



## Associate Degree Nursing Program LVN-ADN Transition Program Application Packet

**Application Deadline: March 1 at 4 p.m.**

*If the application deadline falls on a weekend or holiday, applications are due the next business day.  
All admission requirements must be fully completed by the application deadline.*

Dear Associate Degree Nursing Program Applicant,

Thank you for your interest in the Associate Degree Nursing (ADN) Program. Victoria College (VC) the LVN-ADN Transition Program. Upon successful completion of the program, the graduate is eligible to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Satisfactory achievement on the examination will qualify the graduate for licensure as a registered nurse. The Associate Degree Nursing (ADN) Program is fully approved by the Texas Board of Nursing.

The Associate Degree Nursing (ADN) Program at Victoria College located in Victoria, Texas is accredited by the: Accreditation Commission for Education in Nursing (ACEN)  
3390 Peachtree Road NE, Suite 1400  
Atlanta, GA 30326  
(404) 975-5000

### **ADMISSION REQUIREMENTS CHECKLIST**

Admission requirements for the ADN Program differ from general admission to Victoria College. **Additional information and any changes in the admission requirements will be available at [VictoriaCollege.edu/ProfessionalNursing](http://VictoriaCollege.edu/ProfessionalNursing).** It is the applicant's responsibility to check the website frequently for any admission requirement changes. The ADN Program is a selective admission program which accepts a limited number of students each semester. **It is strongly encouraged to visit VC's Academic Advising and follow the checklist in numerical order to ensure all requirements are met.**

For general information regarding how to get started at Victoria College, contact Recruitment Services (361) 582-2400.

**In order to be considered an eligible applicant, it is the responsibility of the applicant to ensure that all necessary documents, as stated below, are in the ADN Office or uploaded and accepted to the appropriate website by the application deadline. VC application and transcripts need to be submitted to VC's Admissions & Records Office.**

- 1. VC Academic Advising:** Schedule an appointment with VC's Health Careers Pathway Advisor to discuss your educational goals and general nursing application information. Visit [VictoriaCollege.edu/AcademicAdvising](http://VictoriaCollege.edu/AcademicAdvising) to schedule your appointment.
  
- 2. Request Official Transcripts:** Request official high school diploma or GED transcripts and transcripts from any other college or university that you have attended other than VC. Submit documents to:  
Victoria College Admissions & Records Office  
2200 E. Red River Street  
Victoria, Texas 77901  
(361) 485-6841

University course numbers are different from community college course numbers. If you have taken any courses at a university that you believe might count toward your ADN degree, you **must** have a transcript evaluation completed by the Health Careers Pathway Advisor to verify if VC will accept those courses. Contact VC's Advising & Counseling Services at (361) 582-2400 to get started. Complete the transcript evaluation and Academic Evaluation Form-ADN before scheduling your advising appointment with the ADN Program. Transcript evaluations can take up to 4 weeks or more to be completed.



- 3. VC Application:** An application must be completed for admission to VC. Admission information is available at [VictoriaCollege.edu/Admissions](http://VictoriaCollege.edu/Admissions). It is the applicant's responsibility to validate with the Admissions & Records Office that their VC application has been processed by calling (361)485-6841.
- 4. TSI Complete (Texas Success Initiative):** Applicants must be TSI complete to qualify. Please contact Advising & Counseling Services for more information at (361) 582-2400. It is the applicant's responsibility to validate their TSI status with Advising & Counseling Services and the Admission & Records Office.
- 5. Prerequisite Courses:** A grade of C or better by the application deadline in each of the following prerequisite courses: BIOL 2401    BIOL 2420\*    PSYC 2301<sup>^</sup>    HPRS 2300<sup>+</sup>

\*BIOL 2420, BIOL 2401, & BIOL 2402 can be no more than 5 years old. If BIOL 2401 & BIOL 2402 are over five years old, the applicant only will need to repeat BIOL 2402 by application deadline.

<sup>^</sup>HPRS 2300 can be no more than 3 years old by the application deadline.

<sup>+</sup>Psychology courses (PSYC 2301 & PSYC 2314) completed more than 7 years ago must be repeated.

**If the applicant completes BIOL 2401, BIOL 2402 & BIOL 2420 at VC, they will receive extra points per course towards their admission score.**

- 6. GPA:** The applicant must have an overall GPA of a 2.0 on all VC hours attempted and a GPA of a 2.25 on the ADN program of study.

## ADN PROGRAM ADVISING

Once you have met with Academic Advising, please refer to the information below, in numerical order, to start the ADN application process.

- 1. LVN-ADN Transition Program Application:** Apply to VC's ADN Program by completing the [program application](#). The application is current for one year. Every year the applicant must submit a new application. We encourage applicants to apply to the program 6 months prior to admission and have an advising appointment with a nursing faculty member. This will ensure that all requirements are understood and met in a timely manner.
- 2. Texas Board of Nursing Licensure Eligibility (LE):** Complete the TX BON Licensure Eligibility Form (LE) with your program application online. The LE is current for one year and MUST be resubmitted yearly until accepted into the program. This form will be used to initiate a criminal background check (CBC) that the Texas Board of Nursing will run through the Texas Department of Public Safety (DPS) and Federal Bureau of Investigators (FBI). The administrative assistant will send your information to the board of Nursing. You will receive further instructions via email from IdentoGo once the Board of Nursing has accepted your LE. Fingerprinting is available at Victoria College for health career students only. For assistance, contact Enrollment Services at (361) 582-2400. The entire background check process can take up to 120 days depending on the individual and the circumstances. Complete the application and LE in enough time to meet the application deadline.
- 3. Criminal Background Check (CBC):** A clear Criminal Background Check (CBC) must be on file in the ADN Office by the application deadline. The procedure to complete this requirement will be emailed to prospective students once their ADN application and LE has been received and processed by the Board of Nursing. It can take up to **120 days** to receive a clear CBC. Once a clear CBC is received, it is the applicant's responsibility to submit the **original** document, which will come in the mail, from the Board of Nursing as a blue postcard. For applicants with a declaratory order, submit the letter indicating Board order. Upload the blue postcard (front & back) or letter to *Viewpoint* before hand-delivering original document to ADN office. The blue postcard or letter is only current for one year from the postmarked date. **The applicant must request a new blue card or letter yearly from the Texas Board of Nursing.**

- 4. ADN Advising Appointment:** Schedule an advising appointment by calling the Administrative Assistant at (361) 572-6435. An advising appointment must be completed at least yearly until the applicant is accepted into the program. The student must meet with VC's Health Careers Pathway Advisor and receive the Nursing Transcript Evaluation Form prior to scheduling your appointment with one of our faculty members. It is mandatory to have an advising appointment yearly with the program. This will ensure the understanding of all program requirements and that all requirements are met in a timely manner.
- 5. ATI TEAS Exam.** A qualifying ATI TEAS adjusted individual total score of a 68% or higher is required for admission. Register to take the ATI TEAS exam through VC's Testing Center [RegisterBlast System](#). A qualifying score is current for 2 years. Applicants that score above a 68% will receive additional points toward admission based on a scale. It is the applicant's responsibility to contact the ADN Program Administrative Assistant to ensure that current TEAS scores are in the applicant file. After 2 years, if the applicant has not been accepted into the program, the applicant must retake the exam again and meet the minimum adjusted individual total score. The applicant will be able to test three times in a twelve month period with the most recent score being considered. There is a study guide available for purchase on the ATI website. ATI TEAS taken anywhere other than VC, the applicant is responsible for having test results sent from the ATI website. Applicants can visit [VictoriaCollege.edu/ATITEAS](http://VictoriaCollege.edu/ATITEAS) or contact VC's Testing Center at (361) 572-6480 for information and test dates.
- 6. Viewpoint Account** (a secure web system for entering documentation): The following immunizations (or proof of serological immunity) required documentation must be uploaded and state completed by the application deadline. **To create an account and more details, see *Viewpoint Account Instructions* on page 4.**

**DO NOT COMPLETE THE FOLLOWING REQUIREMENTS UNTIL AFTER SELECTION.**

Qualified applicants who are **accepted** into the ADN program must complete and upload the following documents to **Viewpoint** prior to enrollment.

- VC Physical Examination** (form available for download on *Viewpoint*): This form must be completed by a healthcare provider (demonstrating that the applicant's health status allows full participation in all nursing program learning activities).
- CPR Healthcare Provider Certification:** Either the American Heart Association or American Red Cross Healthcare Provider or BLS card is accepted. Online certification will not be accepted.
- Ten panel drug screen test with negative results** (from an approved *Viewpoint* testing center).
- Tuberculosis (TB) screening results:** If completing skin test, the second skin test must be 1-3 weeks from the first skin test. In lieu of skin test, the Interferon-Gamma Release Assays (IGRAs) blood test can be accepted.
- Influenza vaccination record** (form available for download on *Viewpoint*) For the current season or a Declination of Influenza Vaccination Waiver.

## *Viewpoint* Account Instructions

*Viewpoint* is a secure document manager where you will upload multiple documents prior to the application deadline. To create an account, visit <https://www.ViewpointScreening.com/VictoriaCollege>.

There is a fee of \$25 to purchase this package. To create your account:

1. Click Start Your Order" > Nursing > Associate Degree of Nursing > Health Portal
2. Confirm your package
3. Complete applicant and payment information
4. Log into your account to start uploading your required documents.

**The following documents are required to be uploaded to *Viewpoint* PRIOR to application deadline:**

- Measles, Mumps and Rubella (MMR):** One of the following is required: 2 vaccines or antibody titer for all 3 components (lab report or physician verification required). If titer is negative or equivocal, applicant must receive 1 booster shot and provide a second titer.
- Hepatitis B Series:** One of the following is required: 3 vaccines (takes 6 months to complete series) or positive antibody titer (lab report or physician verification of results is required). If titer is negative or equivocal, applicant must receive 1 booster shot and provide a second titer. The fast track (TWINRIX) will NOT be accepted.
- Varicella (Chicken Pox):** One of the following is required: 2 vaccines or positive antibody titer (lab report or physician verification of results is required). If titer is negative or equivocal, applicant must receive 1 booster shot and provide a second titer. Documented history of the Varicella illness is not sufficient proof.
- Tetanus, Diphtheria and Pertussis (Tdap):** Documentation of a single Tdap dose as an adolescent or adult within the last 10 years. Renewal with a Tdap will be set for 10 years from administered dose date.
- Texas BON Criminal Background Check Results:** After completing the criminal background check process, applicant must submit their original blue card or letter received from the Texas BON to the ADN Program Office. It must also be uploaded or submitted on *Viewpoint* under the Texas BON Results. When uploading or submitting the blue card, the front and back of the card must be included. BON document cannot be more than one year old.
- Professional License:** (for ADN transition students only) You must provide a copy of your unencumbered Texas Vocational Nursing license. Renewal will be set based on the expiration on the license. License number must be visible.

**IMPORTANT:** Do **not** complete the background check process offered through *Viewpoint* – this is not the correct process. Please review steps 1, 2 and 3 on page 2 for the steps on how to complete the correct background check process.

**The documents listed above MUST be submitted and accepted by *Viewpoint* prior to the application deadline.**

Please note that it can take several days for *Viewpoint* to accept or reject the documents you uploaded or submitted.



## Associate Degree Nursing LVN-ADN Transition Student Curriculum

PREREQUISITES		
BIOL 2401	Human Anatomy & Physiology	4
*BIOL 2420	Microbiology	4
<sup>^</sup> PSYC 2301	General Psychology	3
<sup>^</sup> HPRS 2300	Pharmacology for Health Professions	3
SDEV 0301	<sup>1</sup> Learning Frameworks	0
		14 credit hours

<sup>1</sup>Required for all first-time-in-college students with 12 college hours or less. EDUC 1300 may be substituted for SDEV 0301.

SEMESTER I		
RNSG 1327	Transition from Vocational to Professional Nursing	3
RNSG 1261	Clinical–Transition-Nursing (RN Training)	2
<sup>^</sup> PSYC 2314	<b>Lifespan Growth &amp; Development</b>	3
<sup>*</sup> BIOL 2402	<sup>2</sup> Human Anatomy & Physiology	4
		12 credit hours

<sup>2</sup>Do to minimum availability of Biology 2402 during the summer and the busy summer schedule of nursing courses, it is recommended that this course be completed prior to Semester I.

Upon successful completion of RNSG 1327 and RNSG 1261, 12 hours equivalency credit for RNSG1523, RNSG 1260, RNSG 1219, and RNSG 2361 will be granted. 12 credit hours

SEMESTER II		
RNSG 2514	Integrated Care of the Client with Complex Health Needs	5
RNSG 2362	Clinical III–Registered Nursing/Registered Nurse	3
<b>ENGL 1301</b>	<b>Composition</b>	3
		11 credit hours

SEMESTER III		
<sup>**</sup> RNSG 2535	Integrated Client Care Management	5
<sup>**</sup> RNSG 2363	Clinical IV–Registered Nursing/Registered Nurse	3
<b><sup>**</sup>Creative Arts OR Language, Philosophy and Culture</b> (See VC Catalog for courses that satisfy this component.)		3
		11 credit hours

### Total Program Credit Hours 60

\*BIOL 2420, BIOL 2401 and BIOL 2402 can be no more than five years old. If BIOL 2401 and BIOL 2402 are over five years old, the applicant only will need to repeat BIOL 2402 by application deadline.

<sup>^</sup>HPRS 2300 can be no more than three years old prior to application deadline.

<sup>^</sup>Psychology courses (PSYC 2301 & PSYC 2314) completed more than seven years ago must be repeated.

<sup>\*\*</sup> Student must choose a course from the Victoria College Creative Arts OR Language, Philosophy and Culture core curriculum courses. (Contact Advising & Counseling Services for specific course considerations or see the VC course catalog).

<sup>\*\*</sup>Capstone courses

NOTE: A minimum grade of C is required in all nursing and general education courses. All support courses must be taken during the semester designated on the degree plan or before.

***The courses in bold and italics may be taken prior to entering the nursing program.*** To reduce stress on the student once accepted into the program, it is recommended that these courses be completed prior to acceptance. However, it is not mandatory. The applicant will also receive points toward their overall application score for each of these courses that are completed prior to the application deadline.

If the applicant completes BIOL 2401, BIOL 2402 & BIOL 2420 at Victoria College, they will also receive extra points per course towards their admission score.

If the applicant completes BSN pre-requisites as described on the next page, they will also receive extra points towards their admission score.

Due to the continual change in clinical facilities, some evening and/or weekend clinical learning experiences may be required in some semesters.

**BACHELOR OF SCIENCE IN NURSING PREREQUISITES**

In an effort to encourage the applicant to continue their education post-graduation with a seamless transition, those applicants that complete the following courses prior to the application deadline will receive extra points toward their admission score per course completed. Only grades of a "C" or better in the following courses will be counted toward the admission score.

**This is not a mandatory admission requirement.**

- Language Philosophy and Culture/ Creative Arts
- Chemistry 1406
- English 1302
- History 1301
- History 1302
- Government 2305
- Government 2306
- Math 1342
- Speech 1311, 1315, or 1318
- COSC 1301

**STATEMENT OF NONDISCRIMINATION**

Victoria College does not discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, pregnancy, age, disability, genetic information, marital status, amnesty, veteran's status, or limited English proficiency. It is our policy to comply, fully, with the nondiscrimination provision of all state and federal rules and regulations.