Associate Degree in Nursing (ADN)-RN Program Selective Admissions Application

First and Last Name: _________________________ MassBay ID: _________________________

Contact Number ______________________________ Email: _______________________________

PLEASE INCLUDE WITH APPLICATION:
- High School diploma, GED/HiSET or College degree (or confirm that we have a copy in your student record)
- MassBay Transcripts
- Documentation of Hepatitis B vaccination

I understand that the application:
- Priority deadline is February 15, 2018;
- Final deadline is May 15, 2018; If seats are available (acceptance of applications may discontinue without notice)
- Must be submitted in person to the Office of Admissions (Wellesley or Framingham);
- and reviewed by an Admissions Counselor.

Application Instructions: The applicant must complete each item on this application to be considered for the ADN program. Your initials confirm that you have met each requirement. Submit your completed application to the Office of Admissions.

STEP 1: IF YOU HAVEN’T ALREADY…SUBMIT A GENERAL ADMISSIONS APPLICATION TO MASSBAY
- If this is your first time applying to MassBay, please complete and submit a MassBay General Admissions Application. If you are a current or former student, please check with the Office of Admissions prior to submitting a new MassBay General Admissions Application.
- Select your intended major as Nursing.
- Upon acceptance into MassBay, you will be admitted as a General Studies student working toward meeting the admission requirements.

All Health Sciences students must meet their intended major’s admission requirements to be considered for admission into the program.

STEP 2: ATTEND AN INFORMATION SESSION
Please click on this link for upcoming Nursing and Allied Health Profession Programs Information Session Schedule.

STEP 3: COMPLETE ALL ADN SELECTIVE ADMISSION REQUIREMENTS
You must complete all selective admission requirements as outlined on the ADN program application. Once you have fulfilled all items as indicated, submit your completed application to the Office of Admissions. Please note that it is the applicant's responsibility for assuring that the application is complete and submitted by the application deadline. If any of the required items are incomplete or missing at time of submission, your application will not be processed and you will not be considered for the program. Applicants are required to initial all items on pages 2 & 3, and to sign pages 4 & 5.

Wellesley Campus Admissions
50 Oakland Street
Wellesley Hills, MA 02481-5307
Tel: 781.239.2500
Fax: 781.239.2508

Framingham Campus Admissions:
19 Flagg Drive
Framingham, MA 01702-5928
Tel: 508.270.4059
Fax: 508.270.4110
<table>
<thead>
<tr>
<th>Checklist Item</th>
<th>Important Information</th>
<th>Applicant: initial below when complete (NOTE: Requirements are considered incomplete if in progress, scheduled, or requested)</th>
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</table>
| Attended a mandatory information session                | Applicants must have attended a Mandatory Information Session prior to submission of application. Upcoming dates can be found at [Nursing and Allied Health Profession Programs Information Session Schedule](#).   | Applicant Initial: __________
|                                                         |                                                                                                                                                                                                                                          | Date Attended: __________ |
| Math                                                    | **Circle ONE of the following you have completed:**  
  ✓ MassBay Placement into College Algebra (MA102)  
  ✓ MassBay Placement into Pre-Calculus Math (MA104)  
  ✓ MassBay Placement into Statistics (MA105)  
  Completion of Intermediate Algebra (MA 098) with a grade of “C” or higher  
  Equivalent Transfer of College-Level Math (from another college) with a grade of “C” or higher  
  *Consideration will be given to students who have completed college level algebra or higher | Applicant Initial: __________ |
| Chemistry                                               | Course can be **high school or college level** with a final grade of C+ or higher. Chemistry courses valid for up to 10-years at time of evaluation. **Circle ONE of the following you completed:**  
  ✓ Chemistry I (CH 101)  
  ✓ Equivalent Transfer Credit (from another college or high school) | Applicant Initial: __________ |
| Microbiology                                            | A grade of C+ or better in the appropriate college Fundamentals of Microbiology course; 5-year course age limit at time of evaluation. **Circle ONE of the following you completed:**  
  Fundamentals of Microbiology (BI 223)—previously BI 123  
  Equivalent Transfer Credit (from another college) | Applicant Initial: __________ |
| Anatomy and Physiology ("A&P ")                        | Grade of C+ or better in appropriate college A&P I and II courses; 5-year limit at time of evaluation. **Complete BOTH of the following courses:**  
  *Note: BI 101 is a prerequisite*  
  A&P I (BI 215) previously BI 115—both are equivalent  
  A&P II (BI 217) previously BI 116—both are equivalent  
  Equivalent transfer course(s) | Applicant Initial: __________ |
| English | Grade of "C" or better in the appropriate Freshman English course, no time limit. **Circle ONE of the following you completed:**  
Freshman English I (EN101)  
Equivalent Transfer of College-Level English Composition | Applicant Initial: ____________ |
| --- | --- | --- |
| Reading Assessment Test | **Circle ONE of the following you completed:**  
**Reading Assessment Test grade of "72" or higher**  
Waiver (already holding a degree) from U.S. College or University.  
✓ For more information click on Register for Placement Testing  
✓ Finished Associate degree or higher from U.S. College or University. | Applicant Initial: ____________ |
| HESI A2 Exam | **HESI Admission (A2) exam score of 75% or better in all subtest scores i.e. Vocabulary/General Knowledge, Grammar, Anatomy & Physiology, and Biology except Chemistry which requires a subtest score of at least 65% percent and Reading Comprehension which requires a subtest score of at least 85% percent. (Note: Student may take the HESI exam before May 15th. Student may take the HESI exam a total of 2 times. Details about how to register to take the exam, the minimum required cut scores, and retest policy parameters can be found by clicking on HESI A2 RN Admission Exam FAQs** | Applicant Initial: ____________ |
| Official transcripts from all Colleges/Universities previously attended | Applicants must submit official transcripts from all Colleges/Universities previously attended.  
* If you are currently registered, or have completed additional courses, please be sure you have submitted your final transcripts. | Applicant Initial: ____________ |
| Mailing Address | The address on my student account profile is current and all correspondences will be sent to this address.  
* It is the applicant’s responsibility to update their contact information via Bay Navigator | Applicant Initial: ____________ |
| RN to BSN Program | Please let us know if you have interest in an RN to BSN nursing educational program. Please **circle one:**  
YES  NO  NOT SURE | Applicant Initial: ____________ |

**Associates Degree in Nursing Program Immunization and Related Health Requirements:**

**Students** in the program are required to obtain certain immunization and health records and submit documentation thereof by published deadlines which are program-specific and determined by clinical rotation start dates. Immunization requirements are in accordance with clinical site requirements and Massachusetts state law.

**Submission** of current health records and background check requirements is required for participation in the program. **Failure** to have completed this step as explained in the below pages by August 1st will result in the student being withdrawn from the program. Students who are withdrawn will be considered for readmission at a later date.

The applicant’s initial here indicates an acknowledgement of this requirement.
Applicants to MassBay’s Associate Degree in Nursing program may opt to participate in joint admissions with Framingham State University’s and Emmanuel College’s Bachelor of Science in Nursing programs. To participate, applicants must provide authorization for MassBay to release information to either or both of the programs, as indicated below.

**INTENT TO ENROLL & INFORMATION RELEASE AUTHORIZATION**

**FRAMINGHAM STATE UNIVERSITY**

☐ I intend to accept Framingham State University’s conditional offer of admission to the Bachelor Science in Nursing program, and will make every effort to meet their admissions requirements by completing my Associate Degree in Nursing at MassBay Community College with a gpa of 2.5 or higher and obtaining my Registered Nursing License.

☐ I do not intend to accept Framingham State University’s offer.

**EMMANUEL COLLEGE**

☐ I intend to accept Emmanuel College’s conditional offer of admission to the Bachelor Science in Nursing program, and will make every effort to meet their admissions requirements by completing my Associate Degree in Nursing at MassBay Community College with a gpa of 2.5 or higher and obtaining my Registered Nursing License.

☐ I do not intend to accept Emmanuel College’s offer.

**AUTHORIZATION**

I am authorizing MassBay Community College to release information regarding my residency (including address), identity (including date of birth) and admissions status to the school(s) indicated above for the sole purpose of communicating with me regarding my candidacy for the BS in Nursing program at Framingham State University and/or Emmanuel College. I understand that submitting this release and intent to enroll does not guarantee me enrollment to or funding for the BS in Nursing program, and that I will need to meet each school’s conditions for acceptance there. I confirm that to my knowledge, the information provided in my MassBay Community College applications for general admission and for selective admission to the Associate Degree in Nursing program are accurate.

I further indicate my intent regarding voluntary demographic information below. (Please check one of the following):

☐ I authorize MassBay Community College to release my demographic information to Framingham State University (including gender, race/ethnicity, and language) for demographic data purposes only.

☐ I do not authorize MassBay Community College to release my demographic information

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**Applicant's Full Name (Printed)**  **Applicant's Signature**  **Date**

The Family Educational Rights and Privacy Act (FERPA) of 1974 is designed to protect the privacy of educational records and the rights to students concerning the privacy of, and access to, their education records. In compliance with FERPA, MassBay Community College, Emmanuel College and Framingham State University are prohibited from providing certain information from your student records to a third party (including parents, step-parents, spouse, sponsor etc.) such as information on grades, billing, tuition and fees assessment, Financial Aid (including, but not limited to, your grants, scholarships, and work study) and other student record information, unless permission is given to release and share this information. This restriction applies, but is not limited, to your parents, spouse or sponsors.

**REVISED 10/19/2017**
Important Program Information

Evaluation Information:
All submitted applications are ranked by **GPA** and **HESI scores**. In the event of a tie, the highest HESI reading score will be considered.

Additional Important Information:

1. **If you are accepted,** Associate Degree Nursing students are required to attend a New Student Orientation session and complete a mandatory two-day orientation. Students who do not complete this two-day orientation will be withdrawn from the program and be considered for re-admission at later date.

2. **The program anticipates accepting approximately 36 students for Fall 2018.** The decision options in response to your completed application are: accepted to the program or denied admission to the program. Admission decisions are sent by U.S. Postal to the address on your student profile.

3. **Background Checks.** All MassBay Health Sciences program students whose course-work or clinical placement requires direct access to children, elderly, patients, disabled or other at-risk populations, must submit to a Massachusetts criminal offender records inquiry (CORI) and Sexual Offender Records Inquiry (SORI) and a national inquiry through National County Records Search. The purpose of the background checks are to ensure public safety and avoid unacceptable risk to vulnerable populations. If any background check report is returned with a finding(s), it may or may not prohibit progression in a Health Sciences Program.

4. **Disability Accommodation.** Please contact MassBay's Office of Disability Services for review and approval.

5. **Licensure.** Acceptance or enrollment into the program does not guarantee a student will pass the NCLEX-RN or become a Registered Nurse. It is the student’s responsibility to work with the appropriate state licensing board to determine eligibility to sit for a licensing examination. For more information visit the Commonwealth of Massachusetts Board of Registration in Nursing (BORN).

6. **Science Course 5-year time limit.** Completion of BI 215 Anatomy and Physiology I, BI 217 Anatomy and Physiology II and BI 223 Fundamentals of Microbiology within a five (5) year time frame, with a grade of C+ or higher, at the time the student’s records are reviewed for matriculation into the nursing program, is required. **Note:** Students may repeat each science course only once to achieve a C+ or higher within the required 5 year period.

7. **Hepatitis B**—the Hepatitis B Series takes a minimum of six months to complete. Therefore, the first vaccination must be received on or before February 1st in order to matriculate in September.

8. **Seasonal Influenza vaccine**—Student will be required to submit confirmation of seasonal influenza vaccination for the upcoming (2018-2019) flu season.

**Confirmation Statement**

I confirm that I have read, reviewed, and understand the information provided in this application including the health and background check requirements/deadlines included in the following pages*. By providing my signature below, I certify that I have met the admission requirements for consideration into the Associate Degree in Nursing Program

Applicant Signature: _______________________________  Date: __________
DUE DATE FOR COMPLETION OF ALL REQUIREMENTS
for Associate Degree Nursing Students is AUGUST 1st

MassBay Community College Health Sciences Program
Immunization and Related Health Requirements

Health Sciences students are required to keep their immunization and tuberculosis surveillance status up-to-date by following the guidelines set forth by the Centers for Disease Control and Prevention (CDC) for health care personnel.

BEFORE beginning the program, the following immunizations or documentation of immune status and tuberculosis (TB) screening are required for all Health Sciences students who have contact with clients, patients or blood/body fluids as part of their usual training responsibilities.

Definitions

Hepatitis B - One of the following is required to verify Hepatitis B immunity—Evidence of HepB immunity must be submitted with Selective Admissions application

- A positive antibody titer* (physician verification of results required) if you’ve previously received the three vaccinations.
  or
- Three (3) vaccinations (0, one month, and five months apart) AND a positive antibody titer* (physician verification of results required) taken 1 - 2 months after the 3rd vaccination.

* Once student has completed both steps I and II with a negative result, only a single (1-step) TB implant is required annually.

Tuberculosis (TB) - One of the following is required to verify the initial requirement:

- Two-step TB Skin test (1 - 3 weeks apart);
  - Step I is PPD “implant” is injected into the forearm then, In 2 - 3 days, this must then be “read” as negative and documented by a clinician;
  - Step II occurs within 3 weeks of completing Step I when student returns to the clinician’s office for a second “implant”, and then returns 2 - 3 days after to have this implant read and documented as negative by the clinician.

* Once student has completed both steps I and II with a negative result, only a single (1-step) TB implant is required annually.
  or
- QuantiFERON or T-Spot (IGRA blood tests for use in diagnosing TB) lab report or physician verification of results.
  or
- Chest X-ray - If you have a positive TB Skin test or IGRA blood test result, you must submit documentation of a clear (negative) chest x-ray (lab report or physician verification of results required) dated within past 5 years, AND a negative symptom review check from your healthcare provider dated within the past year (required annually thereafter).

Tetanus & Diphtheria (Td) or Tetanus/Diphtheria/acellular Pertussis (Tdap) - Documentation of a Tdap within the past 10 years or a Td booster within the past 2 years is required.

Measles, Mumps, Rubella (MMR) 2-Dose Vaccine or Titers* - There must be documentation of either a positive antibody titer for all 3 components OR documentation of each vaccination component. If titer is negative or equivocal, 1 booster plus a new titer is required.

Varicella 2-Dose Vaccine or Titer* - There must be documentation of either a positive antibody titer for Varicella OR documentation of vaccination. If titer is negative or equivocal, 1 booster plus a new titer is required.
**Seasonal Influenza vaccine (when available)** – Submit documentation of a flu shot administered during the current flu season OR a declination waiver. It is highly recommended to receive the Flu vaccination as early as possible; **Required documentation must be submitted to Castle Branch no Later than August 31st**. Waiver criteria may vary according to the Health Sciences program and supporting documentation from a medical provider may be required in addition to the declaration waiver which is available from the Health Sciences office. The Flu vaccination is an annual requirement and all continuing students must receive the annual vaccine between August 1 and August 31st each year for the upcoming flu season.

**Report of Physical Examination & Immunization Record** - This form (available for download under your Castle Branch account (see below) and found on the Division of Health Sciences’ pages of the MassBay website) requires the student’s signature authorizing the release of immunization information to clinical affiliating agencies. It also requires your physician to fill in confirmation of immunizations you’ve received and your physical exam results within the past year.

*Titers are laboratory blood tests to determine immunity to specific diseases. They are not immunizations.*

**CastleBranch/MyCB** - To track the health requirements of our students, we use an online document tracking system from a company named CastleBranch. Located in Wilmington, North Carolina, CastleBranch is one of the top 10 background screening and compliance tracking solutions companies in the nation. “MyCB” is a resource portal provided by CastleBranch to help facilitate student order placement, compliance tracking and national county records background screening services associated with MassBay’s health program students. MyCB will send the student email “alerts” when documentation is missing, incomplete, or in need of updating. Authorized Division of Health Sciences staff will refer to MyCB data to determine whether a student has demonstrated (verified) compliance with all requirements to attend clinical, and is ready to enroll into the desired semester. MassBay’s Division of Health Sciences does not accept or maintain any hard copies of health records, nor do we review any records for compliance. Likewise, submission of medical records to MassBay’s Office of Student Development as a student in General Studies does not fulfill requirements for Health Sciences students. Please note: currently there is no additional fee to students for the “MyCB” account.

**Other Related Requirements**

**CPR Certification** – The CPR certification that is acceptable for health students is the “Basic Life Support for Health Care Providers” from the American Heart Association (AHA), the American Red Cross, or the equivalent from the Military Training Network or the National Safety Council. Students are responsible for taking a class to complete this certification, with the exception of Emergency Medical Technician (EMT) and Central Processing Technology (CPT) students. Student provides a front & back signed copy of the card the American Heart Association wallet-sized card that identifies him/her as CPR certified. Certificate of American Red Cross course completion is acceptable in lieu of wallet-sized card.

**Technical Standards** - Students must meet certain physical demands of performance so that they can successfully progress in their course work and ultimately graduate. This form (available for download under your Certified Background account) is completed & signed by the student.

**Acknowledgement of Student Handbook Form** – This form (available for download under your Certified Background account) is completed by the student and signed. The MassBay Health Sciences program Handbooks are updated each academic year and the final version will be available for review in the fall. Students are responsible for reviewing and understanding any changes made to their respective program Handbook during the entire time student is enrolled.

**Background Check** – A national county records search is also conducted through Castle Branch/MyCB. All MassBay health sciences program students whose course-work or clinical placement requires direct access to children, elderly, patients, disabled or other at-risk populations, must submit to a Massachusetts criminal offender records inquiry (CORI) and Sexual Offender Records Inquiry (SORI) and National CORI / SORI inquiry through National County Records Search. **The purposes of the background checks are to ensure public safety and avoid unacceptable risk to vulnerable populations.** The student must complete the CORI and SORI forms (provided at orientation) to authorize a search of records for past criminal or sexual offenses.

**Additional Notes:** Students who refuse to be vaccinated due to religious or medical reasons should discuss their particular circumstances with the program Chairperson BEFORE applying.