



Pratt Cowley Cooperative LPN/RN Program Information and Forms

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**COWLEY
COLLEGE**

SUBJECT: Pratt/Cowley RN/LPN Nursing Program Information

Thank you for your interest in educational opportunities offered at Cowley College in the rewarding field of nursing.

To better meet the healthcare needs of our community and students, Cowley College and Pratt Community College have established a partnership to offer Pratt's LPN and RN programs at Cowley's Allied Health Center in Winfield. Cowley College can provide all of the prerequisites that are required for a nursing degree, while Pratt Community College will provide the technical nursing classes.

Enclosed in this packet you will find all of the information you need to get started, including requirements for both Cowley and Pratt, contact information, prerequisites needed to enter the program, and a step-by-step guide. You can also find applications for admission, financial aid, and scholarships online at www.cowley.edu, or browse Pratt's web pages for additional information at www.prattcc.edu.

Pratt Community College gives priority consideration to applications to their nursing program received before February 1. Acceptance decisions continue to be made until all slots are filled. Apply early! It's OK to apply while you are currently taking or are enrolled in prerequisites for the program. You can be accepted pending successful completion of these classes.

Pre-requisites must be completed prior to entrance into the nursing program.

If you have further questions, please contact someone listed on the enclosed "Who to Contact" page. Call 620.221.2763 to schedule the TEAS if you wish to test in Winfield.

Again, thank you for choosing Cowley College as the place to begin your nursing career!

Sincerely,

Stefani Jones, Coordinator
Allied Health Support Services
Allied Health Education
Email: jones@cowley.edu

Visit us at <http://www.cowley.edu/departments/allied/programs/prattcowley.html>

Cowley College, Allied Health Center 1406 E 8th Winfield KS 67156-3102
phone: 620-221-3392 fax 620-229-5989

LPN and RN Program Guide Cowley-Pratt Cooperative

To enroll in your pre-requisites at Cowley College,

(Skip to step 4 if you have already completed all pre-requisites.)

1. Apply for admission to Cowley College at www.cowley.edu/admissions/apps.html
2. Take Cowley College assessment test.
3. See Cowley Admissions or Janet Bogle, Nursing Advisor, to enroll in prerequisite courses: *(Must maintain a "C" in all required courses)*

Pre-Requisites are the same for either LPN or RN:

- COM2725 Interpersonal Communications or COM2711 Public Speaking
- ENG2211 English Composition I
- PSY6711 General Psychology
- PSY6712 Developmental Psychology
- BIO4160 Microbiology, taken within the last 5 years. [Cowley requires Principles of Biology, Biology Review, or successful completion of a life science lab class. General Chemistry is not a prerequisite or required course, but is highly recommended].
- BIO4150 Anatomy and Physiology, taken within the last 5 years. [Cowley requires Principles of Biology, Biology Review, or successful completion of a life science lab class within the past five years].
- BIO4151 Anatomy and Physiology Enhancement. [Prerequisite: Anatomy & Physiology]
- NCH6210 American Heart Association Healthcare Provider CPR (offered summer semester at Winfield Center) Alternate certification: American Red Cross CPR for the Professional Rescuer

Application Requirement: CNA Certification (ALH5209 Certified Nursing Assistant - this may be taken as a 5 credit hour course from Cowley; must pass state exam).

4. The Test of Essential Academic Skills (TEAS) may be taken before prerequisites are completed. (There is a \$35 testing fee; call 620.221.2763 to schedule a testing date in Winfield).
5. ★ Apply to Pratt Nursing Program by February 1 of year prior to entering program.
6. Provide Pratt ADMISSION REQUIREMENTS:

____ PCC Application for Admission **AND** PCC Nursing Program Application found at <http://www.prattcc.edu/1754-admission-requirements>

____ Official high school transcript

____ All official college transcripts

____ Certification or License

CNA: Submit copy of certification card issued within 2 years, or work record form if you have worked as a CNA within 2 years.

LPNs seeking to complete their RN (ADN): Submit copy of license and LPN work record.

★ May be admitted "pending successful completion of..." no more than 16 credit hours fall/spring semester or no more than 10 credit hours in the summer. PCC does accept CLEP testing out of course (not given at PCC) or credit by local examination given by PCC course instructor.

Student Name _____ Student ID _____ Date _____

**PLANNING SHEET and APPROXIMATE COST FOR PRE-REQUISITES
Cowley/Pratt Cooperative RN and LPN Nursing Programs**

Cowley College Fall 2010 tuition and fees per credit hour are as follows:

Resident of Cowley County	\$72.00
Resident of Kansas	\$82.00
Resident of Oklahoma	\$87.00
Resident of other state	\$129.00

Online courses are assessed a \$55 distance learning fee per course.

The CNA course is assessed an \$83 added fee for KDHE application and testing.

COWLEY COLLEGE COURSE NO.	PRE-REQUISITES FOR PRATT COLLEGE LPN/RN PROGRAM - must earn grade of "C" or better	CREDIT HOURS	ENROLLED	GRADE if COMPLETE D
COM2725 COM2711	Interpersonal Communications or Public Speaking	3		
ENG2211	English Composition I	3		
PSY6711	General Psychology	3		
PSY6712	Developmental Psychology	3		
BIO4160	Microbiology - taken within the last 5 years	5		
BIO4111 or BIO4110	Pre-requisite for Microbiology: Principles of Biology or Biology Review	5 1		
BIO4150	Anatomy and Physiology - taken within the last 5 years	5		
BIO4111, CHM4211 or BIO4110	Pre-requisite for A & P: Principles of Biology or General Chemistry, within the past five years, or Biology Review	5 5 1		
BIO4151	Anatomy and Physiology Enhancement	1		
	Pre-requisite for A & P Enhancement: Anatomy & Physiology			
	Additional Application Requirements			
NCH6210	American Heart Association Healthcare Provider CPR (offered summer semester at Winfield Center) Alternate certification: American Red Cross CPR for the Professional Rescuer	NC		
ALH5209	Certified Nursing Assistant This may be taken as a 5 credit hour course from Cowley; must pass state exam.	5		

CHM4211 - General Chemistry in not a prerequisite or required course but is recommended



eMail: eadvising@cowley.edu

You can also stop by any of the Cowley College campus locations.

These classes are available ONLINE from Cowley College and may accommodate students preparing for Pratt's RN program. Classes that require in-person meetings for midterms and final exams can also be done through a proctor at their location if the student is more than 75 miles from a campus location (with instructor approval).

Course No.	Course	Credit Hours
PSY 6711	General Psychology	3
PSY 6712	Developmental Psychology	3
ENG 2211	English Comp I	3
COM 2725	Interpersonal Communications	3
BIO 4111	Principles of Biology (Onsite meeting required for final exam)	5
BIO 4110	Biology Review (Some on-site meetings required)	1
BIO 4151	A & P Enhancement	1
CHM 4211	General Chemistry	3
ALH 5209	Certified Nursing Assistant (Hybrid class has on-site meeting required for orientation, labs, clinicals and final exam)	5

<http://www.cowley.edu/schedules/index.html>



Pratt Cowley Cooperative LPN and RN Program Who to Contact for More Information

For specific information regarding the nursing program at Pratt Community College

Judy Robertson
Nursing Admissions Clerk
620.672.9800 ext. 257
JudyR@prattcc.edu
nursinginfo@prattcc.edu

Cindy Lambert
Nursing Admissions Advisor
620.672.9800
CindyL@prattcc.edu
nursinginfo@prattcc.edu

Nursing Dean and Staff at Pratt Community College in Pratt

Gail L. Withers, RN, MSN, ARNP-CNS
Dean of Nursing and Allied Health
620.450.2232
800.794.3091
gailw@prattcc.edu

Joyce Jones
Secretary to Nursing Dean
620.450.2233
800.794.3091
joycej@prattcc.edu

Pratt LPN/RN Instructors at Winfield Campus

Janet Bogle, RN/MSN-ED
Nursing Instructor and Advisor
620.229-5982
620.229.5993
janetb@prattcc.edu

Sharon Logan, RN/BSN
Nursing Instructor
620.229.5991
sharonl@prattcc.edu

Pratt Secretary for LPN/RN programs at Winfield Campus

Karen Harden
620.221.2763
karenh@prattcc.edu

348 NE SR 61 Pratt, KS 67124 www.prattcc.edu 620-672-564

Dear Prospective Student:

Thank you for your interest in the nursing program at Pratt Community College. You can be assured that you will get a quality education at PCC. We are currently accepting applications. Students who have all items completed on the admission checklist will receive priority consideration. After the first two semesters, all students are eligible for LPN licensure. An additional two semesters qualifies students for RN licensure.

Although students are admitted into the on-campus nursing program in the **fall semester** only, the general education classes (or “pre-nursing”) can be taken anytime prior to acceptance into the nursing program. A member of the nursing department’s faculty or staff would be happy to assist you in setting up a plan of study. Early enrollment for spring semester begins each October. Faculty are also available for enrolling students on registration day in January. For enrollment during summer months contact the Admissions office (620-450-2217) to make an appointment to attend a Kick-off Day. Prior to meeting with your advisor, please have official copies of your high school transcript and college transcripts sent to the PCC Registrar **directly** from that high school and college. If you received a GED certificate, please have your test scores sent directly from the testing site to the Registrar. Be sure your current name is written on all transcripts to avoid confusion.

If you have not taken college courses, an ASSET test must be taken. These scores tell us if you need a basic reading, writing or math class prior to starting the pre-requisites. ASSET test scores must be on file with the nursing department. To set up an appointment to take the ASSET, or for more information about the ASSET, please contact Dr. Dennis Angle, at 620-672-5641, ext. 138. Financial aid and/or scholarships may also be available to qualified applicants. Please contact the Financial Aid office for more information.

Please complete both the application for the college and the application for the nursing program and return to the nursing department at your earliest convenience. Attached is our required nursing curriculum, the legal qualifications for LPN’s and RN’s in the state of Kansas, an estimated cost sheet, and forms for CNA or LPN work records. We are allowed (by the Kansas State Board of Nursing) a maximum of 40 students in each nursing class at Pratt and 30 at Winfield.

I would be happy to visit further about our program or about nursing in general. I invite you to come visit our Pratt campus. You may schedule a campus visit with Admissions at 1-800-794-3091, Ext, 184 or 620-450-2184. Be sure to stop by Chandler Hall to see our up-to-date simulation labs and classrooms. Again, thank you for your interest in the PCC nursing program. I look forward to meeting you.

Sincerely,

Gail L. Withers, RN, MSN, ARNP-CNS
Dean of Nursing and Allied Health

Applications for Admission

Cowley County Community College

Applications for admission may be completed online or printed from this link:

<http://www.cowley.edu/admissions/steps.html>

Mail printed applications to

Cowley College Admissions

125 S 2nd

PO Box 1147

Arkansas City, KS 67005

Pratt Community College

Applications for admission may be completed online from these links:

Application for Admission to Pratt Community College –

http://prattcc.edu/sites/all/files/pdfs/Application_For_Admission_0.pdf

Application for PCC Nursing Program Admission –

<http://prattcc.edu/849-chandler-school-nursing-and-allied-health-application-admission>

Mail printed applications to

Nursing Department

Pratt Community College

348 NE SR 61

Pratt, KS 67124

REMINDER – in order to be considered for admission, please submit official high school and college transcripts, CNA work record or Kansas LPN license to Pratt Community College, and make an appointment with the nursing secretary in Winfield at 620.221.2763 to take the TEAS.

PRATT COMMUNITY COLLEGE
CHANDLER SCHOOL OF NURSING AND ALLIED HEALTH

ADMISSION REQUIREMENTS

2010 - 2011

Admission information may change – look for updates on the Pratt website:

<http://www.prattcc.edu/1754-admission-requirements>

1. **APPLICATION AND ACCEPTANCE TO PRATT COMMUNITY COLLEGE** (for those who have not previously taken a course at PCC). International students must meet the PCC requirements for international students. Please contact the Director of Admissions, for more information. Students will receive an acceptance letter from PCC; receipt of this letter is for admission to the college and does not ensure admission into the nursing program.
2. **APPLICATION TO THE PCC NURSING PROGRAM** must be complete and on file. Applications will be kept on file for two years and then discarded. Applications to the nursing program are available at <http://www.prattcc.edu/1754-admission-requirements> . Priority deadline for application is February 1.
3. **OFFICIAL HIGH SCHOOL TRANSCRIPT OR GED**
4. **OFFICIAL TRANSCRIPTS OF ALL COLLEGE COURSES TAKEN.** The student must have a cumulative grade point average (GPA) of 2.0 or better in courses required for the nursing curriculum. Students must have earned a "C" or better in all required prerequisite courses in order to be accepted. Courses in Anatomy and Physiology, and Microbiology, must have been taken within the last five years.
5. **TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS)** Minimum Percentile Rank-Program score of ≥ 50 on the standardized entrance exam. You must review the study guide prior to testing. The study guide may be purchased at the PCC or Cowley Bookstore or on-line at www.atitesting.com. The TEAS is a computerized test given in Pratt, Winfield and Wichita. There is a \$35.00 charge to be paid before the test is taken. Calculators are prohibited. A photo ID must be presented at time of testing. **To schedule an appointment to take the TEAS test print and submit the registration form at http://www.cowley.edu/departments/allied/newspdfs/TEAS_brochure_updated%202010.pdf .** Students who have taken the TEAS at another location must have their results submitted from the testing site; student copies will not be accepted.
6. **PROOF OF KANSAS NURSE AIDE CERTIFICATION** within two years prior to admission or of having worked as a certified nurse aide within two years prior to admission (submit copy of CNA license or CNA Work Record with application)
7. **PROOF OF LPN LICENSURE** (for LPNs entering Level II for RN completion)

When a student has met the above criteria and is admitted into the program, they complete a **“Nursing Student Disclosure & Release” form**, giving authorization for Pre-check and PCC to perform a background check. Certain past convictions, including crimes against persons, prohibit one from obtaining licensure in Kansas and from acceptance into the nursing program. (See Legal Qualifications)
The students who are best qualified shall be admitted to the nursing program (see “Selection Criteria”).

ACCEPTANCE REQUIREMENTS

Upon receipt of written notification from the Dean of Nursing & Allied Health of acceptance into the nursing program, students will be required to pay a fee of \$200 to secure a slot in the nursing program. This fee must accompany the letter of intent to accept a slot in the nursing program and be returned prior to the

deadline noted in the acceptance letter. The fee will apply toward first semester tuition and fees (\$100), background check (\$50.00) and uniforms (\$50.00). This is a non-refundable fee.

Following formal admission to the nursing program, the student must submit a **completed health form by Aug. 1** (to be obtained from Nursing Department). Official documentation of immunizations **must** accompany completed health form. Students are not allowed to attend clinical until these requirements are met.

In addition, documentation of current certification in **Professional Cardiopulmonary Resuscitation (CPR)** must be on file with the Department of Nursing. Nursing students must be currently certified in American Heart Association **Health Care Provider CPR** or American Red Cross **CPR for the Professional Rescuer**. Training must include professional CPR for the infant, child, and adult. Copies of certification are due in the Department of Nursing **PRIOR TO THE FIRST DAY OF CLASS**. **CPR certification must remain current during the entire nursing program.**

EDU111, an **Orientation** course designed specifically for Nursing students will be taken immediately before entering the nursing program.

Please check the PCC schedule of Allied Health courses (HOC) at www.prattcc.edu or call 1-800-794-3091, ext 158 to enroll.

UPDATES WILL BE POSTED ON THE PCC WEB-SITE AT:

www.prattcc.edu

RN CURRICULUM

To view curriculum, visit the Pratt website:

<http://www.prattcc.edu/675-curriculum>

ESTIMATED COST

ADN Program

(Additional charges assessed to out-of-county, out-of-state, and international students)

To view estimated cost, visit the Pratt website:

<http://www.prattcc.edu/431-cost-and-financial-resources>

PRATT COMMUNITY COLLEGE
CHANDLER SCHOOL OF NURSING AND ALLIED HEALTH

**LEGAL QUALIFICATIONS FOR
RN AND LPN LICENSURE**

In accordance with the Kansas Nurse Practice Act: Statutes & Administrative Regulations, an applicant for a license to practice as a licensed practice nurse or registered nurse shall:

1. have graduated from a high school accredited by the appropriate legal accrediting agency or has obtained the equivalent of a high school education, as determined by the state department of education;
2. have graduated from an approved school of practical nursing or professional nursing in a foreign country which is approved by the board as defined in rules and regulations;
3. have obtained other qualifications not in conflict with this act as the board may prescribe by rule and regulation; and
4. file with the board a written application for license.

The board shall issue a license to an applicant to practice nursing who has:

1. passed a written examination as prescribed by the board; and
2. no disqualifying factors under K.S.A. 65-1120 and amendments thereto.

The Kansas State Board of Nursing has the power to deny, revoke, limit or suspend any license, certificate of qualification or authorization to practice nursing as a registered professional nurse or as a licensed practical nurse that is issued by the board or applied for under this act or may publicly or privately censure a licensee or holder of a certificate of qualification or authorization, if the applicant, licensee or holder of certificate of qualification or authorization is found after hearing:

1. to be guilty of fraud or deceit in practicing nursing or in procuring or attempting to procure a license to practice nursing;
2. to have been guilty of a felony or to have been guilty of a misdemeanor involving an illegal drug offense, unless the applicant or licensee establishes sufficient rehabilitation to warrant the public trust, except that notwithstanding K.S.A. 74-120 no license, certificate of qualification or authorization to practice nursing as a licensed professional nurse or as a licensed practical nurse shall be granted to a person with a felony conviction for a crime against persons as specified in article 34 of chapter 21 of the Kansas Statutes Annotated and acts amendatory thereof or supplemental thereto;
3. to have committed an act of professional incompetency as defined as follows:
 - a. one or more instances involving failure to adhere to the applicable standard of care to a degree which constitutes gross negligence, as determined by the board;
 - b. repeated instances involving failure to adhere to the applicable standard of care to a degree which constitutes ordinary negligence, as determined by the board; or
 - c. a pattern of practice or other behavior which demonstrates a manifest incapacity or incompetence to practice nursing.
4. to be unable to practice with skill and safety due to current abuse of drugs or alcohol;

5. to be a person who has been adjudged in need of a guardian or conservator, or both, under the act for obtaining a guardian or conservator, or both, and who has not been restored to capacity under the act;
6. to be guilty of unprofessional conduct as defined by rules and regulations of the board;
7. to have willfully or repeatedly violated the provisions of the Kansas nurse practice act or any rules and regulations adopted pursuant to that act, including K.S.A. 65-1114 and 65-1122 and amendments thereto; or
8. to have a license to practice nursing as a registered Nurse or as a practical nurse denied, revoked, limited or suspended, or be publicly or privately censured, by a licensing authority of another state, agency of the United States government, territory of the United States, or country or to have other disciplinary action taken against the applicant or licensee by a licensing authority of another state, agency of the United States government, territory of the United States or country.
9. to have assisted suicide in violation of K.S.A. 21-3406 and amendments thereto.

Please note: If a student has been charged with a misdemeanor or felony, for any offense other than a minor traffic violation, he/she should submit all court documents to the Legal Council of the Kansas State Board of Nursing for consultation as to whether the offense may prevent licensure in Kansas. All correspondence should be shared, in writing, with the Dean of Nursing & Allied Health immediately. Any and all information is kept confidential.

If a student plans to obtain licensure exam in a state other than Kansas, it is essential that the student write to the Board of Nursing in that state and inquire into the unique limitations for state licensure which may have been established.

For further clarification of specific “Felony Restrictions on RN Licensure in Kansas”, see The Kansas Nurse, Vol. 80, No. 1, January 2005 or request a copy from the secretary to the Dean of Nursing & Allied Health.

Reference: Nurse Practice Act Statutes & Administrative Regulations, Kansas State Board of Nursing, July 2005 edition, located at www.ksbn.org, Statutes 65-1116 a. 1-4; c. 1. b,c; 65-1120 a. 1-9.

Kansas State Board of Nursing
Landon State Office Building
900 SW Jackson, Suite 1051
Topeka, KS 66612-1230



CNA WORK RECORD

This is to certify that _____ is currently
(student name printed)

employed as a CNA at _____, working
(facility name)

approximately _____ hours/week.

Employment began _____.
(date)

Supervisor's signature

Date



LPN WORK RECORD

This is to certify that _____ is currently
(student name printed)

employed as an LPN or has been employed as an LPN within the past 2

years at _____, working
(facility)

approximately _____ hours/week.

Employment began _____.
(date)

Hours worked within the past two years: _____

Supervisor's signature

Date