Piedmont Technical College

Transition Nursing Program Guidelines

General Information:

The Piedmont Technical College Transition Nursing Program is designed for current licensed practical nurses. It allows them the opportunity to complete an Associate Degree program without beginning at the freshman level. The Transition program is designed for the LPN who wishes to obtain an Associate Degree in Nursing (RN). Students admitted into the Transition program must first complete NUR 201 successfully with a grade of “C” or better and then enter the senior level of the ADN curriculum.

Eligibility Requirements:

1. Possess and maintain an unencumbered, active PN license.

2. Students must have successfully completed the following general education courses with a grade of “C” or better before acceptance will be considered. The biology courses may only be repeated once to receive a grade of “C” or better, including transfer courses.

   - ENG 101
   - PSY 201
   - MAT 102 or 120
   - BIO 210
   - BIO 211
   - 1 Elective in humanities/ fine arts:


3. Coursework is time sensitive. Biology and computer courses will not be applied toward general education requirements and/or graduation after they are more than five years old. After any other courses become 10 years old, they will not be applied toward general education requirements and/or graduation. It is ultimately the responsibility of the student to verify that credit for all required coursework is awarded.

4. A 2.0 minimum cumulative GPA at PTC is required to enroll and continue in the program.

5. Students must not have had an unsuccessful attempt in an ADN program as a licensed PN.

6. Students must pass the NLN Foundation of Nursing Exam with a score of 55 percentile or better. Only one attempt to pass the test is permitted. Test results have a five year time limit. Students with successful test results that are older than five years, must re-take the test.

7. Students must take the HOBET V test and pass with a minimum score of 65% in reading and 65% in math. Successful HOBET test results have a four year time limit.
Program Policies:

1. Criminal records checks (CRC) and urine drug testing will be performed on all direct patient care givers. Once each student is accepted to the program, he/she must submit a completed consent form and non-refundable/non-transferable monetary deposit. Proof of payment must be provided to PTC Nursing staff during the mandatory Transition Nursing orientation. Pending criminal charges or a conviction may make the student ineligible for participation in clinical/ laboratory courses.

Students will be required to submit to a urinalysis drug testing program prior to admission to any nursing program with a clinical component, and annually thereafter, or at the request of the college or a clinical site provider. The cost of all urinalysis tests will be borne by the student. Urinalysis samples are tested for the presence of drugs including but not limited to: Cocaine, Methamphetamine, Methadone, Marijuana, Phencyclidine, Opiates/ Morphine, Benzodiazepine, Amphetamines, Barbituates and MDMA (Ecstasy).

The results of the CRC and drug screen will be available for review by designated personnel in each clinical/ field placement site. In order to have a diverse clinical experience, students must attend all clinical sites, therefore the CRC must be accepted at all sites in order to successfully progress through the clinical component. Each clinical/ field placement site utilized by the college has its own policies and has the right to refuse admission for clinical/ field placement based on student CRC and/ or drug screens. If a student has not attended nursing classes for one semester or longer, a new CRC and the fee will be required.

2. A student who fails a nursing course after completing the transition class (NUR 201) may readmit only once and will be placed into the next available course depending on space availability. However, students are permitted only one (1) attempt at NUR 201.

3. After completing NUR 201, students may wait no more than 3 semesters (1 year) before entering the final 3 semesters of the program. Students must finish the ADN program within 24 months after completion of NUR 201. To graduate, at least 25% of the needed coursework must be completed at PTC.

4. Students in the program will be required to pass a math/medication competency test in order to successfully complete the ADN program.

5. Students must submit evidence of current immunization record, health assessment form, and proof of CPR training by the first day of class or lose their seat in the program. Students must also read the current PTC Student Nurses’ Handbook, and submit the included signature page by the first day of class.

6. Any PN who graduated more than one year prior to applying to the Transition program will be required to provide proof of full-time employment as an LPN with a minimum of 960 hours (the equivalent of 6 months full-time). Employment must have been with an acute care, long-term care or ambulatory care setting within two years prior to application to the Transition program.
7. Order of admission into the program will be prioritized based on the date the eligible applicants submit an application to the Piedmont Technical College admissions office, listing their major as Transition Nursing (GHST). It is not based on the date of application to the Transition Program. Openings in the program are limited.

**Application Process:**

1. Complete/update the Piedmont Technical College Application for Admissions and submit to the Admissions Office. Indicate major as Transition Nursing (GHST). An update is necessary if your application to the college is a year old or more.
2. Complete the mandatory Transition Nursing Information Session (offered online).
3. Submit official copies of college transcripts for all transfer coursework (if applicable) to the Student Records Office.
   
   **LPNs currently working in the field who wish to request credit for Biology coursework over five years old must complete the following steps:**
   
   a. Ensure your college transcript is on file with PTC Student Records.
   b. Have your employer send a letter to the PTC Student Records office to verify your employment as an LPN. The letter must:
      
      i. Be sent by your employer via U.S. Postal Mail (hand-delivered letters are not accepted) to: **Piedmont Technical College PO Box 1467 Greenwood, SC 29648**
         
         **Attention: Student Records Office**
      
      ii. Be written on official company letterhead,
      
      iii. Include information about your job title and duties,
      
      iv. Include your dates of employment,
      
      v. Be signed by your supervisor or other company official.
   c. Your transcript and letter will be reviewed, and it will be determine if credit will be awarded.
   A notification letter from Student Records will be sent regarding the results.
4. Take the NLN Foundation of Nursing Exam at the PTC Testing Center and score 55 percentile or better. The test is offered only on designated dates posted on the Transition webpage. Contact the Nursing Division administrative specialist at 864-941-8724 to schedule an appointment to take it.
5. Take the HOBET V and pass with at least 65% in reading and 65% in math. Call the Student Success Center at 864-941-8614 to schedule your HOBE test appointment.
6. When all general education requirements are met and you have passed the NLN Foundation of Nursing Exam and the HOBET V test, complete and submit the Transition Nursing Program Application to the PTC Nursing Support Counselor during the published application period. The application is made available online during the application period.

**PLEASE NOTE:** Applications for students not admitted to the program will not be kept on file after the application period ends. Students that wish to be considered for the Transition Program in the future must submit a new Transition Nursing Program application during each application period.

This information is accurate at the time of publishing, but is subject to change as deemed appropriate by the college and nursing division.

Packet revision date: February 22, 2012. Check the transition webpage for program updates: [www.ptc.edu/transition](http://www.ptc.edu/transition).
Piedmont Technical College

Transition Nursing Application Process Checklist

This checklist is for your personal use in tracking and verifying that you have completed all steps required to apply to the Transition Nursing Program at PTC.

____ 1. I have applied to the Admissions Office and listed Transition Nursing as my major.

____ 2. I have completed the Transition Nursing Information Session, either live or online.

____ 3. I have completed all the required general education classes. If my classes are from another college or university, I have worked with the Student Records Office to verify transfer credit has been officially awarded.

____ 4. My general education classes have been completed within the past 10 years (5 years for BIO 210 & 211). If not, I got credit for expired classes by working with the Student Records Office or repeating the classes.

____ 5. I have taken the NLN Foundation of Nursing exam and scored 55 percentile or better.

____ 6. I have taken the HOBET V and scored 65% or better in the reading and math sections.

____ 7. If I graduated from my PN program more than 1 year ago, I have obtained a letter from my current/ most recent employer stating that I have been employed there fulltime as an LPN. I will provide this letter upon request once I am accepted into the program.

____ 8. I am routinely checking the Transition website (www.ptc.edu/transition) for any changes/updates to the program. I understand the Transition application is available on this website during the designated application period.

____ 9. I have completely filled out my Transition Nursing Program application online and submitted it during the published application period.

____ 10. I will wait to inquire about program acceptance until after the published notification date. If I do not receive a notification letter by that date, I may contact the PTC Nursing Division to check.