

Jefferson College Bi-Level Nursing Pre-Admission FAQs

COVID

What COVID policies does your institution have in place?

[Communicable Diseases: COVID Campus Information](#)

Does the Jefferson College Nursing Program require the COVID vaccine?

[Clinical Requirements & Immunization Checklist](#)

- **Covid Vaccination:** Provide documentation of Covid vaccination dose and/or completed series. Medical and/or religious exemptions may be available after acceptance into the nursing program. The exemption process will be discussed at nursing student orientation.
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BI-LEVEL NURSING PROGRAM (General Questions)

What does Bi-Level Nursing Program mean?

Jefferson College offers *two separate* nursing programs:

- Level I/PN Certificate
- Level II/RN Associate of Applied Science (A.A.S.) degree.

Having two separate nursing programs means there will be *differences in program requirements* for both applicants & current students.

Current Level I/PN students meeting progression requirements (i.e. maintain a cumulative 85% average in all Level I/PN courses) are automatically admitted to the Level II/RN program.

A limited number of ***already practicing LPN's*** are admitted to the Level II/RN program on a *space available basis only* as Bridge students.

Does the Nursing Program have a waiting list?

The Jefferson College Nursing Program does **not** keep a waiting list.

Applicants not admitted into the program (or those re-applying to the program) must complete a new nursing application for the next available cohort that meets attendance needs; applicants must also pay the \$30.00 application fee for each application submitted (application fee is non-refundable). Those who reapply are placed back into the application pool for review by the Admissions committee.

Does Jefferson College offer a RN Bridge program for EMT, Paramedic and/or Military Personnel?

The Jefferson College nursing program does not offer this option at this time.

How long is the PN program?

- The Level I/PN is offered as a full-time day program with completion in approximately 12 months.
- The Level I/PN is offered as a part-time evening/weekend program with completion in approximately 24 months.

Can I skip Level I/PN and start at Level II/RN?

Applicants who are not already practicing LPN's will start at Level I/PN (Level I/PN is a *prerequisite* to becoming a RN).

How long is the RN Bridge program?

- The Level II/RN is offered as a full-time day program with completion in approximately 10 months.
- The Level II/RN is offered as a full-time evening/weekend program with completion in approximately 12 months.

How many seats are available for the RN Bridge program each semester?

The number of RN Bridge seats available each semester is based on the number of current PN students who meet progression requirements for Level II/RN. The selection committee does not make known the number of seats available for upcoming semesters.

Is it possible to work while being enrolled in the nursing program?

That depends on the student and their support team. It also depends on the student's ability to fulfill work and personal commitments while successfully completing academic requirements (i.e. course work/assignments/exams, study time, and clinical experiences/assignments).

FINANCIAL AID

Is financial assistance available for nursing students?

To explore payment and financial assistance options, please see [Steps to apply for financial aid](#) or contact Financial Aid at (636) 481-3212 or email at finaid@jeffco.edu.

Does financial aid cover the summer semester?

The Financial Aid office is an applicant's best resource for financial matters; please contact Financial Aid at (636) 481-3212 or email at finaid@jeffco.edu.

What is the estimated cost of the Bi-Level Nursing Program?

Tuition and fees

There are costs in addition to program tuition and fees, which include the following (*not all inclusive*): application for admission fee, HESI exam fee & study materials, state background check upon acceptance, textbooks, graduation fees, campus parking fee, nursing shoes/socks, nursing uniforms: RN Bridge students, and general education courses (i.e. nursing

pre/corequisites). *Tuition and fees and other costs are subject to change without notice.*

NURSING PREREQUISITES

What are the prerequisite courses for the nursing program?

Both prerequisite and corequisite courses can be *viewed in more detail* at [Level I/PN Application Process Checklist](#) or [Level II/RN Bridge Application Process Checklist](#).

Level I/PN Prerequisites

BIO211 Anatomy & Physiology I (4 credits)*
PSY101 General Psychology (3 credits)
COL101, 136, or 101 First Year Experience

Level II/RN Bridge Prerequisites

Current LPN Licensure with IV Certification
BIO211 Anatomy & Physiology I (4 credits)*
BIO212 Anatomy & Physiology II (4 credits)*
PSY101 General Psychology (3 credits)
PSY205 Life Span Human Development (3 credits)
COL101, 136, or 101 First Year Experience (1 credit)

- *Level I/PN: Anatomy & Physiology I - *completed with a grade of "C" or better within 5 years of the program start date (not the application due date) the applicant is applying for.*
- *Level II/RN Bridge: Anatomy & Physiology I & II - *completed with a grade of "C" or better within 5 years of the program start date (not the application due date) the applicant is applying for.*

Do all prerequisites need to be completed before I can submit my application?

*Completion of prerequisite courses before application is highly preferred; however, applicants who have nursing pre/corequisite coursework in progress and have not yet completed required prerequisite courses may apply for **conditional approval of application**.*

- For those students, GPA will be calculated utilizing coursework completed in preparation for the nursing prerequisites (i.e. BIO101 or CHM101 are prerequisites for BIO211).

High school graduates applying to the program who have not yet completed required prerequisite courses may apply for *conditional approval of application*.

- For those students, their GPA will be calculated utilizing their overall high school GPA or coursework done in preparation for the nursing prerequisites (i.e. high school Biology or Chemistry are prerequisites for BIO211).

Are there time limits on prerequisite courses?

Level I/PN: Anatomy & Physiology I must be taken *within 5 years of the program start date* (not the application due date) the applicant is applying for.

Level II/RN: Anatomy & Physiology I and Anatomy & Physiology II must be taken *within 5 years of the program start date* (not the application due date) the applicant is applying for.

All other nursing pre/corequisite courses are *not* attached to a time-frame.

Do applicants have to complete General Biology and/or Chemistry a year prior to applying for the nursing program?

Jefferson College requires BIO101 General Biology (or high school Biology) and CHM101 Intro to Chemistry (or high school Chemistry) as a prerequisite to BIO211 Anatomy & Physiology I.

BIO101 General Biology (or high school Biology) and CHM101 Intro to Chemistry (or high school Chemistry) must be completed with a "C" or better within the previous five years of Jefferson College registration date.

BIO211 Anatomy & Physiology I is a *prerequisite* for the Level I/PN program.

Do pre/corequisite nursing courses have to be taken at Jefferson College?

Nursing pre/corequisite courses do not have to be taken at Jefferson College; however, these courses must be taken at an accredited community college or university if an applicant wishes to transfer college credit. Applicants are strongly encouraged to meet with an **advisor** to determine which courses will transfer to Jefferson College.

COURSE TRANSFER

Can I transfer previous coursework?

An **advisor** is an applicant's best resource for what courses will and will not transfer to Jefferson College (scroll to the top for advising contact information).

I am currently enrolled in a nursing program at another college; can I transfer the nursing courses I have completed to Jefferson College?

Nursing specific courses do not transfer to the nursing program at Jefferson College.

APPLICATION FOR ADMISSION

Is there an application deadline?

Yes. Applications for Admission, Entrance Exam scores and supplemental documents are due by the application deadline listed on our nursing website: [Beginning Level I PN](#) and [Level II RN Bridge](#) .

Is there any flexibility in the application deadline date?

In order to maintain consistency and fairness among all applicants and keep to a reasonable time-frame (i.e. announce admission decisions), we must adhere to the published deadline.

Where can I find or pick up the nursing application for admission?

- [Beginning Level I PN PDF Application for Admission](#)
- [Level II RN Bridge PDF Application for Admission](#)

Application Submission:

- All application materials *must be submitted* with the application (*see next question*).

- Email: (Subject: Nursing Application), rlewis@jeffco.edu
- Postal Mail: Jefferson College, Attn: Nursing Dept., 1000 Viking Drive, Hillsboro, MO 63050.
- In-Person: Nursing Education Office, Hillsboro Campus, Career Technical Education Building, Room 131 ([campus map](#)) -or- Arnold Campus, front desk.
- Fax: Attn: Nursing Dept., 636-789-2047

What should be turned in with the nursing application for admission?

The items below are to be submitted with the nursing application (Applications will **not** be accepted or processed without the following):

Please note: Applicants who submit incomplete applications or who are missing any required documents will automatically be ineligible.

- Submit **official** copies of *all* transcripts (may be sent electronically) to Jefferson College, Enrollment Services, 1000 Viking Drive, Hillsboro, MO 63050.
- Submit **\$30.00** paid application fee receipt (paid to the cashier); application fee is non-refundable.
 - *The application fee may be paid at the cashier's office (Student Center - Hillsboro campus) or at the front desk (Arnold campus).*
- Submit a copy of Entrance Exam scores.
- Submit a copy of course schedule (if applicable).
- PN applicants only: Submit a copy of current healthcare occupation certification or license verification (if applicable).
- RN Bridge applicants only: Submit a copy of LPN Licensure Verification (www.nursys.com, *QuickConfirm License Verification*).

How do I check to see if my application packet was received?

To verify if an application packet was received, call the nursing education office at (636) 481-3406 or email rlewis@jeffco.edu.

When will the applicant selection be announced and how will the applicants be contacted?

It is our goal to have admission decisions made and communicated by the end of the application deadline month.

For example:

- The **spring** deadline is the first Tuesday in September (unless otherwise specified); therefore, applicants will be notified by September 30th.
- The **fall** deadline is the first Tuesday in April (unless otherwise specified); therefore, applicants will be notified by April 30th.
- If an application deadline extension has been posted to the nursing website, the applicants will be notified of their status by the end of the deadline month.

Applicants will be contacted through their **Jefferson College student email**.

How long is an applicant on the alternate status list?

An applicant's *alternate status* expires on Sunday, four-weeks prior to the beginning of fall/spring classes.

- This time frame would allow accepted alternates to complete immunizations, drug screening, background check, physical, etc. prior to the start of the program.
- If the applicant wishes to reapply, the applicant may follow the application process located on the nursing website.

What can I do to make my application more competitive?

The nursing selection committee looks at the entrance exam score, GPA and pre/corequisite course completion rate.

- An applicant can raise their GPA by retaking nursing pre/corequisite courses to improve a grade; too many "C" grades will *lower* the required minimum 2.8 GPA.
 - An applicant can retake the entrance exam for a higher score within the required testing time-frame.
 - An applicant can take nursing pre/corequisite courses that have *not* yet been completed to improve the course completion rate.
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CLINICALS

How long are clinicals and when are they held?

The Level I/PN day and evening/weekend clinicals are held during day hours (8-hour shifts).

- [Level I PN Day](#) / [Level I PN Evening/Weekend](#)

The Level II/RN day and evening/weekend clinicals are held during day hours (12-hour shifts).

- [Level II RN Day](#) / [Level II RN Evening/Weekend](#)

Will I have to travel for my clinical experiences?

Yes. Clinical sites are within a 60 mile radius of the Jefferson College Hillsboro campus. All clinical shifts are day hours and usually begin around 06:30-07:30 a.m.

Am I responsible for setting up my own clinical sites?

Clinical sites and assignments are prearranged by the nursing department's Clinical Coordinator.

NURSING CLASSES

When are classes held and at what times?

- Level I/PN Day classes are held on Tuesday, Thursday, and Friday from 8 a.m.-4 p.m.
- Level I/PN Evening/Weekend classes are held on Tues., Weds., and Thurs. evenings from 5-10 p.m.

- Level II/RN Day classes are held on Tuesday and Thursday 8 a.m.-3 p.m.
- Level II/RN Evening/Weekend classes are held on Tues., Weds., and Thurs. evenings from 5-10 p.m.

Are classes online or face-to-face?

The Bi-Level Nursing Program uses a blended approach to optimize learning and to meet the needs of the students. The majority of the courses are face-to-face with a few structured in the hybrid format.

- **Hybrid:** set class times will meet in-person with additional online coursework to be completed on the student's own time, while meeting submission deadlines set by the instructor.
- **Face-to-Face:** set class times will meet fully in-person. At the present time, Jefferson College

TEXTBOOKS

What textbooks are required for my program?

[Textbook lists](#) (PN and RN Bridge cohorts are listed).

Some textbooks are required and some are recommended but optional; what does this mean?

- *Required* textbooks are those the instructors use in class and are necessary for the student's success in the course.
- *Recommended but optional* are those that faculty believe will assist a student in learning but are an optional resource. *Recommended but optional* may contain additional information or present information in a different way.

I have a question that isn't covered here; who do I contact?

Please feel free to contact the Nursing Education Office at (636) 481-3406 or email rlewis@jeffco.edu.