



Fall 2024 Class

Apply: April 1, 2024, 8 a.m. through May 9, 2024, 4:30 p.m.

Application packets for the Fall 2024 class are now accepted in person or submitted online.

**Please visit www.CF.edu/ADNApplication or Building 19, Room 111
to submit your application and supporting documents.**

Applications received outside the application window listed above will not be considered.

Welcome to the online information packet for the College of Central Florida Associate Degree in Nursing (ADN) program. This information is intended for those interested in becoming associate degree nurses through the CF program. We hope you find this information clear and helpful.

The [Ocala Campus](#) of College of Central Florida is located at 3001 S.W. College Road. The telephone number is 352-873-5800. CF maintains an open door admission policy (this means that individuals who have a high school diploma or GED certificate will be admitted to the college) and consistently strives to provide programs beneficial to all students. The college website at <https://www.CF.edu> includes information about the college, admission requirements, an application to the college, and information on [financial aid](#) opportunities.

Students should explore financial aid options and apply for financial aid well before beginning the program. For general college admission questions go to the Enrollment Services Center, Bryant Student Union, Room 102. The ADN program is a [limited-access](#) program. Students must submit a *separate* application for Nursing. See the next section.

The ADN program is 72 credit hours and leads to an Associate in Science Degree in Nursing[†]. The program is approved by the Florida Board of Nursing and is accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Road NE, Suite 1400, Atlanta, GA 30326, 404-975-5013. In order to graduate and be eligible to apply for licensure by the Florida Board of Nursing, including taking the National Council Licensure Examination (NCLEX-RN), students must attain a grade of C or better in all courses, non-nursing and nursing, that are a part of the program. In nursing courses (those with NUR prefix) a C grade is 75 percent. When referring to a GPA of 2.50 for nursing, this GPA only includes general education courses specific to the nursing program and the courses with NUR prefix.*

To learn about the role of the registered nurse go to <https://www.bls.gov/ooh/healthcare/registered-nurses.htm>.

[†]*This is an associate degree program that is designed to articulate with State of Florida College or University System Bachelor's Degree in Nursing programs.*

ADN APPLICANT CHECKLIST

It is the applicant's responsibility to be sure admission requirements are met according to this online information packet. No notices will be sent.

When ready to submit an ADN program application, be sure to have completed or attached the following (please reference the page numbers listed for more details):

- Completed admission or readmission to the College of Central Florida – page 7
- Attended the mandatory ADN program information session – page 7
- Completed the required general education courses – page 5
- Completed the required academic advising meeting – page 8
- Met the age limitation on select courses – page 8
- Completed the separate ADN application – [https://pr.cf.edu/files/AA-HS-ADN3 Associate Degree Nursing Program Application.pdf](https://pr.cf.edu/files/AA-HS-ADN3%20Associate%20Degree%20Nursing%20Program%20Application.pdf)
- Completed the TEAS testing requirement – page 8
- Attached to application all documentation for awarding of points – page 9
- Attached a letter from your previous nursing school – page 4
- Made copies of your application and attachments for your records.

Please complete the application requirements before the application window opens.

Reminders:

- Your application will be processed only when all the above requirements are met.
- Submit only those materials requested. Other data are not considered and will be returned.

To be completed after you have received a letter of conditional acceptance.

- Return the form indicating if you accept or decline your seat in the program to the Nursing Office by the date specified in your acceptance letter.
- Initiated the Criminal Background check by the date specified.
- Attended the face-to-face Orientation Meeting.
- Submit completed physical examination form, immunization record, and personal history form by the deadline requested.
- Complete a 10-panel drug screen.
- Submit a copy of a current CPR card by the deadline indicated.

Information and procedures contained here are subject to change without notice. Be sure to review this information packet periodically to keep abreast of any potential revisions. Attendance at an information session is required within six months of the first day of the application window.

The content of this document is informational only and not intended to be contractual in nature.

IF YOU NEED ADDITIONAL ASSISTANCE/INFORMATION AFTER REVIEWING THIS INFORMATION PACKET, PLEASE CONTACT THE HEALTH SCIENCES OFFICE:

- **Nursing: 352-854-2322, ext. 1549**
- **Health Sciences Recruiter: 352-854-2322, ext. 1655**

GENERAL ADN PROGRAM INFORMATION

ADN PROGRAM OPTIONS

Nursing education has three components:

1. Theory instruction, in-class or online. Academic credit is one 50-minute hour per week per credit.
2. Skills laboratory (lab) where students learn psychomotor hands-on skills and the decision-making surrounding these skills.
3. Clinical experience in extended care, acute care, and community agencies where students learn the holistic practice of nursing.

Academic credits for lab and clinical are three hours per week per one credit.

Nursing courses require more in-class hours-per-week than most academic courses due to the 3:1 clock hour to credit ratio for lab and clinical. Generally in nursing classes, clinicals, and skill labs are offered over three to four days a week, with periodic testing on another day. Schedules vary each semester. Visit <https://www.cf.edu/explore/programs/health/nursing/nursing-calendars> to view the calendars.

The ADN program qualifies for financial aid. An individual student's award is based on credits per semester. We recommend that students look at the credit allocations for nursing *by semester* for full-time nursing (with and without the corequisite general education courses) and for the part-time option and consider the related financial aid allocations.

To meet the needs of our students, CF offers a number of options for completing the ADN program:

Fall Admissions

Full-time Ocala Campus – Students may be admitted to the full-time option in August (fall semester). The nursing courses are offered over four semesters (21 months). There are no full-time NUR- courses during summer semester. The nursing courses during each of the four semesters total 9-12 credit hours. Students may also take an additional corequisite general education course (see next section Corequisite Courses for Full-time Program Option). Students should plan for about 20 hours Monday through Friday in class, lab, clinical, and taking tests. Students should allow at least 20 hours a week for studying and clinical preparation. This is close to 40 hours a week for the nursing program. To be successful in the full-time option **we recommend that students are not employed while in the program.**

Full-time Citrus Campus – Students are admitted to the full-time option on the Citrus Campus in August (fall semester) each year. This option is primarily for applicants who reside in Citrus County. Some clinical experiences occur in Ocala in Marion County. The courses, days and times are the same as noted in the full-time Ocala Campus option. To be successful in the full-time program **we recommend that students are not employed while in the program.**

Spring Admissions

Part-time Ocala Campus – Students may be admitted to the part-time option in January (spring semester). The option was designed to assist students by offering a lighter class load so students have some time to meet family and financial responsibilities. The option is limited to 4-9 credit hours. Hours per week of class, lab, and clinical average from 11-15; actual hours per week vary. Students should allow 15-18 hours per week for studying and clinical preparation. The option consists of six consecutive semesters, over a period of two years. Students will also attend classes during two summer terms. While the academic load is lighter, the program is still intense. To successfully complete the program it is recommended that **employment be limited to no more than 15 hours per week after the January semester.** To enhance successful completion of the first semester of clinical courses (January) we recommend that students are not employed.

Full-time/Accelerated Ocala Campus – Students may be admitted to the full-time or accelerated option in January (spring semester). The nursing courses are offered over four semesters. The accelerated option goes through the summer semester while the regular full-time program does not. Students will have an opportunity to be placed in the accelerated pathway based on their evaluation in academic and clinical performance during the first semester. The nursing courses during each of the four semesters total 9-12 credit hours. Student may also take an additional corequisite general education course (see next section Corequisite Courses for Full-time Program Option). Students should plan for about 20 hours Monday through Friday in class, lab, clinical, and taking tests. Students should allow at least 20 hours each week for studying and clinical preparation. This is 40 hours per week for the nursing program. To be successful in the full-time option **we recommend that students are not employed while in the program.**

Class and clinical hours may be between 7 a.m. and 10 p.m. Monday through Friday, and clinical hours may occur on Saturday.

See **ADN Curriculum** on the next page for more details about the program options.

HYBRID NURSING COURSES

- Nursing courses (NUR) are hybrid (part online, part classroom).
- Students are expected to enter the nursing program with sound computer knowledge and skills, including understanding the operating system Microsoft Windows, word processing, PowerPoint, use of a spreadsheet, internet browsers, literature search, sending and receiving email with attachments.
- We advise students to have knowledge of Canvas perhaps take a CF online course using this distance learning platform.
- Computers are available on all campuses for students who do not own a computer.

Transfer Students

Students who wish to transfer nursing courses to CF and enter the ADN program beyond the first semester of nursing should see the guidelines for transferring students by visiting https://pr.cf.edu/files/AA-HS-ADN2_Nursing_Transfer_Student_Procedures.pdf.

Previous Nursing Students

Students who have previously attended a nursing program elsewhere are welcome to apply to the College of Central Florida's Associate Degree Nursing program. Along with official transcripts from the school where nursing courses were completed (CF admissions requirement), students will also need to provide a letter from the Dean or Director of Nursing. The letter must state that the student left in good standing (or is currently in good standing) and is eligible to return or reapply if the student chooses to do so. This letter must be submitted with the program application.

THE ADN CURRICULUM

Prerequisite General Education Courses Required for Full-time/Accelerated Program Option

Students must have completed or be currently enrolled in a minimum of 15 credit hours of the general education courses shown below at the time of application. All prerequisite courses must be successfully completed and a minimum 2.50 GPA maintained in order to enter the program.

BSC 2085	Human Anatomy & Physiology I	3 credit hours
BSC 2085L	Human Anatomy & Physiology I Lab	1 credit hour
BSC 2086	Human Anatomy & Physiology II	3 credit hours
BSC 2086L	Human Anatomy & Physiology II Lab	1 credit hour
MCB 2010	Introduction to Microbiology	3 credit hours
MCB 2010L	Introduction to Microbiology Lab	1 credit hour
MAC 1105 <u>or</u>	College Algebra <u>or</u>	3 credit hours
STA 2023	Statistics	3 credit hours
ENC 1101	Freshman Composition I	3 credit hours
PSY 2012	General Psychology	3 credit hours
HUN 1201	Human Nutrition	3 credit hours

Please see CF College Catalog for specific course information.

Students must also meet the CF requirement for computer competency. This competency is met by completing the last semester of Nursing.

COREQUISITE COURSES FOR FULL-TIME/ACCELERATED PROGRAM OPTION

Academic corequisite courses may be taken prior to admission to the nursing program. Students are urged to complete academic corequisites prior to program admission because of the intense nature of the nursing curriculum. However, some financial aid awards may be limited to students taking 12 credit hours per semester. Students should check with the Financial Aid Office to determine what choice may be in an individual student's best interest.

DEP 2004 Human Growth and Development

(If not taken prior to admission, must be taken before or with Clinical Concepts II.)

3 credit hours

AMH 2020 US History Since 1877 or POS 2041 American National Government

(Civics Literacy Exam is required with course.)

(If not taken prior to admission, must be taken before or with Clinical Concepts III.)

3 credit hours

HUM 1020 Introduction to Humanities or

3 credit hours

ARH 1000 Art Appreciation or

LIT 1000 Introduction to Literature or

MUL 1010 Music Appreciation or

PHI 2010 Introduction to Philosophy or

THE 1000 Introduction to the Theatre

(If not taken prior to admission must be taken before or with Clinical Concepts IV.)

If a student needs a general education class, it is the **student's responsibility to register for the class**. Students should register for an evening, hybrid or online class so the class will not conflict with nursing classes. If student cannot get into the class needed, he/she will be unable to begin nursing or continue ADN classes.

A student taking a corequisite course during the program must receive a grade of C or higher to advance sequentially in the program.

General Education Requirement for Part-time Option - Students entering the part-time option must complete all general education courses prior to beginning the nursing program.

COMPARISON OF FULL-TIME AND PART-TIME TRACKS

FULL-TIME/ACCELERATED TRACK	PART-TIME TRACK
General Education prerequisites to be completed prior to beginning the first semester of the nursing program. Fall (full-time only) or Spring (full-time and accelerated) Start	General Education prerequisites to be completed prior to beginning the first semester of the nursing program. Spring Start
First Semester NUR 1021C Foundations in Nursing 5 credits (3T, 2 Lab) NUR 1052C Clinical Concepts I 4 credits (1 T, 3 L/C) NUR 1142 Introduction to Pharmacology 3 credits	First Semester NUR 1021C Foundations in Nursing 5 credits (3T, 2 L) NUR 1142 Introduction to Pharmacology 3 credits
Total Credits: 12	Total Credits: 8
Second Semester NUR 1241C Clinical Concepts II 7 credits (4T, 3 L/C) NUR 1520C Behavioral Concepts+ 2 Credits (1T, 1 L/C) DEP 2004 Growth and Development 3 credits*	Second Semester NUR 1052C Clinical Concepts I 4 credits (1 T, 3 L/C)
Total Credits: 12**	Total Credits: 4
Third Semester NUR 2243C Clinical Concepts III 4 Credits (2 T, 2 L/C) NUR 2440C Developmental Concepts+ 3 Credits (2T, 1 L/C) NUR 2010 Professional Issues in Nursing 2 credits (2T) AMH 2020 American History Since 1877 or POS 2041 American National Government 3 Credits*	Third Semester NUR 1241C Clinical Concepts II 7 credits (4T, 3 L/C)
Total Credits: 12**	Total Credits: 7
Fourth Semester NUR 2244C Clinical Concepts 4 7 Credits (4 T, 3 L/C) NUR 2811C Capstone Clinical 2 Credits (2 L/C) HUM 1020 Introduction to Humanities 3 Credits*	Fourth Semester NUR 2243C Clinical Concepts III 4 Credits (2 T, 2 L/C) NUR 1520C Behavioral Concepts+ 2 Credits (1T, 1 L/C)
Total Credits: 12**	Total Credits: 6
	Fifth Semester NUR 2010 Professional Issues in Nursing 2 credits (2T) NUR 2440C Developmental Concepts+ 3 Credits (2T, 1L/C)
	Total Credits: 5
	Sixth Semester NUR 2244C Clinical Concepts 4 7 Credits (4 T, 3 L/C) NUR 2811C Capstone Clinical 2 Credits (2 L/C)
	Total Credits: 9

* Corequisite general education courses may be taken prior to beginning the nursing program.

** Credits including general education course

+ These courses may be taken in a different semester.

T = Theory, L=Lab, C=Clinical

NUR courses must be taken in order and within the time frame presented here.

Minimum Criteria for ADN Application

CF has an open door policy; however, the nursing program is limited access. This means you must apply separately to the ADN program. The college and ADN program applications are different.

1. College Application

All applicants to the ADN program must submit the College of Central Florida application and be accepted to CF as a student in good standing. www.cf.edu/apply

- Designate **1491 (Associate in Arts) as the program code with 1199 (Nursing-Health Sciences) as the intended pathway** (applicants with an A.A. or higher degree use 9240, College Graduate to A.S. Limited Access Health Sciences).
- CF students who have not been enrolled for more than one year must resubmit a college application before enrollment in any courses can be done. There is no fee to reapply to CF. Acceptance to the college does not guarantee acceptance to the nursing program.

IT IS RECOMMENDED THAT A STUDENT COMPLETE THE CF ADMISSION PROCESS SIX WEEKS BEFORE THE APPLICATION WINDOW OPENS IF TRANSFERRING IN FOR NURSING ADMISSION.

After applying to CF, the following steps are required for admission to the ADN program.

2. Attend Mandatory Information Session

All ADN program applicants **MUST** attend a mandatory information session via <https://www.cf.edu/explore/programs/health/info-sessions> prior to submitting a program application. Ideally, plan to attend the information session before beginning academic prerequisite courses for the nursing program. **Be sure to review this information packet periodically to keep abreast of any potential revisions.** Attendance at an information session is required within six months of the first day of the application window.

3. Academic Requirements for ADN Application Submission

Applicants must have a minimum 2.50 GPA for nursing general education courses and an all-college GPA of 2.0 or higher. The nursing office will verify the GPA for nursing. Calculate the GPA for nursing required courses only.

4. Prerequisite and Corequisite Course Requirements

- (a) All *full-time* program applicants, at the time of application deadline, must have successfully completed at least 15 of the 24 nursing prerequisite credits. By the first week of the next semester (summer semester if applying for August, and fall semester if applying for January) applicants must be enrolled in the remaining nine credit hours of nursing prerequisite courses.*

Nursing program corequisite courses not completed at the time of entry into the program may be taken as shown on page 5. Pre- or corequisite courses may be completed at any CF Ocala, Citrus, or Levy Campus, if offered. Applicants currently enrolled in a pre- or corequisite course at an institution other than CF must submit a copy of the course schedule/fee bill (attached to the ADN application.) Applicants are responsible for requesting that up-to-date transcripts be sent to CF when the course is completed.

**** Note: A grade of less than a C received in any prerequisite or corequisite course must be corrected with a C or higher and posted on the student's transcript before the student is qualified to apply or reapply to the program. Grades less than a C include D, F or W.***

(b) Criteria for General Education Courses: The three sciences (Human Anatomy and Physiology I, Human Anatomy and Physiology II, and Microbiology), must be fewer than seven years old at the time of starting the first semester of nursing.* For science courses older than seven years applicants may choose to:

- Retake the course(s); or
- Pass an appropriate exam administered by the Science Department. If the applicant chooses to take an exam, he or she must make the arrangements in the Science Department. Exam is \$100 per course.

For both of these options, the applicant must see a Health Sciences advisor.

**All other general education courses required for the program have no time limitation.*

5. Testing

College Placement Testing

Visit <https://www.cf.edu/go/assistance/testing/placement-tests/> for information on college placement testing.

Nursing Admissions Test

ADN program applicants are required to take the Test of Essential Academic Skills (TEAS). The exam must be current through the last day of the application period for which the student is submitting a nursing application packet. Minimum TEAS score of 60% is required to be eligible to apply to the program.

TEAS can only be taken twice in one calendar year (Jan. 1 through Dec. 31), and the exams are valid for one year from the date the test was taken. The exam must be current through the last day of the application period for which the student is submitting a nursing application packet. If an applicant takes the exam more than two times in the calendar year, the second attempt is used for admission purposes.

Students taking the TEAS must register at www.atitesting.com/login. If you do not have an ATI account, you will need to create one. You have several options on how to register and take your ATI TEAS exam.

- TEAS – at your institution (Citrus, Levy Ocala campuses). This can either be on campus (in person) or online (at home) with a remote proctor overseeing your exam.
- TEAS at ATI – an online (at home) remote proctored exam. ATI will remote proctor your exam using ATI proctors.
- TEAS at PSI in person, at a PSI Testing Center. PSI has testing centers across the United States that administer the TEAS exam. For a complete list of testing centers, visit the PSI.com webpage.
- **Cost:** If taken at CF, the test will be \$112; if taken remotely with ATI, the test will be \$120.
- One free transcript is included with your exam registration and can be obtained 24 hours after the exam on your ATI portal.
- ATI will forward your scheduled date and time to the institution of your choice.

6. Academic Advisement

- Students must be fully admitted to CF with all college transcripts on file in the Office of Admissions and Records before making an appointment with the advisor.
- ⊖ **Applicants must meet with a Health Sciences academic advisor prior to submitting program application. This step is required to submit your program application packet. The pre-application advising appointments are available beginning March 18. Please note that in August academic advising is done on a walk-in basis in preparation for the fall semester.** At the time of the pre-application meeting with the advisor, the student will be given a copy of the ADN Advising Checklist signed by the advisor and a copy of the degree audit. A copy of each is **TO BE SUBMITTED WITH THE APPLICATION**. This record assures the student's academic readiness to apply.
- To schedule an appointment,

- Ocala - <https://calendly.com/gonzalge>
 - Additional pre-application appointments (during high-volume times only):
<https://calendly.com/roskovil>
- Citrus - <https://calendly.com/kariush>

Students must be 18 years of age from the first day of the first semester of the nursing program.

Individuals with a criminal history may not be eligible for admission to health sciences programs.

Application packets for the Fall 2024 class are now accepted in person or submitted online.

Please visit www.CF.edu/ADNApplication or Building 19, Room 111

to submit your application and supporting documents.

Applications received outside the application window listed above will not be considered.

CRITERIA FOR POINTS TOWARD ADN PROGRAM ADMISSION

<p>1. Science grades See table below for points for theory grades only in required sciences on first attempt. If the course is retaken due to the seven-year criteria, the new grade is taken into consideration.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th rowspan="2" style="text-align: left;">Course</th> <th colspan="2" style="text-align: center;">Grade</th> </tr> <tr> <th style="text-align: center;">A</th> <th style="text-align: center;">B</th> </tr> </thead> <tbody> <tr> <td>Anatomy and Physiology I theory</td> <td style="text-align: center;">6</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Anatomy and Physiology II theory</td> <td style="text-align: center;">6</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Microbiology theory</td> <td style="text-align: center;">6</td> <td style="text-align: center;">4</td> </tr> <tr> <td>Total</td> <td></td> <td></td> </tr> <tr> <td>Grand Total</td> <td></td> <td></td> </tr> </tbody> </table> <p>Note: Plus or minus with grade is dropped.</p>	Course	Grade		A	B	Anatomy and Physiology I theory	6	4	Anatomy and Physiology II theory	6	4	Microbiology theory	6	4	Total			Grand Total			<p>ADN staff will validate your grades</p>										
Course		Grade																													
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Grand Total																															
<p>2. GPA for ADN Prerequisite/Corequisite Courses (33 credits). In the ADN curriculum there are 10 general education courses and three labs for a total of 33 credits. Students are awarded points for the number of CREDITS COMPLETED and the grade point average for those credits.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">GPA ↓</th> <th style="text-align: center;">Completed Prerequisite credit →</th> <th style="text-align: center;">Up to 15 credits</th> <th style="text-align: center;">15 - 20 credits</th> <th style="text-align: center;">21 – 26 credits</th> <th style="text-align: center;">27 – 33 credits</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">2.50 – 2.99</td> <td></td> <td style="text-align: center;">6</td> <td style="text-align: center;">12</td> <td style="text-align: center;">18</td> <td style="text-align: center;">24</td> </tr> <tr> <td style="text-align: center;">3.00 – 3.49</td> <td></td> <td style="text-align: center;">12</td> <td style="text-align: center;">18</td> <td style="text-align: center;">24</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">3.50 – 3.99</td> <td></td> <td style="text-align: center;">18</td> <td style="text-align: center;">24</td> <td style="text-align: center;">30</td> <td style="text-align: center;">36</td> </tr> <tr> <td style="text-align: center;">4.00 and higher</td> <td></td> <td style="text-align: center;">24</td> <td style="text-align: center;">30</td> <td style="text-align: center;">36</td> <td style="text-align: center;">42</td> </tr> </tbody> </table>	GPA ↓	Completed Prerequisite credit →	Up to 15 credits	15 - 20 credits	21 – 26 credits	27 – 33 credits	2.50 – 2.99		6	12	18	24	3.00 – 3.49		12	18	24	30	3.50 – 3.99		18	24	30	36	4.00 and higher		24	30	36	42	<p>ADN staff will validate your grade point average and ADN related credit</p>
GPA ↓	Completed Prerequisite credit →	Up to 15 credits	15 - 20 credits	21 – 26 credits	27 – 33 credits																										
2.50 – 2.99		6	12	18	24																										
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4.00 and higher		24	30	36	42																										
<p>3. Completed or be currently enrolled in all ADN prerequisite courses in three semesters (after high school graduation if a Dual Enrollment student) - 5 points</p>	<p>ADN staff will validate time for completion</p>																														
<p>4. TEAS composite score (Minimum 60% required for application) i. 78th percentile or higher - 5 points</p>	<p>Verify that scores have officially been submitted to the CF Testing Center</p>																														
<p>5. Earned master's/bachelor's degree, or associate degree from a health care program, or be licensed in a health care discipline. Points from <u>ONE</u> of the following categories:</p> <ul style="list-style-type: none"> • Bachelor's or Master's degree in any discipline - 10 points OR • Associate degree in health care discipline - 8 points OR • Licensed or state certified in a health care discipline with 6 months related job experience - 6 points 	<p>Attach copy of degree, certificate, license, and/or letter from employer</p>																														
<p>6. Is a legal resident of Marion, Citrus, Levy Counties - 6 points</p>	<p>Attach copy of driver's license or voters card</p>																														
<p>7. Military experience with honorable discharge – 6 points</p>	<p>Attach copy of DD214</p>																														
<p>8. Within the last two years, applied and was qualified, but space not available for admission to CF ADN program – 5 points</p>	<p>Attach letter you received from CF ADN program stating "space not available"</p>																														

APPLICATION PACKET

- Required
 - Nursing Application
 - Degree Audit with Advisor Checklist
 - Copy of TEAS scores (official copy must still be submitted to the Testing Center if taken elsewhere)
 - Driver's License (regardless of county of residence)
- Optional for Additional Points
 - Degree (Master's, Bachelor's or A.S.)
 - Healthcare certificate/license plus employer letter
 - DD214
 - CF Nursing Letter (qualified but not admitted)

APPLICATION SUBMISSION PERIODS

Applications for the ADN program will be accepted during the following periods for admission into the **Fall 2024 class: April 1, 2024, 8 a.m. through May 9, 2024, 4:30 p.m.**

Application packets for the Spring 2024 class are now accepted in person or submitted online.

Please visit www.CF.edu/ADNapplication or Building 19, Room 111 to submit your application and supporting documents. Applications received outside the application window listed above will not be considered.

SELECTION OF CANDIDATES

The selection process will be completed by an admission committee. Each application will be reviewed to ensure that the applicant meets minimum admission criteria and again to calculate points for admission. Applicants who meet minimum criteria will have points calculated and be placed in order by points (highest to lowest). Applicants with the most points will be selected for the class until the class is full. If there is a "tie" for the last place(s) in the class (two or more students with the same number of points) the applicant(s) will be selected based on the highest GPA for nursing. If applicants have the same GPA, the student with the higher TEAS score will be chosen. The top 10 applicants (by highest points) not selected for the class will remain on an "alternate" list. If any selected candidates withdraw from the original class the next applicant on the alternate list will be offered the seat. Applicants/alternates not admitted will need to reapply during the next application period to be considered for future admission.

NOTIFICATION OF APPLICANTS

Applicants will be notified by postal mail of acceptance status within four to six weeks of the close of applications. Notify the Health Science Office, Building 19, Room 111, of any change of address.

ACTIVITIES UPON ACCEPTANCE INTO THE ADN PROGRAM

The following required steps must be taken by students who receive a letter of matriculation into the nursing program.

1. Return the Acceptance Form

Return the form indicating acceptance or refusal of admission to the program to the Nursing Office **by the date specified** in the acceptance letter.

2. Complete a Criminal Background Check and Student History Background Check

CF Health Sciences Division must initiate background checks on its students. This check should be conducted after receiving a conditional acceptance letter. Instructions for initiating the check will be included in the applicant's acceptance letter. Any person wishing to apply to the ADN program that has been arrested or convicted of any offense other than a minor traffic violation should refer to the Florida Statutes, Chapter 456 and Chapter 464 regarding licensure as a registered nurse. **Individuals with a criminal history may not be eligible for admission to Health Sciences programs.** If a criminal history is shown, the student will receive written communication and will be given the opportunity to appeal the issues in the background check. The appeal will go before a committee that will determine eligibility for acceptance to the program. However, even if the appeal is granted, there is no guarantee that the clinical agencies will approve a student for clinical experience or that the Florida Board of Nursing will approve a student for licensure as an RN.

3. Attend a Nursing Orientation Meeting

The admitted applicant will receive information regarding date, time, and location of the required meeting.

4. Submit Physical Examination Form, Immunization Records Form, Personal History and Complete a Drug Screening

Students must be physically and emotionally healthy to administer safe nursing care.

- Physical examination forms are valid for one year from the date of the health care provider's signature. Physical examination forms may be completed by an advanced registered nurse practitioner, physician's assistant or licensed physician (MD or DO). The physical examination form may not be signed by a chiropractic physician.
- Students enrolled in the first semester of the nursing program must submit all the forms by the designated time indicated in their letter or at the new student orientation (this includes immunizations and TB testing).
- Students enrolled in all other nursing courses must submit a new, completed physical examination form and a new immunizations and TB testing) prior to expiration of the current form on file.
- A completed physical examination form and negative TB immunization (within one year of clinicals) or clear chest X-ray is required for attendance in all agency clinical sessions. Other immunizations or declination form must be on file. Students are responsible for submitting their forms annually so that they do not miss clinical sessions. Any missed clinical session is considered a clinical absence.
- Ten-panel drug screening is required of all nursing students. Details will be available after acceptance.

REQUIREMENTS FOR HEALTH SCIENCES STUDENTS

Health Sciences program applicants should possess sufficient physical, intellectual, emotional and interpersonal skills to provide for safe and effective patient care. Examples of performance requirements are listed below.

Physical Abilities

Applicants must have sufficient, gross and fine motor skills to:

- Move from room to room and walk in hallways
- Maneuver in small spaces
- Lift patients as needed (a minimum of 125 lbs. for EMS programs and a minimum of 50 lbs. for all other health sciences programs)
- Grip, reach above shoulder level, bend at the knee, squat, stoop and crawl
- Sit or stand for prolonged periods of time
- Perform CPR
- Perform safe and effective care
- Provide healthcare intervention
- Manipulate small objects dexterously

Applicants must have sufficient tactile, auditory and visual abilities to:

- Perform physical assessment necessary in healthcare
- Auscultate blood pressure, heart, lung and bowel sounds
- Hear alarms and call bells on units
- Converse with patients/staff on phone and in person

Intellectual Abilities

- Critical thinking sufficient for clinical judgment
- Prioritize and make rapid decisions under pressure

Emotional Abilities

- Cope with a high level of stress
- Cope with anger, fear, hostility or confrontation in a calm manner
- Concentrate
- Be flexible, self-motivated and self-directed
- Demonstrate a high degree of patience
- Work with families/individuals stressed by the condition of patient
- Work with other healthcare providers in stressful situations in a professional manner

Interpersonal abilities

- Communicate clearly and correctly in writing and verbally in English
- Abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural and intellectual backgrounds

5. Submit a Basic Life Support (Cardiopulmonary Resuscitation [CPR]) Certification

Students must have a current Basic Life Support for Health Care Providers Certification. The program accepts only the American Heart Association Basic Life Support for the Health Care Provider card. The CPR course is available through CF by calling 352-291-4411 (estimated cost: \$55), or through community programs. Certification must remain current throughout the program. Provide the Nursing Office with a copy of the certificate by the date specified in the acceptance letter. Certification must remain current throughout the program.

Note: Liability Insurance

All nursing students are required to carry professional liability insurance. The insurance carrier is retained by the college. A payment will be included in a student's tuition and fees. This insurance is ONLY in effect for persons while in class or clinical as part of a CF Health Sciences program and does NOT cover any outside employment activities.

ESTIMATED COSTS OF THE ADN PROGRAM

Approximate costs including required/optional materials, books, and equipment.

TUITION (72 credit hours)

Florida Resident: \$112.92 per credit hours

Non-resident: \$438.20 per credit hour

TUITION TOTAL

\$8,130.24 or

\$31,550.40

EXPENSES BEFORE PROGRAM START (may not covered by financial aid)

College Application Fee	30.00
Criminal Background Check	55.00
Student Background Check	40.00
Substance Screening	29.00
TEAS	112.00
Uniforms	150.00
Patch and Rocker Set – 3 (for uniforms and lab coat) at \$8 per set	24.00
Physical Examination	50.00
Immunizations (if needed – can vary)	400.00
CPR Card	55.00
Miscellaneous Supplies, Equipment	100.00
Required Equipment	155.00
Clinical Compliance Database	38.00

FIRST SEMESTER EXPENSES

Lab Fee (includes: Skills Lab Kit, Liability/Accident Insurance, Simulation Center costs)	379.91
Nursing Texts	1,145.91
NSNA Membership (2 years membership) recommended	70.00

SECOND SEMESTER EXPENSES

Nursing Texts	674.17
Miscellaneous Supplies	30.00
Lab Fee (includes: Skills Lab Kit and Simulation Center costs)	388.00

THIRD SEMESTER EXPENSES

Nursing Texts	151.48
Lab Fee (includes: Skills Lab Kit, Liability/Accident Insurance, Simulation Center costs)	306.91
Physical Examination	50.00
Miscellaneous Supplies/Expenses	30.00

FOURTH SEMESTER EXPENSES

Graduation Photo	30.00
Nursing Pin	120.00
Licensing and NCLEX-RN Application	400.00
Miscellaneous Supplies/Expenses	30.00
Lab Fee (HESI-RN Exit Exam, Simulation Center costs, NCLEX-RN Review)	615.00

Part-time option is six semesters; part-time lab fees not shown here. Refer to Financial section of CF Catalog.

EXPENSES TOTAL

\$5,977.32

RESIDENT GRAND TOTAL

Tuition:	\$ 8,130.24
Expenses:	5,659.38
	<u>\$13,789.62</u>

NON-RESIDENT GRAND TOTAL

Tuition:	\$ 31,550.40
Expenses:	5,659.38
	<u>\$ 37,209.78</u>

QUICK REFERENCE

Ocala Campus

3001 S.W. College Road

Ocala, FL 34474-4415

Operator: 352-873-5800 or automated: 352-854-2322 (enter the extension)

Health Sciences Division Academic Advisors

Bryant Student Union (Building 5), ext. 1489

Health Sciences Division Recruiter/Outreach Specialist

Peggy Recanzone, Bldg. 37 Room 101C, ext. 1655

Other Important Numbers

CF Admissions and Records Office, Bryant Student Union, ext. 5801

CF Financial Aid Office, Bryant Student Union, ext. 5801

CF Testing Center, Bryant Student Union, ext. 1564

CF Bookstore, Building 36, 352-861-4412

CF offers a variety of support services for registered students. Most of these are listed on the CF website www.CF.edu and in the catalog. If you need assistance and do not know what services are available, contact a Health Sciences advisor.

Services include, but are not limited to:

- Child Care
- Learning Resources
- Writing Center
- E-Learning
- Access Services
- Career Center
- Food Services
- Student Activities
- Student Assistance Program (counseling)
- Early Alert (academic assistance)
- Financial Aid
- Dreamkeepers

Application packets for the Fall 2024 class are now accepted in person or submitted online.

Please visit www.CF.edu/ADNapplication or Building 19, Room 111

to submit your application and supporting documents.

Applications received outside the application window listed above will not be considered.