

Hocking College

Nursing Program

Checklist for Admission File Completion

All Nursing program applicants are accepted into the Associate of Science (AS) program and may begin taking general classes. The AS program is a pathway to the Nursing program and allows you to complete general education requirements for Nursing. Upon successful completion of all nursing admission requirements your academic program will be changed to Nursing.

Completion of the HESI Admission Assessment Exam (A2) will determine whether you qualify for the Practical Nursing (PN), Registered Nursing (RN) or Nursing Transition (PN2RN) track. Admission file completion requirements for each track are outlined below. You will be assigned a clinical/theory/technical class start term based on your date of admission file completion.

It is your responsibility to monitor admission file completion status. Nursing program admission file completion requirements can be viewed in WebAdvisor (student menu) by clicking on the My Documents link under the Communications tab. If you have questions regarding file completion requirements, please contact your Nursing advisor or the Nursing Office (by phone at 740-753-6376 or in person in DVD 217).

NURSING APPLICANTS WHO ARE NOT CURRENTLY A PRACTICAL NURSE (PN)

If you are not currently a Practical Nurse you must complete the following requirements to determine your eligibility for the Practical Nursing (PN) or Registered Nursing (RN) track.

☐ 1. **HESI Admission Assessment Exam (A2) for PN or RN**

It is recommended that this exam be completed prior to your first term of enrollment at Hocking College. The HESI Admission Assessment Exam (A2) determines eligibility for the PN or RN track. You are allowed 4 hours to complete the exam which consists of the following: anatomy and physiology, reading comprehension, math and vocabulary. A score of 70% or above in each subject area is required for placement on the PN track; a score of 75% or higher in each subject area is required for placement on the RN track. You are encouraged to review prior to taking the exam. An available review resource is *HESI Admission Assessment Exam Review, Fourth Edition* (ISBN: 978-0-3233-5378-6) or online at <http://www.mometrix.com/academy/hesi-a2-test/>. Scores from other schools are not accepted.

You must schedule an appointment to take the HESI Admission Assessment Exam (A2). A limited number of seats are available each day and are filled on a first come first served basis. Contact the Nursing Office at 740-753-6376 to schedule an appointment. The exam costs \$40 (subject to change) and must be paid online by credit card at the time of testing. You must present a picture ID and have a valid email address available at the time of testing. You must also know your Hocking College student ID number.

The test can be taken a maximum of 3 times. Each testing session requires a separate appointment and payment of the \$40 (subject to change) testing fee. HESI scores do not expire. If you do not have a 70% or higher for PN or a 75% or higher for RN in all subject areas after the second HESI attempt you will be required to complete remediation before your third attempt. Contact the Nursing Office (by phone at 740-753-6376 or in person in DVD 217) for remediation options.

If you have used all three assessment attempts and do not meet the minimum composite score of 70% you are not eligible for admission to the Nursing program. You are encouraged to meet with your academic advisor to discuss other career options.

☐ 2. **High School Transcript or GED**

Submit an official high school transcript indicating graduation from an accredited high school or proof of successful completion of the General Education Development (GED) test. Official transcripts must be mailed directly from your high school to the Hocking College Admissions Processing Office, Hocking College, 3301 Hocking Parkway, Nelsonville OH 45764 or submitted through a formal transcript service such as Parchment or eScript. GED certificates must be submitted to the Admissions Processing Office in the official format of the state in which you completed the GED. Faxed, emailed or hand carried transcripts are not accepted.

- If you are/were home schooled, submit a notarized homeschool transcript showing graduation from an approved homeschooling curriculum. The transcript must be submitted to the Admissions Processing Office. If you did not complete an approved homeschool curriculum you may be asked to submit General Education Development (GED) scores.
- If you completed high school outside of the United States, submit original transcripts (translated to English by a formal translation service if necessary) for schooling equivalent to a United States high school. Once received your transcript will be reviewed to determine if it meets the transcript requirement. It is recommended that you submit official documents in person. Original documents will be copied and returned to you. If you are unable to obtain an official transcript it is recommended that you complete the General Education Development (GED) test.

☐ 3. **STNA/CMA/EMT-P Certification**

Submit documentation for one of the following certifications to the Hocking College Nursing Office (DVD 217), 3301 Hocking Parkway, Nelsonville OH 45764. Your STNA/CMA/EMT-P certification must be current (not expired) at the time that you submit it AND at the time that you begin clinical/theory.

- **STNA** Provide proof of a valid and current State Tested Nurse Aide (STNA) certification. Submit a copy of your STNA card or print your STNA certification information from the Ohio Department of Health website - https://odhgateway.odh.ohio.gov/nar/nar_registry_search.aspx
- **CMA** Provide proof of a valid and current Certified Medical Assistant CMA (AAMA) certification. Submit a copy of your CMA (AAMA) card or print your CMA certification information from the American Associate of Medical Assistants website - <http://www.aama-ntl.org>
- **EMT-P** Provide proof of a valid and current EMS Provider certification at the Paramedic level. Submit a copy of your EMS Provider certification card or print your certification information from the Ohio Department of Public Safety website - <https://services.dps.ohio.gov>. EMT Basic does not meet this requirement.

☐ 4. **Additional Requirements for the Registered Nursing Track**

If you qualify for the RN track (75% or higher on HESI) you must meet all of requirements outlined above (#1-3) PLUS the following requirements. Once all requirements have been met you will be assigned a clinical/theory/technical class start term based on your date of admission file completion.

- ☐ 4a. **General Psychology**
Satisfactorily complete PSYC 1101-General Psychology. General Psychology completed at another college/university must be documented on an official college transcript and posted as transfer credit. The equivalent Hocking College quarter course is PSYC 101-General Psychology or PSYC 150-Introduction to Psychology.
- ☐ 4b. **Anatomy and Physiology I**
Satisfactorily complete BIOS 1113-Anatomy and Physiology I. Anatomy and Physiology I completed at another college/university must be documented on an official college transcript and posted as transfer credit. The equivalent Hocking College quarter courses are BIOS 112-Human Organism AND BIOS 113-Anatomy and Physiology I.
- ☐ 4c. **English Composition I**
Satisfactorily complete ENGL 1510-English Composition I. English Composition I completed at another college/university must be documented on an official college transcript and posted as transfer credit. The equivalent Hocking College quarter course is COMM 122-Communications II. Semester courses ENGL 1122-English Composition I or ENGL 1122A-English Composition with Supplement also satisfies this requirement.
- ☐ 4d. **Introductory Statistics**
Satisfactorily complete MATH 2250-Introductory Statistics. Introductory Statistics completed at another college/university must be documented on an official college transcript and posted as transfer credit.

NURSING APPLICANTS WHO ARE CURRENTLY A PRACTICAL NURSE (PN)

If you are currently a Practical Nurse you must complete the following requirements to determine your eligibility for the Nursing Transition (PN2RN) program.

- ☐ 1. **High School Transcript or GED**
Submit an official high school transcript indicating graduation from an accredited high school or proof of successful completion of the General Education Development (GED) test. Official transcripts must be mailed directly from your high school to the Hocking College Admissions Processing Office, Hocking College, 3301 Hocking Parkway, Nelsonville OH 45764 or submitted through a formal transcript service such as Parchment or eScript. GED certificates must be submitted to the Admissions Processing Office in the official format of the state in which you completed the GED. Faxed, emailed or hand carried transcripts are not accepted.
 - If you are/were home schooled, submit a notarized homeschool transcript showing graduation from an approved homeschooling curriculum. The transcript must be submitted to the Admissions Processing Office. If you did not complete an approved homeschool curriculum you may be asked to submit General Education Development (GED) scores.
 - If you completed high school outside of the United States, submit original transcripts (translated to English by a formal translation service if necessary) for schooling equivalent to a United States high school. Once received your transcript will be reviewed to determine if it meets the transcript requirement. It is recommended that you submit official documents in person. Original documents will be copied and returned to you. If you are unable to obtain an official transcript it is recommended that you complete the General Education Development (GED) test.
- ☐ 2. **Practical Nursing Transcript**
Submit an official transcript from the School of Practical Nursing from which you graduated. Official transcripts must be mailed directly from your School of Practical Nursing to the Hocking College Registrar's Office, Hocking College, 3301 Hocking Parkway, Nelsonville OH 45764 or submitted through a formal transcript service such as Parchment or eScript. Faxed, emailed or hand carried transcripts are not accepted. (Note: If you completed the PN program at Hocking College you do not need to submit a PN transcript).
- ☐ 3. **HESI Admission Assessment Exam (A2) for PN2RN**
This exam should be completed prior to your first term of enrollment in the Hocking College nursing program. A score of 75% or above in each subject area is required for admission to the PN2RN Transition program. You are allowed 4 hours to complete the exam which consists of the following: anatomy and physiology, reading comprehension, math and vocabulary. You are encouraged to review prior to taking the exam. An available review resource is *HESI Admission Assessment Exam Review, Fourth Edition* (ISBN: 978-0-3233-5378-6) or online at <http://www.mometrix.com/academy/hesi-a2-test/>. Scores from other schools are not accepted.

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The test can be taken a maximum of 3 times. Each testing session requires a separate appointment and payment of the \$40 (subject to change) testing fee. If a score of 75% or higher is not achieved in all subject areas you are not eligible for the PN2RN Transition Program. If you do not have a 75% or higher in all subject areas after the second HESI attempt you will be required to complete remediation before your third attempt. Contact the Nursing Office (by phone at 740-753-6376 or in person in DVD 217) for remediation options.

If you have used all three assessment attempts and do not meet the minimum score of 75% in each subject area you are not eligible for admission to the Nursing Transition (PN2RN) program. You are encouraged to meet with your academic advisor to discuss other career options.

Additional Requirements for PN2RN Students to Progress to RN Semester 3

- ☐ 1. **Proof of Valid PN License**
Provide proof of a valid, non-restricted PN license. You may submit your license information printed from the Board of Nursing website, a copy of a PN license identification card or a PN license certificate. License information should be submitted to the Hocking College Nursing Office, Hocking College, 3301 Hocking Parkway, Nelsonville OH 45764.
- ☐ 2. **Micro/Patho**
Satisfactorily complete NT 1200-Micro/Patho. Micro/Patho completed at another college/university must be documented on an official college transcript and posted as transfer credit. The equivalent Hocking College quarter course is BIOS 200-Pathophysiology for Nurses. If you completed the Hocking College PN2RN Transition program, NT 1141-PN2RN A&P/Micro/Patho or BIOS 1140-PN2RN A&P/Patho/Micro satisfies this requirement.
- ☐ 3. **Introductory Statistics**
Satisfactorily complete MATH 2250-Introductory Statistics. Introductory Statistics completed at another college/university must be documented on an official college transcript and posted as transfer credit.