APPLICATION DEADLINE EXTENDED TO JUNE 10th AT 2:00 P.M.



Fall 2022 Application Packet PRACTICAL NURSING PROGRAM (LPN)

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE COMPLETING THIS APPLICATION PACKET

Deadline

The deadline to return this packet is 2 p.m. on Friday, June 10, 2022 (CDT).

Directions

Before starting application, read application from front to back. Most guestions can be answered throughout the packet.

How to Submit your Application Packet

Please refer to the <u>Practical Nursing Application Packet Check Sheet</u> on page 4 of this packet for a list of items that must be included in your application packet. All items should be assembled, fastened together, and submitted as **one complete packet**. Your application can be submitted by mail or hand delivered to one of the following:

Mail:

 Wallace Community College, Practical Nursing Program Office, 1141 Wallace Drive, Dothan, AL 36303, Attention: Hannah Mixson

Hand Delivered:

- Wallace Campus in Dothan, Health Science Building, 2nd floor Receptionist Desk, Attention: Hannah Mixson
- Sparks Campus in Eufaula, Administration Building, Student Services, Attention: Hannah Mixson

Transcripts

Individual transcripts from **EVERY** college (including WCC) that you have attended must be included in your application packet. Include a copy of your high school transcript **ONLY** if you are using high school coursework to count toward points. If your official transcripts are on file at Wallace Community College (WCC), you must still attach copies to your application.

- WCC Enrollment Services cannot provide you with copies of another school's transcripts.
- Unofficial transcripts are acceptable and may be printed from the Internet for most colleges.
- If you have attended Wallace Community College (WCC), you must also include a WCC transcript.

Resources

Additional advising can be sought at the QEP Advising Center located in Grimsley Hall on the Dothan Campus and the A Building, Room A13 on the Sparks Campus. We encourage making an appointment with the QEP Advising Center by emailing them at advising@wallace.edu or contacting Ms. Rachel Thomas at 334-556-2592. You can also your cell phone to click the "CLICK HERE" link below to setup an appointment.

Click Here

Minimum Admission Standards

Minimum admission standards for the Practical Nursing program include the following:

1) Proof of Unconditional Admission. Screen print form OneACCS student profile.

Example:

Degree: Associate in Science Level: Undergraduate Program: AS General Studies College: Academic Transfer Major: Pre Nursing Concentration: Not Provided Admit Type: Unconditional Admit

Admit Term: Spring 2022 Catalog Term: Fall 2021

- If your student profile says "Conditional Admit", you will need to satisfy the requirements necessary to update your student profile to Unconditional Admit prior to the Program application deadline.
- If you are enrolled in classes at another institution for Spring 2022, your admission status will not be unconditional until admissions receives your final transcript. Upon completing your Spring 2022 courses, you will be required to submit your final transcript to admissions. If this applies to you, we WILL accept your conditional admission status until you are cleared with admissions. You must have all documentation submitted to admissions, including a transcript showing courses in progress from your current institution.
- If you are not enrolled in any courses at WCC for Spring 2022 semester, you must re-apply to the College at WCC Enrollment Services. If you are not planning to come to WCC until Fall 2022, make sure you put that on your application.

NOTE: WCC Enrollment Services has a 72-hour processing time for WCC Admission Agreement Forms. Nursing program applicants who have completed a baccalaureate degree or any graduate coursework must also submit official transcripts from every college attended to WCC Enrollment Services.

- Completed Practical Nursing application packet received by 2 p.m. on Friday, May 27, 2022 (CDT). If mailed, the application packet must be postmarked no later than May 27, 2022 (CDT).
- 3) Minimum GPA of 2.5 on a 4.0 scale based on the last 24 credit hours for students with previous college coursework.

NOTE: This is not your cumulative GPA that you see on your transcript.

- 4) Eligibility for ENG 101 and BIO 201.
 - ENG 101 (English Composition I)
 - BIO 201 (Human Anatomy and Physiology I)
- 5) Be in good standing with WCC.
- 6) Meeting the essential functions or technical standards required for nursing.
- 7) Completion of the ATI Test of Essential Academic Skills (ATI TEAS®) taken within three years of the application deadline.
 - Registration and payment for the ATI TEAS® must be completed online through the vendor site. Registration cannot be handled through Testing Services on either campus. Payments cannot be received through the College Business Office. Applicants must create an online account at www.atitesting.com to schedule a date for testing.
 - If testing at a location other than WCC you must transfer your ATI TEAS[®] score to WCC.
 - Applications received without test scores will be considered ineligible for admission consideration. Scores are good for three years prior to the application deadline.
 - There is **NO SET SCORE** for the ATI TEAS® test at this time. We ask that you do your best.

For questions regarding the ACCUPLACER® or ATI TEAS®, please contact Testing Services:

Wallace Campus, Dothan - (334) 983-3521, ext. 2296 Sparks Campus, Eufaula - (334) 687-3543, ext. 4249

http://www.wallace.edu/student_services/counseling_dss_testing_career_services/testing_services.aspx

Calculation of Points

After meeting minimum requirements, applicants are rank-ordered using a 221-point system based on:

- ATI TEAS[®] score (150 possible points)
- Points for selected college courses (i.e., English 101, Math 116 or higher level math) and/or selected high school courses (i.e., Algebra II or higher level math, highest level Biology) (60 possible points)
- Additional points (11 possible points) for:
 - Students currently enrolled or who have previously completed courses at WCC (including dual enrollment and/or early college admission)
 - Students who have completed a Certified Nursing Assistant program (applicant must provide documentation verifying that they are currently a Certified Nursing Assistant)

Copies

You are strongly encouraged to make copies of all materials in your packet prior to submission. The Practical Nursing program office will not make copies of any items in your packet for use in reapplying to the Practical Nursing program or in applying to other programs.

Notification

Applicants will be notified of their status within <u>6 weeks after the application deadline</u>. An email will be sent to the email address provided on the application if you were accepted to the program or denied admission. It is imperative that an accurate email address, that is regularly checked, be submitted on this application.

Ouestions

If you have questions, please email Hannah Mixson, Practical Nursing Division, at hmixson@wallace.edu.

Form A

Wallace Community College Practical Nursing (LPN) Application Packet CHECK SHEET

THIS FORM MUST BE SUBMITTED AS THE FIRST PAGE OF YOUR PACKET

THE FOLLOWING ITEMS MUST BE INCLUDED WITH YOUR APPLICATION PACKET FOR IT TO BE CONSIDERED COMPLETE

P	lace a check (✓) beside each item to indicate that the item has been included.
	Form A: (this form) should be the coversheet of your application packet
	Form B: Nursing Program Application (2 pages)
	Form C: Site Preference Form
	Proof of Admission Status from OneACCS Student Profile
	Separate transcripts from each college previously attended. Transcripts can be official or unofficial. (including Wallace Community College).
	A copy of the ATI TEAS® score report form (Individual Performance Profile)
	SCORE MUST BE ACHIEVED WITHIN 3 YEARS OF APPLICATION DEADLINE TO SATISFY ELIGIBILITY REQUIREMENTS
	Signed copy of the Alabama Community College System/Wallace Community College Nursing Programs/Essential Functions (pg 8)
OPTION	IAL:
	Include ACCUPLACER®, ACT®, SAT® or ACCS Biology Placement Exam scores if used as qualifiers for ENG 101 and BIO 201 SCORE(S) (other than the ACCS Biology Placement Exam) MUST BE ACHIEVED WITHIN 3 YEARS OF APPLICATION DEADLE TO SATISFY ELIGIBILITY REQUIREMENTS
	HIGH SCHOOL TRANSCRIPT. Include a copy of your high school transcript only if you are using high school coursework to count towards points.
	If you are currently a certified nursing assistant and would like consideration in ranking, initial and attach verifying documentation.
requiremen	nitted all of the above checked items in my application packet. I understand that meeting minimal admission to does not guarantee admission to the program. I also understand that a minimum number of students is each location for classes to be conducted, so placement at my desired location is not guaranteed.
Signature	: Date:
Printed Na	ame:
Student N	lumber:

Form B

The Alabama Community College System Practical Nursing Application (LPN)

Date:				
I. PERSONAL DATA Last Name:	First:		MI:	Maiden:
Wallace Community College Str	udent A Number:			
Mailing Address:				
City:	State:	Zip Code:	T	elephone:
Alternate Phone:		Valid E-mail addr	ress:	
II. EDUCATION High School Graduation Year:	High School	ol Name:		
GED credential (if applicable):		Date completed:	:	
Are you currently taking colleg	ge courses? Yes!	NoIf yes, what o	college_	
List all Spring 2022 courses cuapplicable.	irrently enrolled in to	include mini terms. l	Please in	idicate mini term beside listed class a
List <u>all</u> colleges attended and the	ne year(s) attended (Li	st additional college	es on a se	eparate sheet of paper if necessary.)
COLLEGES ATTENDI INCLUDING WALLAC COMMUNITY COLLEGE	CE C	CITY/STATE		DATES ATTENDED (FROM/TO)

Form B (continued)

Have yo	ou previously been		g program including Wallace Community Co	ollege (WCC)?
	Yes			
		he PN program at WCC, no additiona	al letter will be required.	
	If yes, state the r	eason for withdrawal		
•	No	_		
stating you ar	e eligible to returi		omplete a previous nursing program, you must letter must be submitted with your PN program evious nursing program.	
Test of Es	ssential Skills, (ATI TEAS®) Score:	Date Tested:	
NOTE: So	core must be ach	ieved <u>within 3 years</u> of applic	cation deadline to satisfy eligibility require	ement.
			mation given in this application is true and ned sufficient reason to dismiss the student	
	lmission standar			
		on to Wallace Community C		
-	• •	application for the nursing pr on a 4.0 scale based on the la	rogram(s). ast 24 credit hours for students <i>with</i> previou	us college
cours	sework.			O
		101 and BIO 201. Vallace Community College.		
	_	unctions or technical standar	rds required for nursing	
			s (ATI TEAS®) taken within 3 years of the	application
dead	line.			
Admission to	n the nursing pro	gram is competitive, and the	number of students is limited by the num	her of faculty
			nents does not guarantee acceptance.	oci oi incuity
	Applicant's	Signature	Date	
******	******		**************************************	******
		(FOR OFFICE	E USE UNLY)	
Date receive	d:	Receive	ed by:	

Form C

Wallace Community College Practical Nursing Program (LPN)

SITE PREFERENCE FORM

(Please include this form in application packet)

Fall 2022 applicants for the Practical Nursing program will have the option of choosing between a traditional "DAY" program track offered at the Wallace Campus in Dothan or a traditional "DAY" program track offered at the Sparks Campus in Eufaula. Please rank your preference for location below by placing "1" beside your first preference and "2" beside your second preference. If you DO NOT have a second preference, mark those spaces "N/A" and indicate only your first preference.

 _Day - Wallace Campus in Dothan
_Day - Sparks Campus in Eufaula

NOTE: The next application for Evening/Weekend Classes will not be offered until Fall 2023. The application for the next Evening/Weekend cohort will be available online March 1, 2023.

The PN program at WCC is approved by the Alabama Board of Nursing RSA Plaza, Suite 250 770 Washington Avenue Montgomery, Alabama 36104 (334) 293-5200

The PN program at WCC is accredited by the Accrediting Commission for Education in Nursing (ACEN)
3343 Peachtree Road NE, Suite 850
Atlanta, Georgia 30326
(404) 975-5000

THE ALABAMA COMMUNITY COLLEGE SYSTEM / WALLACE COMMUNITY COLLEGE NURSING PROGRAMS - ESSENTIAL FUNCTIONS

The Alabama Community College System endorses the Americans' with Disabilities Act. In accordance with College policy, when requested, reasonable accommodations may be provided for individuals with disabilities.

Physical, cognitive, psychomotor, affective and social abilities are required in unique combinations to provide safe and effective nursing care. The applicant/student must be able to meet the essential functions with or without reasonable accommodations throughout the program of learning. Admission, progression and graduation are contingent upon one's ability to demonstrate the essential functions delineated for the nursing programs with or without reasonable accommodations. The nursing programs and/or its affiliated clinical agencies may identify additional essential functions. The nursing programs reserve the right to amend the essential functions as deemed necessary.

In order to be admitted and to progress in the nursing program one must possess a functional level of ability to perform the duties required of a nurse. Admission or progression may be denied if a student is unable to demonstrate the essential functions with or without reasonable accommodations.

The essential functions delineated are those deemed necessary the Alabama Community College System nursing programs. No representation regarding industrial standards is implied. Similarly, any reasonable accommodations made will be determined and applied to the respective nursing program and may vary from reasonable accommodations made by healthcare employers.

The essential functions delineated below are necessary for nursing program admission, progression and graduation and for the provision of safe and effective nursing care. The essential functions include but are not limited to the ability to:

- 1) Sensory Perception
 - a) Visual
 - Observe and discern subtle changes in physical conditions and the environment
 - ii) Visualize different color spectrums and color changes
 - iii) Read fine print in varying levels of light
 - iv) Read for prolonged periods of time
 - v) Read cursive writing
 - vi) Read at varying distances
 - vii) Read data/information displayed on monitors/equipment
 -) Auditory
 - i) Interpret monitoring devices
 - ii) Distinguish muffled sounds heard through a stethoscope
 - iii) Hear and discriminate high and low frequency sounds produced by the body and the environment
 - iv) Effectively hear to communicate with others
 - c) Tactile
 - Discern tremors, vibrations, pulses, textures, temperature, shapes, size, location and other physical characteristics
 - d) Olfactory
 - i) Detect body odors and odors in the environment
- 2) Communication/ Interpersonal Relationships
 - Verbally and in writing, engage in a two-way communication and interact effectively with others, from a variety of social, emotional, cultural and intellectual backgrounds
 - b) Work effectively in groups
 - c) Work effectively independently
 - d) Discern and interpret nonverbal communication
 - e) Express one's ideas and feelings clearly
 - f) Communicate with others accurately in a timely manner
 - g) Obtain communications from a computer
- 3) Cognitive/Critical Thinking
 - a) Effectively read, write and comprehend the English language
 - Consistently and dependably engage in the process of critical thinking in order to formulate and implement safe and ethical nursing decisions in a variety of health care settings
 - c) Demonstrate satisfactory performance on written examinations including mathematical computations without a calculator
 - d) Satisfactorily achieve the program objectives
- 4) Motor Function
 - Handle small delicate equipment/objects without extraneous movement, contamination or destruction
 - b) Move, position, turn, transfer, assist with lifting or lift and carry clients without injury to clients, self or others
 - c) Maintain balance from any position
 - d) Stand on both legs
 - e) Coordinate hand/eye movements
 - f) Push/pull heavy objects without injury to client, self or others
 - Stand, bend, walk and/or sit for 6-12 hours in a clinical setting performing physical activities requiring energy without jeopardizing the safety of the client, self or others
 - h) Walk without a cane, walker or crutches
 - i) Function with hands free for nursing care and transporting items
 - j) Transport self and client without the use of electrical devices
 - k) Flex, abduct and rotate all joints freely
 - I) Respond rapidly to emergency situations
 - m) Maneuver in small areas
 - n) Perform daily care functions for the client
 - Coordinate fine and gross motor hand movements to provide safe effective nursing care
 - p) Calibrate/use equipment

- q) Execute movement required to provide nursing care in all health care settings
- r) Perform CPR and physical assessment
- s) Operate a computer
- 5) Professional Behavior
 - Convey caring, respect, sensitivity, tact, compassion, empathy, tolerance and a healthy attitude toward others
 - Demonstrate a mentally healthy attitude that is age appropriate in relationship to the client
 - c) Handle multiple tasks concurrently
 - d) Perform safe, effective nursing care for clients in a caring context
 - e) Understand and follow the policies and procedures of the College and clinical agencies
 - f) Understand the consequences of violating the student code of conduct
 - Understand that posing a direct threat to others is unacceptable and subjects one to discipline
 - h) Meet qualifications for licensure by examination as stipulated by the Alabama Board of Nursing
 - i) Not to pose a threat to self or others
 - j) Function effectively in situations of uncertainty and stress inherent in providing nursing care
 - k) Adapt to changing environments and situations
 - I) Remain free of chemical dependency
 - m) Report promptly to clinical and remain for 6-12 hours on the clinical unit
 - n) Provide nursing care in an appropriate time frame
 - Accepts responsibility, accountability, and ownership of one's actions
 - p) Seek supervision/consultation in a timely manner
 - q) Examine and modify one's own behavior when it interferes with nursing care or learning I have reviewed the Essential Functions for this program and I certify that to the best of my knowledge, I have the ability to perform these functions. I understand that a further evaluation of my ability may be required and conducted by the nursing faculty if deemed necessary, to evaluate my ability prior to admission to the program and for retention and progression through the program.

STUDENT ACKNOWLEDGEMENT

I have reviewed the Essential Functions for this program and I certify that to the best of my knowledge, I have the ability to perform these functions. I understand that a further evaluation of my ability may be required and conducted by the nursing faculty if deemed necessary, to evaluate my ability prior to admission to the program and for retention and progression through the program.

I understand that Wallace Community College will provide reasonable accommodations but is not required to substantially alter the requirements or nature of the program or provide accommodations that inflict an undue burden on the respective College.

I understand that if my health changes during the program of learning, so that the essential functions cannot be met with or without reasonable accommodations, that I may be withdrawn from the nursing program.

I understand that if I need accommodations, it is my responsibility to contact the appropriate College official. My request should be directed to Dr. Ryan Spry, (334) 556-2587.

Print Name: _____

Student	Signature

Date

ATI TEAS® Entrance Exam for Fall 2022 Wallace Community College Practical Nursing Applicants

Applicants to the Practical Nursing program at Wallace Community College must submit scores received on the Test of Essential Academic Skills (ATI TEAS® or TEAS-V®). Applicants must pre-register and pay for testing through the vendor site to reserve a seat at their desired testing session. Although no minimum score is required, the score received on this test will count as a majority of points used in ranking applicants for admission selection (150 of 221 for PN). ATI TEAS® scores are valid for three years.

The ATI TEAS® measures basic essential skills in the academic content areas of reading, mathematics, science, and English and language usage. Students must create an account at www.atitesting.com to schedule a date for testing. All nursing applicants must include a copy of their ATI TEAS® score report in their nursing program application packet. Applications received without test scores will be considered ineligible for admission consideration and point ranking.

Guidelines for ATI TEAS® Testing:

- ATI TEAS® test administration at WCC will be computerized (four-option, multiple choice)
- Total time available to test: 209 minutes (3 hours and 29 minutes)
- Number of Test Questions: 170
- Points Possible: 150
 - o **Reading**: 58 minutes/ 48 questions o **Math**: 51 minutes/ 34 questions o **Science**: 66 minutes/ 54 questions
 - o English and language: 34 minutes/ 34 questions

Accommodations for Students with Disabilities:

According to the U.S. Department of Education's Section 504 of the Rehabilitation Act of 1973, a student with a disability may be defined as any individual who:

- has a physical or mental impairment which substantially limits one or more major life activities;
- has a record of such an impairment; or
- · is regarded as having such an impairment

Any examinee who has a **documented** disability should contact Dr. Ryan Spry (Wallace Campus in Dothan) at 334-556-2587 or Ms. Terri Ricks Sparks Campus in Eufaula at 334-556-4270 **two weeks prior** to their registered testing date.

Preparing for the ATI TEAS®:

- The Study Manual for the Test of Essential Academic Skills is available for purchase at www.atitesting.com.
- The following items are also available for purchase at <u>www.atitesting.com</u>:
 - Learning strategies
 - ATI TEAS® Pre-Test Study Manual
 - ATI TEAS® online practice assessments
 - ATI TEAS® transcripts

Scoring on the ATI TEAS® is utilized in the nursing entry process as points based on the percentage score equivalent. The **Adjusted Individual Total** score percentage score is utilized in calculating the nurse entry admission process. If the **Adjusted Individual Total Score is 94%, this will be calculated as 94% of the total 150 questions or 141 admission points.** There is no minimum score required on the ATI TEAS®, but a higher score produces a higher point total for nursing entry. Total points possible for nursing entry: PN=221.

Cost of the ATI TEAS® test is \$82.00. This fee must be paid in advance online by debit or credit card at www.atitesting.com. YOU MUST PRE-REGISTER WITH ATI TO SCHEDULE A TESTING SESSION—WCC DOES NOT SCHEDULE SEATS OR RECEIVE PAYMENT. DO NOT COME TO A TESTING SESSION IF YOU HAVE NOT ALREADY PRE-REGISTERED AND RECEIVED YOUR USER ID AND PASSWORD!

Registering for the ATI TEAS®:

- Log on to www.atitesting.com
- Click on "Register for ATI TEAS®" at the bottom right corner of your screen.
- After completing the registration process, testers will be required to create a user account if they do not already have one
 prior to purchasing the test session. REMEMBER YOUR USER ID AND PASSWORD—IT WILL BE REQUIRED AT
 TIME OF TESTING.

Taking the ATI TEAS®:

- Arrive 30 minutes early to the test site—NOTE: All ATI TEAS® sessions are scheduled for the Wallace Campus in Dothan.
- Present one valid form of ID-must be a government-issued photo ID, i.e., Driver's License, Military ID, or Passport
- Provide ATI username and password www.atitesting.com assigned when registering/paying for the exam
- No calculators, cell phones, pagers, PDAs, CD players, MP3 players, IPODs or other electronic devices allowed during test
- Bring two or more #2 pencils—scratch paper will be provided by the testing center
- Schedule yourself for four hours to complete the exam
- Late arrivals will not be allowed to test and will therefore forfeit the testing fee.

Please Note:

- ATI assesses a \$27.00 fee to transfer an ATI TEAS® score to a location other than your original test site.
- Missed exams are non-refundable; however, you may change a test date by contacting ATI <u>at least 48 hours in advance</u> of your originally scheduled testing date.
- ATI TEAS® score is good for three years.
- ATI TEAS® may be repeated.
- Proof of ATI TEAS® score must be attached to nursing applications.

ATI TEAS® Score Report

Students can download TEAS test results by signing in to www.atitesting.com, then complete the following:

- Sign-in with student username and password for ati.
- Select MY RESULTS.
- Select TEAS test results
- DOWNLOAD RESULTS
- OPEN WITH ADOBE
- Print TEAS test report.



FOR TEST DATE AND TIME OPTIONS AVAILABLE AT WCC, VISIT <u>www.atitesting.com</u>. Dates and times for Dothan and Eufaula testing centers are available.