Colorado Mountain College
RN-BSN Bachelor of Science in Nursing

2021-2022 Application for Admission

New Requirements Effective Immediately

Program Locations

Breckenridge
Steamboat Springs
Spring Valley in Glenwood Springs

Dear Prospective RN-BSN Applicant:

Thank you for your interest in the RN-BSN Nursing Program at Colorado Mountain College. This program is designed to help you advance your nursing practice to the next level. Obtaining the BSN degree can open up new job opportunities and allow you to progress onto graduate nursing education.

The Colorado articulation model for registered nurses allows Colorado Mountain College to award up to 72 credits for your prior registered nursing education. Your prior college coursework will be reviewed by an advisor to determine exactly what courses you will need to complete your degree.

As an RN-BSN student, you have a great deal of flexibility in meeting the course requirements. There are minimal on-campus classroom requirements. The RN-BSN program is designed using a hybrid web-based technology approach to meet the needs of students with diverse learning styles. You can access all course materials, library resources, and order textbooks through our Colorado Mountain College website. RN-BSN Nursing program is offered at the current nursing program location sites at Roaring Fork Campus-Spring Valley, Steamboat Springs, and Summit Campus-Breckenridge locations.

This admission packet contains additional information about your program. Schedule an appointment or telephone appointment with a college counselor. Bring your unofficial transcripts along to your appointment, or email them to your counselor prior to your appointment.

Congratulations on taking your career to the next level and welcome to the RN-BSN program at Colorado Mountain College.

Please note: All Nursing applications are submitted to the CMC Spring Valley Admissions office only. If you have questions regarding admission requirements or to check on the receipt of any application materials, please contact Rachel Fritz, Coordinator of Enrollment Services, at 970-947-8276 or 1-800-621-8559 x 8276, or email: rfritz3@coloradomtn.edu. We look forward to assisting you in the Nursing application process.

Sincerely,

Rachel Fritz

Rachel Fritz
Coordinator of Enrollment Services

Whitney Erickson

Dr. Whitney Erickson, DNP, RN, CEN
Interim Nursing Program Director, Chief Nursing Officer
Colorado Mountain College

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Accreditations and Approvals

Accredited by:

Higher Learning Commission of the North Central Association of Colleges and Schools

230 South LaSalle Street, Suite 7-500

Chicago, IL 60604

Phone 312.263.0456

Accreditation Commission for Education in Nursing (ACEN)

3390 Peachtree Road NE, Suite 1400
Atlanta GA 30326

Phone 404-975-5000

Fax 404-975-5020

www.acen.org

Admission Process
Information Regarding Admission Application Process for the RN-BSN Program

Applicants who meet the criteria as outlined in the application process will be considered for admission to the CMC Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) Degree Program (RN-BSN). The RN-BSN Nursing Application process at CMC is an evaluation of qualified applicants.

The RN-BSN program is accredited through the Higher Learning Commission of the North Central Association of Colleges and Schools and the Accreditation Commission for Education in Nursing (ACEN). This academic progression model is designed for Associate Degree and practicing RNs to advance their education. The program provides educational experiences to prepare a professional nurse generalist to practice in a variety of healthcare settings. The program integrates nursing theory, practice, and science. It has been developed to prepare a highly competent professional nurse with the education necessary to meet the increasing need for safe, quality healthcare in contemporary society and provides students with the foundation for graduate study in nursing.

Requirements

1. A **new** CMC Application for Admission is **required** for all new applicants, or a student who has not taken a course within the last year. Students currently taking courses with CMC do not need to provide a new application. The application is online at http://coloradomtn.edu/admissions/applying. Remember to make a copy of your CMC application for admission, since you will also need a copy for the RN-BSN nursing application.

2. Applicants must submit official transcript(s) for college credits completed. A CMC Application for Admission must be completed prior to having transcripts sent in. You can fill out a CMC application online. *The Admissions Office will automatically generate CMC transcripts and current schedules for applicants.*

3. Applicants must hold a minimum cumulative GPA of 2.5 or higher on a 4.0 scale.

4. Applicants must be a graduate from an accredited AAS/ADN or Diploma Nursing Program.

5. Applicants must include a copy of current and unencumbered RN license from the State of Colorado.

6. Applicants MUST have a **current** CPR Certification (must be **American Heart Association** Healthcare Provider Basic Life Support-BLS) and provide a copy of the BLS Certification.

7. If an applicant applies more than three years after receiving the associate degree in nursing, a minimum of 1,000 hours of nursing work experience is required within the last three years (verified by the employer).

8. The Nursing Program general admission prerequisites listed below are not required to be completed **to apply** for the RN - BSN Nursing Program, they can be in progress; however, they must be completed **prior** to starting the BSN nursing program classes. A grade of "C" or higher (not C-) is required in general education and nursing courses.

BIO 111	General College Biology with Lab	5 credits
BIO 201	Anatomy & Physiology I with Lab	4 credits
BIO 202	Anatomy & Physiology II with Lab	4 credits
BIO 204	Microbiology	4 credits
PSY 235	Human Growth & Development	3 credits
HPR 118	Intro to Nutrition	2 credits
ENG 121	English Composition	3 credits
Social or behavioral science elective		3 credits

The following general admission courses are not required to **apply** for the RN-BSN Nursing program, but are required to be **completed** prior to graduating from the RN-BSN program (may be taken concurrently with Nursing courses):

ENG 122	English Composition II	3 credits
BIO 216	Human Pathophysiology	4 credits
MAT 135	Introduction to Statistics	3 credits
Advised transferable electives		3 credits
History Elective		3 credits

Students in the process of taking any of the RN-BSN Nursing Program Admission Requirement courses will need to list these courses on the "Transcript Request and Course Work in Progress Information Form" included in the forms section of this packet. Please include a current class schedule of courses in progress. Students with courses in progress <u>may</u> be offered a *<u>Conditional Acceptance</u>* pending successful completion of the courses.

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Deadline for RN-BSN Application
Fall Deadline: August 1
Spring Deadline: December 15

Additional Application Information

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Those accepted into the RN-BSN Nursing Program are expected to be computer literate, have Internet access, and be able to actively email, use Microsoft Word, use Canvas, CMC's on-line course resource, and effectively research using the Internet and library databases.

Hybrid courses have a significant online component which use a variety of evolving technology tools to facilitate teacher/student and student/student interactions. Canvas is the current Online Learning System at CMC which can be used with most major web browsers and is supported under Windows, Macintosh and UNIX operating systems. Students are required to have access to a computer and an internet connection for all online coursework. Phones and tablets can be used for some aspects of the courses but a computer (laptop or desktop) is necessary for all aspects of each course. Microsoft Word is the standard word processing

program for the majority of CMC instructors. Students without Microsoft Word may use the free software from 29 www.OpenOffice.org to create Word-compatible documents. The program also includes spreadsheet, presentation, drawing, and database applications. The program is available for Windows, Macintosh, or Linux operating systems. Microsoft Word is installed on computers available in computer labs at CMC locations.

Admission requirements are reviewed annually and are subject to change. It is the student's responsibility to obtain a copy of the current year's admission packet to meet admission requirements.

The CMC RN-BSN Nursing Program Admission Packet is available on the CMC website at www.coloradomtn.edu/nursing .

The RN-BSN Nursing Program requires that all RN-BSN nursing courses in the curriculum be completed at CMC. Credit for prior learning, CMC challenge exams, or individual RN-BSN nursing courses completed at another institution <u>may not</u> be used to fulfill Nursing (NUR) courses.

Application Process and Requirements
Transcript Submission Deadline and Transcript Evaluation Process

1. Official college transcripts must be sent <u>directly</u> to the CMC Transcript Department from all previous institutions for a formal transcript evaluation to determine what previous coursework will transfer to Colorado Mountain College. You must complete and submit a general CMC application (available online at https://apply.coloradomtn.edu/) to have your transcripts evaluated. Transcript review could take 4-8 weeks, so please submit them early. Have your previous college(s) send your transcripts to:

   Colorado Mountain College
   Transcript Department
   802 Grand Ave
   Glenwood Springs, CO 81601
   registrar@coloradomtn.edu

2. Complete and include the attached form, "Transcript Request and Coursework in Progress Information," included at the end of this packet to indicate transcripts you have submitted for evaluation and any coursework in progress. Completing this form will alert Admissions to look for transcript evaluations to be included in your application.

3. Professional Resume
   Complete a professional resume which includes your education, work experience, professional certifications, membership in professional organizations, community and volunteer work, scholarly writing, or involvement in evidenced based practice or research, and teaching experience.

4. Essay
   Complete **each of the following three** essay questions with 250-300 words, 900 words max for all three, using 12 font and 1.5 spacing.

A. Describe what learning opportunities and career/professional goals you hope will be met by completing the Bachelor of Science in Nursing Degree. Please focus on your specific nursing practice and nursing interests.
B. Describe a complex clinical situation in which you used clinical reasoning and critical thinking. Evaluate the outcomes of that situation and how you gained knowledge, practice know-how, or new insights.
C. Completing a BSN program can be mentally, emotionally and physically challenging, requiring a good sense of time management. What challenges do you anticipate that you will face (e.g., work, school, and personal life demands)? What strategies do you intend to employ to be successful?

5. Two (2) professional ability assessment letters addressing your nursing practice and experiences in health care **for RNs who graduated more than three (3) years before applying for admission.**

6. Applications are accepted for each upcoming semester.

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Deadline for RN-BSN Application
Fall Deadline: August 1
Spring Deadline: December 15

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7. It is the applicant's responsibility to assure that all application materials are included, and hand delivered or postmarked by the deadline. It is recommended that you send your application by certified mail.

8. Applicants are to submit all documents organized in a <u>manila folder</u>. Please do not submit applications in anything other than a manila folder.

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<u>Transfer Credits/Course Substitutions:</u>

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If you are planning to use any transfer credits to fulfill prerequisite or General Education requirements, you must meet with a College Counselor to determine if they will meet program requirements. Those general education and prerequisites include:

HPR118	*Intro to Nutrition*	*2 credits*
ENG121	*English Composition*	*3 credits*
Social or behavioral science elective		*3 credits*
BIO 111	*General College Biology with Lab*	*5 credits*
BIO201	*Anatomy & Physiology I with Lab*	*4 credits*
BIO202	*Anatomy & Physiology II with Lab*	*4 credits*
BIO204	*Microbiology*	*4 credits*
PSY235	*Human Growth & Development*	*3 credits*
ENG122	*English Composition II*	*3 credits*
MAT 135	*Introduction to Statistics*	*3 credits*
BIO 216	*Pathophysiology*	*4 credits*
Advised Electives		3 credits
History Elective		3 credits

<u>Where to Mail Your Application:</u>

All admissions applications and supporting documents should be hand delivered or mailed to:

Colorado Mountain College
RN- BSN Admissions-Rachel Fritz
3000 CR 114
Glenwood Springs, CO
81601

Confirmation of receipt of application materials is emailed to applicants at the email address listed on the CMC application after the CMC RN-BSN Application deadline date and it comes after the deadline date of the semester you are applying for.

<u>Medical Forms, Drug Testing, FBI Fingerprinting and Background Checks</u>

Conditionally accepted students will be required to obtain and pass a criminal background investigation, FBI fingerprinting, and drug screening (approximate cost to you is $150.00) through CastleBranch. You will receive instructions for completing these screenings in your conditional acceptance letter. Specific immunizations are required by our clinical facilities. More information about these will be forthcoming.

<u>Program Cost</u>

Tuition cost for nursing upper division nursing courses is a higher differential cost per credit. Textbooks, travel, or other computer expenses are additional cost to the student. Financial Aid is available for the nursing program. Students who would like more information about Financial Aid qualifications should contact the Financial Aid Office at CMC. Students seeking financial aid may be required to complete additional federal forms to apply for financial aid.

<u>Below are the rates per credit, based on the 2021-2022 Academic year:</u>
* Rates are subject to change
<u>Nursing BSN</u>*

In District	$130.00
In State	$230.00
Out of State	$506.00

CMC Financial Aid Specialists and Academic Advisor/ College Counselors

(Scholarships, FAFSA, Grants, etc.)

Location	Specialist	Phone Number
Breckenridge and Dillon	Stephanie Beste	970-989-1336
Steamboat Springs	Leah Prestwood	970-870-4425
Spring Valley, Glenwood Center	Ciara Morrison	970-947-8191

Free Application for Federal Student Aid website: www.fafsa.ed.gov

Colorado Mountain College Counselors by Location

Location	Counselor	Phone Number
Aspen Campus	Jennifer Cantway	970-236-0424
Breckenridge and Dillon	Jean Kramlich	970-989-1319
	Jennifer Besser	970-968-5806
Glenwood Center	Cory Rikard	970-947-8480
Steamboat Springs	Debra Arnold	970-870-4457
Spring Valley Campus	Jen Brennan	970-947-8275
	Andrea Caruso	970-947-8221

Colorado Mountain College RN-BSN
Program Curriculum Plan

General Education Requirements	BSN General Ed
BIO 111 – General Biology with Lab (5) HPR 118 – Intro to Nutrition (2) ENG 121 – English Composition I (3) BIO 201 – Human Anatomy & Physiology I (4) BIO 202 – Human Anatomy & Physiology II (4) BIO 204 – Microbiology (4) PSY 235 – Human Growth & Development (3) Soc or Behavioral Science Elective (3)	BIO 216- Human Pathophysiology (4) MAT 135 – Introduction to Statistics (3) ENG 122 – English Composition II (3) Advised Electives: (3) History Elective: (3)

Nursing major courses* for RN-BSN	
NUR 310 - Dimensions of Professional Nursing Practice & transition (3) NUR 320 – Nursing Ethics and Legalities of Healthcare (3) NUR 330-Advanced Health Assessment(3) NUR 350- Advanced Gerontology (3) NUR 370 - Community & Public Health Nursing (5) NUR 380- Healthcare Finance & Economics (3) (20 Credits)	NUR 430 - Nurse Researcher & Evidence-based Scholarly Practice (3) NUR 440 – Information Management, Healthcare Systems and Processes: Safety, Quality and Sustainability (3) NUR 460- Leadership: Professional Role as Communicator, Collaborator and Change Agent(3) NUR 490– Senior Synthesis Project (5) (14 Credits)

Upper Division Nursing Elective	
NUR 415 -Alternative Healthcare (3) NUR 435 -Guided Research (3)	

* Courses will be offered contingent upon enrollment numbers and faculty availability

General Education: 28 (These credits may have been competed during prior nursing education program. Credits awarded are subject to review by nursing and college).
Advised Electives: 16
Prior Nursing Degree: 44 (Block credit awarded for associate degree in lower division nursing courses).
BSN Nursing Courses: 34

Total Hours: 122 credits

APPENDICES

COLORADO
MOUNTAIN COLLEGE

CMC RN – BSN Program Application Checklist

Please select your preference for program completion plan:
_____ Part time

_____ Full time

Applicant Name: _____ **Birth Date:** _____

Address: _____ **Phone:** _____

Email: _____ **Student ID:** _____

· Please submit your application in a manila folder with this Check Sheet completed on top of the other documents inside the folder.
· Please initial items included in your application.
· Keep copies of all submitted materials and we recommend you send your application certified mail.
· Applicants should read the RN-BSN Nursing Application Packet thoroughly.

Please Initial:

_____ Colorado Mountain College Admissions Application online located: http://coloradomtn.edu/admissions/applying.

_____ I have completed the Transcript Request and Course Work in Progress Information Form: I**nclude** registration or schedule if courses are "in progress."

_____ Date official college transcripts were requested: _____ (CMC will automatically generate CMC transcripts and current schedules for all applicants).

_____ Cumulative GPA of 2.5 or higher.

_____ I have attached a copy of my current unencumbered Colorado RN license.

_____ I have attached a copy of my current CPR certification or <u>enrollment</u> registration for upcoming class (American Heart Assoc. Healthcare Provider ONLY).

_____ I have attached a resume highlighting relative work experience, volunteer experience, accomplishments, and activities that enhance your aspirations for a career in nursing.

_____ I have attached an essay answering each question indicated in this packet.

_____ I have completed the Work Experience Verification form **if it has been more than 3 years since receiving my associate degree in nursing.**

Your signature indicates that all the items you have initialed above are accurate and are included.
False reporting will result in application disqualification and/or dismissal from program.

Signature: _____ Date: _____

Please send this check sheet with your application and supporting documents to:
Colorado Mountain College-Spring Valley
RN - BSN Nursing Program Admissions, Rachel Fritz
3000 CR 114, Glenwood Springs, CO 81601

Transcript Request and Coursework in Progress

2021-2022

All transcripts must be **official copies** sent directly to:
Colorado Mountain College –Transcripts Department
registrar@coloradomtn.edu

Student Name:_____Maiden (other) Names: _____

Any other names listed on transcripts: _____

I. **List all transcripts that have been requested:** (Please print)

Name of College or University	Date Requested	Student's Name on Transcript
1._____	_____	_____
2._____	_____	_____
3._____	_____	_____

II. **Colorado Mountain College Transcript Request**

_____ **Yes,** I have previous coursework from Colorado Mountain College. Please print a copy of my transcript for my application file.

_____ **No,** I do not have previous coursework from Colorado Mountain College.

III. **Transcripts Previously Evaluated by Colorado Mountain College**

Name of College or University	Date Evaluated	Student's Name on Transcript
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

IV. Course Work In Progress

I am **currently** enrolled in the following courses:

Name of Course	Name of College or University	Approx. Date of Completion*
1._____	_____	_____
2._____	_____	_____
3._____	_____	_____
4._____	_____	_____

***Use additional sheet if necessary to list any course work or transcript information.**

Work Experience Verification

RNs **who graduated more than three years before applying for admission** to CMC's RN to BSN Completion Program must have 1000 hours of employment as an RN. This form must be returned to the applicant in a **sealed** envelope.

To Be Completed by Applicant:

Name: _____ Signature: _____

Address: _____ City: _____ State: _____ Zip: _____

is making application for the RN to BSN Completion Program at Colorado Mountain College. S/he is requesting:

_____

Name of Hospital/Agency   Address of Hospital/Agency
                                           furnishing CMC with the information.

Thank you for your time.

To Be Completed By Employer:

(Name of Hospital/Agency) employed the above-named person

_____

from _____ to _____, a period of _____
        (Date)   (Date)   (Total Months/Years)

Employment was_____full time;_____part-time. Total number of hours worked during this period of time was _____ hours. S/he was employed as_____.

                                           Position / Title

Description of job duties:

_____
_____
_____

Name: _____ Title: _____

Signature:_____ Date: _____

Hospital/Agency Address: _____

City:_____ State:_____Zip:_____ Telephone:_____

**Colorado Community College System
Nursing Background Check
Modification**

The Colorado Community College System ("CCCS") and the State Board for Community Colleges and Occupational Education authorize the nursing programs to conduct a background investigation of all student applicants. The clinical sites used in the nursing programs require background checks of all potential interns. The purpose is to maintain a safe and productive educational and clinical environment. New students who refuse to comply with the background investigation will not be allowed to enter a CCCS Nursing Program.

An Applicant will be disqualified from a CCCS nursing program based on the following guidelines:

- Any *violent* felony convictions of homicide. (No time limit)
- Crimes of violence (assault, sexual offenses, arson, kidnapping, any crime against an at-risk adult or juvenile, etc.) as defined in section 18-1.3-406 C.R.S. in the 10 years immediately preceding the submittal of application.
- Any offense involving unlawful sexual behavior in the 10 years immediately preceding the submittal of application.
- Any crime, the underlying basis of which has been found by the court on the record to include an act of domestic violence, as defined in section 18-6-800.3 C.R.S. in the 7 years immediately preceding the submittal of application.
- Any crime of child abuse, as defined in section 18-6-401 C.R.S. in the 7 years immediately preceding the submittal of application.
- Any crime related to the sale, possession, distribution or transfer of narcotics or controlled substances in the 7 years immediately preceding the submittal of application.
- Any felony theft crimes in the 7 years immediately preceding the submittal of application.
- Any misdemeanor theft crimes in the 5 years immediately preceding the submittal of application.
- Any offense of sexual assault on a client by a psychotherapist, as defined in section 18-3-405.5 C.R.S. in the 7 years immediately preceding the submittal of application.
- Crimes of moral turpitude (prostitution, public lewdness/exposure, etc.) in the 7 years immediately preceding the submittal of application.
- Registered Sex Offenders. (No time limit)
- Any offense in another state, the elements of which are substantially similar to the elements of any of the above offenses.
- More than one (1) D.U.I. in the 7 years immediately preceding the submittal of application. If the investigation reveals information that could be relevant to the application, the designated individual responsible for background checks may request additional information from the applicant. The offense shall be reviewed on a case-by-case basis.

Students who have successfully completed the terms of a deferred adjudication agreement will not be disqualified. If any applicant feels the criminal background check is inaccurate, they may appeal the decision and request a review with the specific community college applied at. It is the applicant's burden to produce substantial evidence that proves the crimes charged are incorrect.