



Advanced Placement Bulletin

Transfer Applicant

Welcome to the Associate Degree Registered Nursing Program

Contra Costa College's Associate Degree Nursing Program (ADN) has been graduating nurses since 1960. The program is designed to meet the college requirements for graduation with eligibility for an A.S. degree, as well as the requirements of the California Board of Registered Nursing. Contra Costa College is proud of its excellent program, faculty, simulation and skills labs, and the quality of its graduates.

A graduate of the nursing program is eligible to take the State Licensure Examination (NCLEX-RN). Upon passing the exam, the title of Registered Nurse is earned, and the graduate is qualified for entry level positions in nursing.

The **Transfer Applicant** is an applicant who has successfully completed part of a nursing program at another college or university and is seeking advanced placement into the nursing program. Transfer applicants are admitted into the semester that is recommended by the Nursing Admissions Committee.

- The Transfer Applicant must demonstrate proof of having successfully completed the **prerequisite courses** below or demonstrate completion of equivalent course work from their nursing program or successfully achieve the passing score on the challenge exam(s).

Prerequisite Courses: (Achieve a minimum of "B" or better in each course)

Course at CCC		Units
Drug Dosage Calculation	NURS 205	2
Pharmacology	NURS 212	2

Applying to the Nursing Program

Step 1: Submit a ***COMPLETED TRANSFER APPLICATION PACKET** to the Admissions & Records Office:

- Oct 1st** for spring admission
- Feb 1st** for fall admission
- No material will be accepted after the deadline date.**

***The COMPLETED APPLICATION PACKET contains:**

- The **Transfer Application**
 - The **Transfer Application** is available online at <https://www.contracosta.edu/classes/academic-departments/nursing/application-info/> or from the Admissions & Records Office. Print a copy and complete the Transfer application. Students must possess a valid Social Security number or individual taxpayer identification number (ITIN).
- A completed Contra Costa College application (if not an enrolled CCC student).
- All** OFFICIAL transcripts from other colleges and universities.
- A letter addressed to the Contra Costa College Nursing Dept, Attn: Nursing Admissions Committee indicating your goal, reason for transfer admission request, work history, licenses, and certifications.
- A letter from your transfer school stating you left in good standing.

Step 2:

The Admissions and Records Office will forward the application to the nursing department after it has been reviewed and evaluated. **Applicants can only be considered within two years of their last nursing course.**

****Admission into the program is based on space available.**

Selection of advanced placement applicants: Priority and consideration for admission into the nursing program is as follows:

- Readmission of current Contra Costa College nursing students
- LVN/LPN/LPT or Military Trained Personnel applicants
- Transfer applicants
- Foreign Trained Nurses
- 30 Unit Option

Step 3:

The Nursing Admissions Committee may schedule an interview to determine placement in the program. The nursing faculty will notify the student of conditional acceptance into the nursing program. The applicant will then proceed with background check and drug screening. Results must be clear for admission into the nursing program. Information about background check and drug screening is provided in the welcome letter that is sent once the student has been approved for admission into the program information Bulletin

HELPFUL INFORMATION

- The applicant with a BA, BS or higher degree from a regionally accredited USA institution (not a foreign degree) is eligible to receive an AS degree with completion of the pre-requisite and nursing program courses.
- Fees per semester are set by the state legislature and are subject to change. Residents, out-of-state, and foreign students should check with the Admissions & Records Office.
- Additional costs include: Uniforms, nursing shoes, bandage scissors, stethoscope, watch, textbooks, skills lab supply kits, criminal background check, drug screening, respiratory mask fitting, hospital orientation fees, and Complio.
- Students must have documented evidence of an annual physical exam & current immunizations that demonstrate the ability to perform in the nursing program.
- CPR certification (American Heart Association BLS instructor lead course for Healthcare Providers) must be current.
- The student is responsible for transportation to and from the campus and the clinical facilities and any parking fees.
- Nursing courses comply with the Americans with Disabilities Act. If you have special needs, please inform the instructor(s) and every reasonable effort will be made to accommodate you. Need for accommodations must be validated by Disabled Students Programs & Services.
- All candidates eligible for the NCLEX-RN examination are required under law to report misdemeanor and felony convictions to the Board of Registered Nursing unless they are only minor traffic violations. "Driving under the influence" convictions must be reported. Convictions must be reported even if they have been expunged or court ordered diversion program has been completed. Failure to report prior convictions or disciplinary action is considered falsification of application and is grounds for denial of licensure or revocation of license.
- Student must successfully pass a drug dosage calculation competency exam

Requirements may change on an annual basis because of unforeseen circumstances or Board of Registered Nursing regulations. Please consult the Nursing Department for current information each semester.