ACT, must complete placement testing in Reading, Writing, and Mathematics to determine appropriate placement in courses. For more information about placement testing, visit [Required Placement Testing](#). If an applicant needs to schedule an appointment to take a placement test, contact Testing Services at (618) 985-2828 Ext. 8520.

Regardless of placement test scores taken for general college admission, and any resultant remedial courses required, all applicants desiring to apply for the ADN hybrid online program will be allowed to take the ADN pre-entrance exam. However, if an applicant scores low on any general admission placement test, counselors may advise against continuing the ADN hybrid online application process.

- Submit all transcripts to the **Admissions Office** by **March 1, 2017**. An official copy of a final high school or GED® (High School Equivalency) transcript is required. In addition, official transcripts from other postsecondary institutions attended are required if transferring courses. Transcripts must show when the course was taken and the grade received. **It is the applicant's responsibility to ensure that all official transcripts have been received and evaluated in the Admissions Office by March 1, 2017.**
- Provide proof of current residency to the **Admissions Office** by **March 1, 2017**. Preference is given to in-district applicants. The following forms may serve as acceptable proof of residency to be **RANKED** as an in-district applicant:

- A valid Illinois driver's license with an in-district address
- A valid Illinois state identification card with an in-district address
- A valid Illinois voter's registration card that indicates JALC College District #530
- A current Illinois real estate tax bill that indicates property is owned within the JALC College District #530
- A joint agreement approved by JALC's V.P. for Instruction

In-district and joint agreement applicants will be rank ordered before applicants' out-of-district, if one of the above forms of acceptable proof is received in the Admissions Office by March 1, 2017. If one of the above forms of acceptable proof is not received in the Admissions Office by March 1, 2017, the applicant will be rank ordered at the bottom of the in-district list with all other out-of-district applicants.

Although the following forms may serve as proof to receive the in-district tuition status for an approved course or curriculum, these forms **DO NOT** qualify as acceptable proof of residency to be **RANKED** as an in-district applicant. Therefore, the applicant will be rank ordered at the bottom of the in-district list with all other out-of-district applicants:

- An employer letter that indicates employment in JALC College District
- A notarized letter that indicates residence in JALC College District
- A valid Illinois FOID card with an in-district address
- A chargeback approved by JALC's V.P. for Instruction

Verification must show the applicant's name with their current address. PO Boxes are not accepted as proof of residency. New driver's licenses now show both PO Box and street address.

If an applicant has questions regarding general admission, they should contact the Admissions Office at (618) 985-2828 Ext. 8476 or visit the Admissions Office (C201).

Out-of-District Applicants Attending Through Joint Agreement or Chargeback

Joint Agreement

Currently JALC has not entered a joint agreement with any other area community college for the ADN hybrid online program.

Chargeback

An out-of-district applicant, who wishes to enroll in the ADN hybrid online program that is not offered at their home institution, and is not included in the joint agreement with JALC, must first obtain authorization from the sending institution for partial student support to attend JALC, which is referred to as a chargeback. Applicants attending through a chargeback must agree to enroll in only the program guide approved by the sending institution or the applicant will assume responsibility for full tuition and fees incurred for the unapproved courses or program guide. **Applicants attending on a chargeback will be rank ordered at the bottom of the in-district list with all other out-of-district applicants.**

Joint agreement and chargeback letters should be sent to:

John A. Logan College
 Attn: Carmen Cutsinger
 700 Logan College Road
 Carterville, IL 62918

If an applicant has questions regarding a joint agreement or chargeback, they should contact Carmen Cutsinger at (618) 985-2828 Ext. 8362 or visit the V.P. for Instruction Office (A15).

STEP 2: Complete Program Application, LPN License & Work Experience Requirements

AN APPLICANT MUST HAVE AN ACTIVE JALC STUDENT ID NUMBER AND VOLMAIL EMAIL BEFORE APPLYING TO THE PROGRAM.

- Apply to the ADN hybrid online program by completing the online application in the [MyJALC portal](#) by **March 1, 2017**. If an applicant prefers, a paper application may be completed at the Admissions Office (C201). A new program application is required each year.

To apply, access the [MyJALC portal](#). Click **Login** (top right by Search) and enter your username and password. Choose **Students** tab at top. Click **Admission to Health-Care Majors** link in left column. Click **Associate Degree Nursing Hybrid Online Application** link on right. Fill out application completely and hit the **Submit** button. Once submitted, click on the link provided to register for the pre-entrance exam.

Need help accessing student accounts [click here](#), contact the Admissions Office at (618) 985-2828 Ext. 8476, or visit one of the front admission windows in C201.

- Submit an official college transcript that shows successful completion of an accredited Practical Nursing Program to the **Admissions Office** by **March 1, 2017**. No transcript required if program completed at JALC.
- Provide a copy of a current unencumbered Illinois LPN license to the **Admissions Office** by **March 1, 2017**.

NCLEX-PN must be taken and the LPN License obtained on or before **March 1, 2017**. Applicant should never have had a license to practice revoked in any state, or reprimanded, or in the process of reprimand, by Illinois Department of Financial and Professional Regulations or any other state. LPN License cannot have expired.

- Provide evidence of one (1) or more year's Licensed Practical Nurse work experience (or equivalent work experience) to the **Admissions Office** by **March 1, 2017**. A successful employee performance evaluation from employer or a notarized letter from employer containing dates of employment as a Licensed Practical Nurse may serve as acceptable proof.

If an applicant has questions regarding program admission, they should contact the Coordinator of Allied Health Admission at (618) 985-2828 Ext. 8497 or visit the Admissions Office (C201).

STEP 3: Complete Pre-Entrance Exam Requirement

AN APPLICANT MUST APPLY TO THE PROGRAM BEFORE REGISTERING FOR THE PRE-ENTRANCE EXAM.

- Register online to take the **PSB Registered Nursing School Aptitude Examination (RNSAE)** pre-entrance exam for the ADN hybrid online program by the test registration deadline.

To register, visit [Restricted Allied Health Testing](#). There an applicant will be able to view instructions, test dates, registration deadlines, and access the test registration link. Please read the instructions carefully before proceeding to register.

- Test scores are valid for two consecutive academic years; however, a new program application must be completed each year and submitted by the required deadline. If an applicant tested the previous academic year and chooses not to retest in the current academic year, they must submit a written request to the Coordinator of Allied Health Admission in the Admissions Office in order for the previous test score to be considered. In this instance, no pre-entrance exam registration is necessary.
- Registration and payment will only be accepted online at the link listed above. If you do not have an account through this specific software, you will be asked to create one. This process is very simple. There is a \$30.00 registration fee due at the time of registration for each test date scheduled. Please have your credit/debit card ready. The registration fee is **non-transferrable and non-refundable**, which means you will need to pay for another test date if moving from your original scheduled date.
- A total of two (2) tests may be taken per academic year (September 1st through August 31st) and only one (1) test per month may be taken. Tests will be held in Testing Services (C205) and will begin promptly at 9:00 AM and 1:00 PM, unless indicated otherwise.
- Photo ID and JALC student ID number required on day of exam. The exam will take a minimum of 2 ½ hours. No calculators are permitted during the exam.
- Tests will be administered in a paper/pencil format. Answer documents are collected after completion of each test session and sent to Psychological Services Bureau, Inc. (PSB) for scoring.
- Testing Services will mail test results to the applicant when they are received by PSB, usually 2-3 weeks after the test date. Results will also be sent to the Coordinator of Allied Health Admission in the Admissions Office.
- The college reserves the right to change exam dates and fees at any time. Seating is limited, and applications will be processed on a first come, first served basis. Applicants must register before the registration deadline set below for each test session.

RNSAE Test Dates for ADN Hybrid Online	Registration Deadlines
Friday, October 21, 2016 @ 9:00 AM	Wednesday, October 19, 2016
Friday, October 21, 2016 @ 1:00 PM	Wednesday, October 19, 2016
Monday, November 21, 2016 @ 9:00 AM	Thursday, November 17, 2016
Monday, November 21, 2016 @ 1:00 PM	Thursday, November 17, 2016
Friday, December 9, 2016 @ 9:00 AM	Wednesday, December 7, 2016
Friday, December 9, 2016 @ 1:00 PM	Wednesday, December 7, 2016
Monday, December 12, 2016 @ 9:00 AM	Thursday, December 8, 2016
Monday, December 12, 2016 @ 1:00 PM	Thursday, December 8, 2016
Wednesday, January 4, 2017 @ 9:00 AM	Monday, January 2, 2017
Wednesday, January 4, 2017 @ 1:00 PM	Monday, January 2, 2017
Monday, January 9, 2017 @ 9:00 AM	Thursday, January 5, 2017
Monday, January 9, 2017 @ 1:00 PM	Thursday, January 5, 2017
Tuesday, February 14, 2017 @ 9:00 AM	Sunday, February 12, 2017
Tuesday, February 14, 2017 @ 1:00 PM	Sunday, February 12, 2017
Wednesday, February 15, 2017 @ 9:00 AM ¹	Monday, February 13, 2017
Wednesday, February 15, 2017 @ 1:00 PM ¹	Monday, February 13, 2017
Friday, February 17, 2017 @ 9:00 AM	Wednesday, February 15, 2017

RNSAE Test Dates for ADN Hybrid Online	Registration Deadlines
Friday, February 17, 2017 @ 1:00 PM	Wednesday, February 15, 2017

¹ Additional test session added by Testing Services on 01/27/17.

The test given for entry into the ADN hybrid online program is the PSB Registered Nursing School Aptitude Examination (RNSAE). The exam includes sections on academic aptitude, spelling, reading comprehension, information in the natural science and vocational adjustment index. All five sections of the test will be given. The raw score of the first four sections will be added to achieve a composite exam score to be used for admission ranking. The fifth section will be utilized for research purposes.

Additional information about the test can be accessed by going to [Psychological Services Bureau](#). Click on **Resources for Test Taking** to locate documents that may be viewed or printed containing information regarding Sample Questions, Understanding Test Results, and Other Helpful Resources.

Other test preparation web-based tutorials can be accessed online at [Test Prep Tutorials](#).

If an applicant has questions regarding the pre-entrance exam or test results, they should contact Testing Services at (618) 985-2828 Ext. 8520 or visit Testing Services (C205).

STEP 4: Complete Prerequisite Course Requirements

- Submit an official college transcript that shows successful completion of prerequisite course requirements listed with a minimum of a C grade to the **Admissions Office** by **May 12, 2017**. No transcript required if courses completed at JALC.
 - BIO 205 – Human Anatomy and Physiology I
 - ENG 101 – English Composition I
 - PNE 100 – Nutrition
 - PSY 132 – General Psychology
 - PNE 209 – I.V. Therapy (or comparable I.V. course)*
 - ALH 101 – Cardiopulmonary Resuscitation (or comparable CPR course)
 - BIO 206 – Human Anatomy and Physiology II
 - BIO 226 – General Microbiology
 - CHM 141 – General, Organic, and Biochemistry I
 - Math Elective – complete **one**:
 - MAT 113 – Introduction to Contemporary Mathematics
 - MAT 120 – Elementary Statistics
 - MAT 104 – Mathematics for Allied Health
 - Speech Elective – complete **one**:
 - SPE 115 – Speech
 - SPE 116 – Interpersonal Communication

*Continuing Education offers an I.V. course, [6CNE 192 Venipuncture and Basic I.V. Therapy](#), each year in May and October pending student enrollment. For more information or to register, go to higherreach.jalc.edu. Choose **View Catalog** under Continuing Education. Scroll down and click **Health Care Classes for Nursing (CE)** icon. Click **6CNE 192** in left column. Please read the instructions carefully before proceeding to register.

If an applicant is accepted into the program and all of the above courses are not completed with a minimum of a C grade by **May 12, 2017**, they will not be allowed to continue the program and their position will be forfeited to the next qualified applicant on the list.

- Submit an official college transcript that shows successful completion of an **online course** with a minimum of a C grade to the **Admissions Office** by **May 12, 2017**. No transcript required if online course completed at JALC.

A course syllabi will be required **in addition** to the official college transcript. The syllabi must be from the same semester the course was taken and state that it is taught as an online course. No syllabi required if completed at JALC.

A course taught as online (virtual or hybrid) using Desire2Learn, Moodle, Blackboard, or any other acceptable format will satisfy this requirement. Course section numbers identify virtual courses at JALC as V1, V2, etc., and hybrid courses as H1, H2, etc.

If an applicant is accepted into the program and an online course is not completed with a minimum of a C grade by **May 12, 2017**, they will not be allowed to continue the program and their position will be forfeited to the next qualified applicant on the list.

For general course advisement and registration, contact your advisor. If you need to be assigned to an advisor, contact Testing Services at (618) 985-2828 Ext. 8520. Registration is by appointment only, except during designated walk-in dates.

STEP 5: Selection Process for Student Admission

The selection of applicants is based on the stated admission criteria. The test scores are very important in the selection process because they are rank ordered from highest to lowest. Applicants that earn the highest total points and complete the admission criteria by the program deadline will be selected. Priority will be given to applicants residing in the district. Rank order for the hybrid online program is based **exclusively** upon the following:

1. PSB Registered Nursing School Aptitude Examination (RNSAE) scores. All five sections of the test will be given, however only the cumulative raw score of the first four sections will be used for admission ranking. The fifth section will be utilized for research.

Each applicant may take the pre-entrance exam twice within one academic year. Only one test per month may be taken. Any additional tests beyond the first two will not be counted. The highest composite score of the two tests will be used for determination of admission.

2. Additional points will be given for achieved passing grades in previously taken courses of CHM 141, BIO 206, BIO 226, SPE 115 or SPE 116, and only one of the following: MAT 113, MAT 120 or MAT 104. Courses must be completed by **March 2017** in order for points to be added. Courses completed after that time will not count as points toward admission. Each course must have been passed with a minimum of a C grade. No points will be given without an official transcript. Official transcripts must show when the course was taken and the grade received. The following points will be added for each grade earned: A = 3 points, B = 2 points, and C = 1 point.

Total points achieved will be added to the combined earned raw scores of sections 1 through 4 of the RNSAE. Rank ordering of applicants for admission consideration will be made on the basis of total points earned. Ties will be broken by the highest score achieved on the RNSAE, Part 1 and Part 3, successively.

Selection of the class will begin after the admission deadline stated in this packet. Notification of provisional acceptance will be sent via email beginning mid-March 2017 to the top ten (10) applicants on the ranking list with an offer for a full-time position that begins in May 2017.

Applicants that obtain provisional acceptance will have seven (7) days from the date emailed to return the acceptance form in the attached acceptance letter. If the applicant chooses not to accept or no response is obtained, the applicant will be dropped from future consideration and the next applicant in rank order on the list will be notified of provisional acceptance.

When all available positions are filled, notification of an alternate position will be sent via email to the next applicant on the list. Notification of denial into the program will be sent via email when the alternate position is filled, typically before early May. Any individual, not receiving an email by early May, should contact the Coordinator of Allied Health Admission in the Admissions Office. Applicants who are not admitted and remain on the list after the program starts will not be carried over for the next year. If interested in applying for the next year's program, a new program application must be submitted.

If an applicant is accepted to the program and chooses not to enter the May class, any future admission must be by re-application. All applicants must make application for each year they wish to be considered for entrance into the ADN hybrid online program. PSB Registered Nursing School Aptitude Examination (RNSAE) results will be considered valid for two academic years.

A hybrid online student that fails two or more hybrid online nursing classes and exits the hybrid online program, the next attempt at the ADN program **must** be the traditional delivery of the full-time or part-time ADN program.

All correspondence will be sent via email, including acceptance, alternate, and denial notifications. Therefore, an applicant must provide an email, Volmail or personal, that is checked on a regular basis. The mailing address provided on the program application will be used for residency purposes and verification of residence at that address will be required (see residency requirements under STEP 1).

It is extremely important to abide by the deadline dates outlined in this packet. It is the applicant's responsibility to assure that these documents have been received in the designated office by the deadline date.

If you have questions regarding this process, please contact the Coordinator of Allied Health Admission at (618) 985-2828 Ext. 8497 or visit the Admissions Office (C201).

PROFESSION

Registered Nurse (RN) is an individual who supervises, teaches and delegates nursing care to members of the health care team and delivers direct nursing care and treatment to clients in a variety of facilities and settings. Clients and families may be at any stage along the wellness/illness continuum. RNs counsel and educate clients and families about their illnesses, preventative health measures and self-care responsibilities. Responsibilities include administering medications and treatments as prescribed by a licensed physician, dentist or podiatrist; performing skilled technical procedures; and providing personal nursing care. Registered nurses provide education to health care team members, clients and significant others. Evaluation, assessment, determination and implementation of a nursing plan of care are responsibilities of the RN. In addition to providing routine bedside care, RNs in nursing care facilities help evaluate residents' needs, develop care plans and supervise the care provided by LPNs.

Most RNs in hospitals and nursing care facilities work a 40-hour week, but because patients need around-the-clock care, some work nights, weekends and holidays. They often stand for long periods and help patients move in bed, stand or walk.

Nationally, employment of registered nurses is expected to grow by 16 percent from 2014 to 2024, much faster than the average for all occupations as projected by the [Bureau of Labor Statistics](#). Growth will be driven by technological advances in patient care, which permit a greater number of health problems to be treated, and by an increasing emphasis on preventive care. In addition, the number of older people, who are much more likely than younger people to need nursing care, is projected to grow rapidly.

Individuals are required to attend an approved program for two years (Associate Degree Nurse-ADN), three years (Diploma Nurse-RN) or four years (Baccalaureate Nurse-BSN). All three programs of instruction require the learner to successfully pass a written licensing exam (NCLEX RN).

For more information on the profession, visit [Illinois Department of Financial and Professional Regulation](#).

PROGRAM OBJECTIVES

The ADN hybrid online student, upon completion of the JALC ADN hybrid online program, will have the ability to exercise sound nursing judgment based on cognitive, affective and psychomotor preparation and, therefore, have the capabilities to pass the State Licensing Examination.

Upon completion of the ADN hybrid online program, the graduate will be able to do the following:

- Communicate effectively with clients, patients, family, and members of the trans-disciplinary health team.
- Apply principles of Erickson's stages of growth and development.
- Apply principles of Maslow's hierarchy of needs.
- Utilize the nursing process in providing nursing care to patients with common health problems in selected health care settings.
- Demonstrate the professional responsibility and critical thinking skills necessary to function safely in the graduate nurse role.
- Utilize principles of nutrition in health and disease.
- Utilize principles of pharmacology, with understanding of rationale, and administer medications safely.
- Apply scientific principles as the foundation for nursing interventions.
- Implement individualized nursing care according to the patient's cultural background.

ACCREDITATION

[Illinois Department of Financial and Professional Regulation](#) (IDFPR)

[Illinois Community College Board](#) (ICCB)

LEGAL/PHYSICAL LIMITATIONS

Graduates of the ADN hybrid online program are eligible for licensure as Registered Professional Nurses upon successful completion of the program, and the National Council Licensure Examination for Registered Nurses (NCLEX-RN) **unless they:**

- Have been denied a license, permit or privilege of taking an examination by any licensing authority.

- Have had a license encumbered in any way.
- Have been convicted of any criminal offenses in any state or federal court (other than minor traffic violations).
- Have a physical impairment or disability that could interfere with the practice of nursing.
- Have an addiction to or excessively use of alcohol, narcotics, barbiturates or habit forming drugs.
- Have ever suffered from, been diagnosed as having, or have been treated for any disease or condition regarded as chronic, whether physical, emotional or mental, or related to alcohol or substance abuse.

Graduates who have experienced any of the above may sit for the licensure examination, but may or may not be issued a license to practice nursing in Illinois following review by the Committee on Nursing of the Illinois Department of Professional Regulations.

Potential applicants with questions concerning any of the above may wish to make an appointment with the Director of Nursing by contacting the Nursing Department at (618) 985-2828 Ext. 8498.

REQUIREMENTS OF ADMITTED STUDENTS

Ten (10) students are selected for full-time classes that begin in May. The length of the ADN hybrid online program is twelve (12) months from start to finish, **not** including the prerequisite courses, ending in May. The hybrid online program is **not** the same as the traditional program. Students are required to go to school year-round, which includes summer semester, holidays, spring break, and winter break.

ADN hybrid online students must demonstrate competency in using a computer, navigating word processing and documentation software, accessing and using internet search engines and research sites and databases, and communicating to faculty and classmates via email and chat rooms. Assignments will require these skills throughout the program. If the applicant does not have keyboarding skills, it is strongly suggested that a course, college or continuing education, in keyboarding be taken prior to beginning ADN hybrid online classes. If the applicant has no computer experience, it is also suggested that a beginning continuing education class in basic computer use be taken.

The ADN hybrid online is a very rigorous program designed for experienced LPNs. The delivery of the program is self-learning which requires the student to have self-motivation to read and study on their own. The student will generally concentrate on one course at a time and need to be a strong online learner. Each course will be taught online lasting approximately five weeks and must be passed with ATI scores at Level 2 before proceeding to the next course in sequence. The student should generally plan to meet the 2nd, 3rd, and 4th week of each class on Tuesday evenings from 5:00 PM to 9:00 PM at JALC campus in the ADN nursing lab throughout the program. There will be weekly assignments and interaction with your instructor. Laboratory practice and clinical training at affiliated hospitals is also included in this program. The student should also be available three (3) days for clinical in the five weeks of each course. Clinical times and days may vary by course. There may be times clinical will be scheduled on weekends or evenings. Clinical sites currently in use are located in Carbondale, Marion, Anna and other various locations in Southern Illinois.

Students will need to provide transportation to and from the JALC campus and assigned clinical sites. Proof of auto insurance is required and a **copy of your auto insurance card** must be given to the JALC Nursing Department Secretary.

Students will be conditionally admitted into the program based on results of a criminal background screening and drug/alcohol testing. **Criminal background screening and drug/alcohol testing**

is performed as part of the entry requirement and possibly throughout the program for all students entering the ADN hybrid online program. Drug/alcohol testing shall be collected at Herrin Hospital, Heartland Regional Medical Center, Memorial Hospital of Carbondale or SIH WorkCare, under that facility's procedures and control at the student's expense. If a student has a positive drug/alcohol screen, they may not be admitted into the nursing program at that time. The criminal background screening will be conducted by JALC at a \$20.00 cost to the student. This cost will be added to the student's billing statement and will be **NON-REFUNDABLE**.

Evidence of health insurance is required with a **copy of your health insurance card** given to the Nursing Department Secretary. **If a student drops their health insurance anytime during the nursing program, they will be removed immediately from the program.** A physical examination is required. The exam form must have a hand written signature by the physician or health provider. **No stamped signatures or office nurse signatures are accepted.** In addition, proof of immunization or immunities from the following diseases are required: Measles/Rubeola Titer, German Measles/Rubella Titer, Mumps Titer, Chicken Pox/Varicella Zoster Titer, Diphtheria/Tetanus Booster, Childhood Polio Vaccine, Two-Step TB Skin Test (Tuberculosis) within a 3-week period or show proof that a two-step test has been done in the past with subsequent re-tests annually, the series of three (3) Hepatitis B Vaccines, and annual Flu Vaccine. The physical examination should not be scheduled until official notification of acceptance into the program has been received. The physical form and inoculation form may be obtained during registration/orientation. Both the physical and the inoculation forms must be submitted to the Nursing Department, Room G220, before you begin class.

Prospective ADN hybrid online students should **not** purchase any materials or supplies until **AFTER** they have attended a new student orientation session and have registered for classes. All questions regarding uniforms, schedules, requirements, physicals, etc. will be answered for accepted students during an orientation session in April with the Coordinator of Associate Degree Nursing Hybrid Online.

PROGRAM GUIDE AND COURSE DESCRIPTIONS

ADN hybrid online students must earn a minimum of a C grade in all courses listed in the program guide, including prerequisite courses.

It is the responsibility of all interested applicants to view the current ADN hybrid online program guide and course descriptions online at the following links:

[Associate Degree Nursing - Associate in Applied Science Degree \(Hybrid Online\) Program Guide](#)

[Associate Degree Nursing \(ADN\) Course Descriptions](#)

GENERAL COURSE REQUIREMENTS

All of the general courses listed below are **prerequisites** and must be successfully completed **before** starting the program.

BIO 205 – Human Anatomy and Physiology I – 4 credits

ENG 101 – English Composition I – 3 credits

PNE 100 – Nutrition – 3 credits

PSY 132 – General Psychology – 3 credits

PNE 209 – I.V. Therapy (or comparable I.V. course)¹ – .5-1 credit

ALH 101 – Cardiopulmonary Resuscitation – 1 credit OR (**required annually**)

ALH 102 – CPR Recertification² – .5 credit

BIO 206 – Human Anatomy and Physiology II³ – 4 credits
 BIO 226 – General Microbiology³ – 4 credits
 CHM 141 – General, Organic, and Biochemistry I⁴ – 4 credits

Math Elective – complete **one**:

MAT 113 – Introduction to Contemporary Mathematics⁵ – 3 credits
 MAT 120 – Elementary Statistics⁵ – 3 credits
 MAT 104 – Mathematics for Allied Health – 3 credits

Speech Elective – complete **one**:

SPE 115 – Speech – 3 credits
 SPE 116 – Interpersonal Communication – 3 credits

¹ Students must have successfully completed an I.V. Therapy course before starting the program.

² Students must be certified in CPR annually (ALH 102 CPR Recertification) before starting clinical rotations.

³ Courses are not offered every semester and must be taken the semester indicated or before.

⁴ Prerequisite for CHM 141 is MAT 062 with a minimum of a C grade or an official high school transcript listing Algebra I and Algebra II with a minimum of a C grade. Proof of either one is needed before you may enroll in CHM 141.

⁵ Prerequisite for MAT 113 and MAT 120 is MAT 062 with a minimum of a C grade. Recommended for transfer students.

All applicants are required to successfully complete all courses in the PNE curriculum, including prerequisite courses, with a minimum of a C grade prior to the spring semester they plan to start the ADN hybrid online program.

For general course advisement and registration, contact your advisor. If you need to be assigned to an advisor, contact Testing Services at (618) 985-2828 Ext. 8520. Registration is by appointment only, except during designated walk-in dates.

PROGRAM COSTS

Costs are **estimates** based on the current 2016-2017 academic year.

ITEM	COST
Tuition – In-District at \$115.00 per credit hour – 19 hours (prerequisite courses)	\$2,185.00
Technology fee at \$5.00 per credit hour – 19 hours (prerequisite courses)	95.00
Course fees (prerequisite courses)	130.00
Variable Tuition ¹ – In-District at \$145.00 per credit hour – 33 hours (ADN courses)	4,785.00
Technology fee at \$5.00 per credit hour – 33 hours (ADN courses)	165.00
Course fees (ADN courses)	1,300.00
Books (ADN courses)	1,500.00
Uniform	100.00

ITEM	COST
Clinical Shoes	75.00
Supplies	100.00
Drug Screening	49.00
Criminal Background	20.00
Graduation fee	10.00
Registration fee for PSB Registered Nursing School Aptitude Examination (RNSAE)	30.00
Total Estimated Cost	\$10,544.00

[Click here to view Tuition and Fees Schedule.](#)

¹ Variable tuition rate of \$30.00 per credit hour assessed for ADN courses.

Additional costs may include:

- \$60 Activity fee assessed for 6 or more credit hours registered per fall and spring semester
- \$40 Activity fee assessed for 3 or more credit hours registered per summer semester
- Medical exams, immunizations, and CPR
- Computer and internet required for D2L courses
- NCLEX-RN examination fee
- State licensure fee

Note: Many of these costs will be incurred the first semester of the program since textbooks, uniforms and equipment can be used in subsequent semesters. Tuition and fees for 14 hours of prerequisite courses listed in the PNE curriculum are not included. Textbooks for ADN prerequisite courses are not included due to variability of texts. **All costs listed above are estimates and subject to change. The ADN hybrid online student should plan to meet these financial obligations before entering the program.**

*Potential ADN hybrid online students should **not** purchase or schedule anything until after they have been accepted and registered to begin the ADN hybrid online program.*

For additional information, please contact Marilyn Falaster, Director of Nursing, at (618) 985-2828 Ext. 8455 or marilynfalaster@jalc.edu.

FINANCIAL ASSISTANCE

JALC offers students several sources for financial assistance:

Financial Aid – A variety of financial aid exists and the applicant should contact the Financial Aid Office for more information at (618) 985-2828 Ext. 8308, financialaid.info@jalc.edu, or C210. Some of the types of financial aid presently offered are:

- [Federal Pell Grant](#)
- [Federal Supplemental Educational Opportunity Grant \(FSEOG\)](#)
- [Illinois State Map Grant](#)
- [College Work Study](#)

JALC is no longer participating in the Federal Direct Student Loan Program. Students in need of loan funds will have to apply for a Private Alternative Student Loan. In order to find a lender,

contact your local Bank, Credit Union, or search on the web using “Private Alternative Student Loan providers” for your search. All students who apply for private alternative loans must first submit a FAFSA with JALC’s federal school code 008076.

Financial aid requirements and general information can be accessed online at [Financial Aid](#).

Scholarships – A variety of scholarships, administered through the JALC Foundation and external sources, are available and the applicant should contact the Foundation Office for more information at (618) 985-2828 Ext. 8355, foundation@jalc.edu, or B33.

Scholarship application procedures, scholarship application, letter of recommendation form, and lists of available scholarships through the JALC Foundation and external sources, can be accessed online at [JALC Foundation](#).

Veterans Resources – Military veterans should visit [Veterans Services](#) in C206 for more information on Illinois Veterans Grant and GI Bill Benefits.