



AHC3 – Nicole Wertheim College of Nursing & Health Sciences
1st Floor, Student Services
11200 S.W. 8th Street
Miami, FL 33199
Tel.: 305.348.3125 • Fax: 305.348.7764
<http://www.fiuonline.com>

Application for Bachelor of Science in Nursing RN to BSN TRACK

Applications accepted for Fall, Spring, and Summer Semesters

Deadlines: <http://admissions.fiu.edu/apply/transfer/index.html#Dates>

Section A – Personal Information

1. Last Name: _____ First: _____ MI: _____
i. Previous Last Name (if any): _____
2. U.S. Social Security Number: _____ Panther ID Number: _____
3. Have you previously applied to the FIU Nicole Wertheim College of Nursing and Health Sciences? Yes No
4. Are you an International Student? Yes No
5. Permanent Address: _____
City: _____ State: _____ Zip Code: _____
6. Mailing Address *: _____
City: _____ State: _____ Zip Code: _____
7. Home Phone: _____ Cell: _____ Work: _____ (Ext.) _____
8. Email : _____ Date of Birth (mm/dd/yyyy): _____
9. Florida RN License #: _____ Exp. Date: _____ Copy attached
10. Non-Florida RN License #: _____ Exp. Date: _____ Copy attached
11. Gender: Male Female
12. Ethnic Origin: Asian/Pacific Islander Hispanic White, non-Hispanic
 African-American, non-Hispanic Native American Other: _____

* Official communications will be sent to these addresses



Section B – Program Information

1. Applying to enter: Fall semester, 20 _____ Spring semester, 20 _____ Summer semester, 20 _____
2. Do you plan to attend: Full Time Part Time
3. Have you ever attended FIU? Yes, if so when: _____ No
4. Do you intend to pursue a graduate degree (MSN, DNP, PhD) in nursing after graduation? Yes No

Section C – High School Information

High School Name & Location: _____ Year of Graduation: _____

Have you fulfilled FIU's Foreign Language Requirement? Yes No

*The following may be used as proof of completion of the FIU Foreign Language requirement: 2 years of a foreign language in High School, 8 college credits of a foreign language, or CLEP testing to obtain college credits in a foreign language. High School Transcripts must be sent to FIU Undergraduate Admissions** if they are needed to document completion of the Foreign Language Requirement.*

Section D – Academic & Work History

List all colleges, universities and professional schools you have attended or are currently attending, including Florida International University.

<i>Institution(s)</i>	<i>Degree Earned</i>	<i>Degree GPA</i>	<i>Major</i>	<i>Graduation Year</i>	<i>Transcripts Sent **</i>
_____	_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	_____	<input type="checkbox"/>

List all work experience in reverse chronological order; use extra paper if necessary.

<i>Agency (name & address)</i>	<i>Dates worked</i>	<i>Department</i>	<i>Position</i>
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____

**** Official transcripts must be submitted in a sealed envelope, as prepared by the sending institution, to: Florida International University, Office of Undergraduate Admissions, PO Box 659003, Miami, FL 33265-9003.**



Section E – Additional Information

1. Have you ever been convicted of, or charged with, a criminal offense or are you currently the subject of any criminal proceeding? Yes No

If YES, you must provide a written explanation of the incident and copies of all official documentation explaining the final disposition of the proceedings.

*You do not need to disclose information about minor traffic violations. However, you must disclose information if the traffic offense involved illegal drugs or alcohol or if any person was killed or hospitalized as a result of an accident in which you were charged for a traffic violation. You do not need to disclose information regarding any criminal offense record which has been expunged according to applicable law. You must disclose information if charges were dropped or not prosecuted because you were granted any type of pretrial diversion. **Failure to disclose this information may result in a revocation of admission.***

The Florida Board of Nursing and clinical agencies require the disclosure of conviction records for misdemeanors and/or felonies; therefore, this information is required at the time of admission. Applicants are required to submit to state and federal background checks at the time of admission. In addition, some clinical agencies require drug testing on entry to the agency. Findings in background checks may affect a student's ability to participate in clinical experiences and complete the track, and/or obtain registered nurse licensure. If you have questions about the background check, contact the Director of Undergraduate Programs at 305-348-7727.

Note: Criminal background checks and drug testing are required for all students admitted to the Nursing program.

Section F – Application Checklist and Signature

Deadline for application is 1 month prior to the beginning of the semester. Check all items being submitted:

- Completed & signed NWCNHS Application and Practicum Information form**
- Copy of Florida Nursing License**
- Unofficial Transcripts from all colleges and universities attended (AS, AA, BA/BS & pre-requisite courses listed).**
- Completed RN to BSN advisement form (completed by advisor during appointment)**

I certify that the information recorded on this application is true and correct. I understand that failure to give complete and accurate information on the application may result in immediate cancellation of my application for admission, or, if enrolled, dismissal from the Nicole Wertheim College of Nursing and Health Sciences. I agree to abide by the rules, policies and regulations of the Florida International University Nicole Wertheim College of Nursing and Health Sciences, if I am admitted. I will notify the Office of Admissions and Student Affairs, in writing, of any charges affecting my application data.

Applicant Signature: _____ Date: _____

Florida International University, and all of its branches and divisions, subscribes to an equal educational opportunity policy for people of all races, creeds, and ethnic origins. The University is required by federal regulatory agencies to supply admission and enrollment information by racial, ethnic and gender categories. Submission of this information by the applicant is voluntary and will not be used to determine eligibility for admissions. Program and course availability, application deadlines, and admissions criteria are subject to change.

Return completed applications and materials via Mail or Email	
FIU Online – RN to BSN Florida International University - MANGO 540 11200 SW 8th Street Miami, FL 33199	Email iagudelo@fiu.edu



FLORIDA INTERNATIONAL UNIVERSITY
NICOLE WERTHEIM COLLEGE OF NURSING & HEALTH SCIENCES
RN-BSN ONLINE TRACK: INFORMATION ON CLINICAL REQUIREMENTS

Practicum Requirements:

NUR 4636C – 30 practicum hours (this course also has an online theory component)

NUR 4945L – 120 practicum hours (this course also has an online theory component)

1. Required prerequisites for registering for NUR 4636C and NUR 4945L are: 1) Successful completion of the three Excelsior examinations, 2) Completion of all FIU Core Curriculum Requirements and foreign language requirement, 3) Successful completion of all nursing core courses and nursing prerequisites, and 4) one year post-RN licensure nursing experience (PREFERRED). If you do not meet these requirements, you MUST contact your advisor for an appointment.
2. Unless otherwise determined by the faculty member, practicum experiences are the responsibility of the student. Student responsibilities include choosing a preceptor and practicum setting, and completing the required paperwork (see below). Clinical placement requests are not guaranteed. No paid time may be used for clinical hours. Clinical hours must be completed within the term of course enrollment only (hours completed before/after the term of course enrollment will not be approved as clinical hours).
3. Practicum requirements are NOT waived if you move out of the south Florida area, if you reside out of the state of Florida, or if you cannot locate a practicum setting/preceptor. Faculty members and advisors are not responsible for locating practicum experiences for students. Out-of-state students must self-identify to the Program Coordinator.
4. Background checks, health information, proof of RN liability insurance, and signed contracts/agreements MUST be completed before entering the practicum setting Background check information must be entered into the Complio system (background checks take 4-6 weeks). It is the student’s responsibility to check that all requirements are met. Links to instructions and forms (performance standards and consent/ release) can be found at this link under the clinical requirements heading: http://cnhs.fiu.edu/nursing/clinical_placement.html. If you have questions regarding the clearance paperwork, please contact Complio at 1(800) 200-0853.
5. A signed contract with the setting AND a preceptor agreement MUST be in place before the semester begins with the 1) setting in which you are doing practicum hours; and 2) the preceptor. Information regarding existing contracts for settings in the South Florida area can be obtained from the Clinical Education website, <http://cnhs.fiu.edu/nursing/undergrad/bsn-programs/clinical-education/index.html>, or the Clinical Education Department (AHC3 134A). Students who wish to create a new contract for clinical placement MUST contact the Clinical Education Program Specialist, Joy Kross, at jkross@fiu.edu or (305) 348-0039. Keep in mind this process may take 6 – 9 months (or longer) and securement of clinical placement is not guaranteed. If the student’s planned final semester term changes, it is the student’s responsibility to notify the Clinical Education Program Specialist immediately.
6. Your preceptor MUST be a licensed RN and have at minimum a BSN degree.
7. If you are employed in the same location where you plan to complete your Senior Clinical Practicum hours, you can reach out to the facility’s clinical education department to locate a preceptor. NOTE: Students interested in Jackson Health System or Baptist Hospitals may **not** contact the facility’s clinical education department directly. Additionally, Students who are not planning on completing clinical hours where they work are **not** to contact the clinical education department or human resources department of the clinical location they are pursuing.
8. Practicum hours are overseen by the faculty member assigned to the course and may include preparation, projects, seminar, and other assignments as determined by the instructor. Hours can be arranged around your own and your preceptor’s work schedule.
9. Students MUST have the following
 - a. A completed Practicum Request Form,
 - b. Compliance Status approved for ALL sections of the clinical clearance requirements for the *entire* duration of the term,
 - c. Excelsior College official transcript with all three Challenge Exams submitted to the RN to BSN Department, and
 - d. A completed Final Semester Enrollment Request Form submitted the by the following deadline dates:
 - Spring Final Semester: **November 1st**
 - Summer Final Semester: **March 1st**
 - Fall Final Semester: **June 1st**

I acknowledge receipt and agreement with the above RN to BSN Clinical Requirements Information:

PRINT NAME: _____ DATE: _____

SIGNATURE: _____



FLORIDA INTERNATIONAL UNIVERSITY
NICOLE WERTHEIM COLLEGE OF NURSING & HEALTH SCIENCES
RN-BSN ONLINE TRACK: INFORMATION ON SENIOR CLINICAL PRACTICUM

Clinical Education Personnel

Clinical Education Department			
Name:	Bruce Yap	Joy B. Kross	Elizabeth Olafson
Position:	Office Specialist	Program Specialist	Director of Clinical Education
Email:	byap@fiu.edu	jkross@fiu.edu	eolafson@fiu.edu
Phone:	305-348-4416	305-348-0039	305-348-7735

NUR4945: Senior Clinical Practicum Course (120 practicum hours)

Clinical Practicum Hours Appropriate Preceptor:

This RN-BSN Senior Practicum course allows transition from student to graduate role through leadership experiences in selected settings. The course will prepare you to move into leadership roles in the clinical setting, which can fulfill and advance careers for RN's with a BSN. To maximize your practicum time in this course, it is best to seek a preceptor within your facility. Preceptors who are advanced practice nurses, i.e., clinical nurse specialists and nurse practitioners, who solely are in the role of primary care providers, are not an appropriate preceptors for this course and will not be approved. Such nursing roles are not appropriate for this course because you cannot transition into that role with a BSN degree and because the experience with that preceptor will not meet the objectives of this course. Practicum hours to gain clinical nursing skills in a specialized hospital unit floor, such as Dialysis, ER or ICU will not meet objectives for this course, and practicum requests for these types of experiences will not be approved.

You can complete your clinical hours in the same facility in which you are employed (except Baptist Health System – please see below) so long as it is NOT in the same unit. You cannot participate in any direct patient care, and your preceptor can not have as part of their position's responsibility any direct patient care assignments. The RN leader you choose to be your preceptor must have their immediate supervisor approve him or her to be your preceptor for 120 clinical hours.**

Note: Clinical practicums should be related to your area of expertise and past work history as an RN. Practicum requests in areas other than your area of expertise are not appropriate for this course. The learning curve is too great to work with nurse leaders in these areas if you do not have RN clinical experience related to this practice.

****ALL Preceptors must have a minimum of a BSN/RN degree and certification.**

The following practicum experiences are appropriate for this course:

- | | |
|-------------------------------|---|
| Quality Assurance | Research Faculty |
| Risk Management/Legal Nurse | Research Leader Healthcare Facility |
| Consultant | Research Clinical Coordinator |
| Infection Control | Nurse Managers: Associate and Head Nurses |
| Telehealth and/or Informatics | Nurse Coordinator |
| Healthcare Educator | Case Management and/or Liaisons |
| Simulation Faculty | Other similar leadership experiences |
| Distance Learning Faculty | |

Sign with Initials



**** Jackson Health Systems (JHS):** Students who want to complete hours at Jackson Health Systems (JHS) and who work at JHS will be assigned a preceptor by the faculty of the course. JHS pre-schedules student placements per unit, and FIU has no method of changing the units provided. The faculty of this center will place students with nurse leaders in the units available. Students cannot seek their own preceptors at JHS. **RECOMMENDED:** Students who are *approved* to enroll for the final semester courses are advised to complete and submit all JHS required paperwork to the assigned Senior Clinical Practicum Faculty **as soon as possible**. Clinical placements at JHS are LIMITED.

*****Baptist Hospitals:** If you plan on completing your clinical hours at Baptist Health Systems and you work at Baptist, you **CANNOT** complete your hours in the SAME hospital in which you work; however, you can complete clinical hours at another Baptist facility. Securing clinical placement is not guaranteed and may take up to 30 days for site approval.

I acknowledge receipt and agreement of the above RN to BSN Senior Clinical Practicum Course Information:

PRINT NAME: _____ DATE: _____

SIGNATURE: _____



FLORIDA INTERNATIONAL UNIVERSITY
NICOLE WERTHEIM COLLEGE OF NURSING & HEALTH SCIENCES
RN-BSN ONLINE TRACK: INFORMATION ON CARE OF COMMUNITIES

NUR 4636C: Care of Communities: Community Health Course (30 practicum hours)

The purpose of this course is to build upon all professional roles of the nurse, synthesis and evaluation of the nursing process to be utilized in assisting the individual, family and community in primary settings, i.e., public health centers, visiting nurse centers and family welfare centers. The goals of health promotion, health maintenance and rehabilitation and disease prevention are emphasized. The student operationalizes the professional roles of collaborator as a dependent, interdependent and independent practitioner in a changing, multicultural, global society. Teaching strategies include on-line discussions and exams, audio-visual aids, textbook and internet readings, web searches and clinical activities.

Your clinical sites must meet the following criteria:

- Community based
- Health care related
- Must be within your future scope and role of a nurse, utilizing some of the skills and knowledge you have already obtained
- Must be an activity you have not done in the past
- Cannot be work related
- Must serve an underserved population (For example: Poor, Homeless, People without access to healthcare, Illegals, etc.)

A list of previously approved clinical sites can be found with the Clinical Log on the Course Content page and the Assignment Dropbox. You can use multiple sites to complete your hours. Your planned clinical hours **must be approved by the faculty prior to the start of the clinical.**

As part of the NUR 4636C Care of Communities: Community Health course, you are required to complete 30 hours of Community Clinical that must be met to satisfy the course criteria:

- These clinical hours have specific requirements that will be found in the syllabus. It is your responsibility to identify and make arrangements for such clinical hours in a setting that satisfies the clinical criteria found in the syllabus.
- The clinical site must first be approved by the faculty unless the clinical site is on a pre-approved clinical site list posted on the course Blackboard site for that semester.
- You may need to accommodate your work/life schedule and may need to take time off to complete these requirements and that a conflict with your work/life schedule is not a justification to grieve any challenges you may have in meeting this objective.
- Taking initiative in finding a clinical site, being proactive and eloquent in making contact with the appropriate persons at the site, having your clinical hours approved at the site, managing multiple tasks, goals and objectives, being able to adapt appropriately to change, multi-tasking, and effectively managing challenges is part of the expected growth in this course and this activity, and is in particular expected of Bachelor's prepared nurses groomed for leadership positions.
- If modifying your work/life schedule to meet the course requirements is challenging, you should re-consider taking this course in the following term.

I acknowledge receipt and agreement of the above RN to BSN Care of Communities: Community Health Course Information:

PRINT NAME: _____ DATE: _____

SIGNATURE: _____



**FLORIDA INTERNATIONAL UNIVERSITY
 NICOLE WERTHEIM COLLEGE OF NURSING & HEALTH SCIENCES
 CONSENT AND RELEASE AUTHORIZATION FORM**

I authorize Florida International University, and clinical facilities and training sites, whether in or outside the State of Florida, to receive criminal background check, drug testing, and health reports on me in conjunction with my status as a student requesting placement in clinical facilities and training sites. It is my responsibility to keep the clinical requirements current for each semester. I should keep all original documents and be prepared to show them each semester if requested by the assigned health care facility. It is possible that participation at a particular facility may necessitate additional screening or that additional screening may be required during the course of the program (this may incur an additional cost at that time).

I further authorize Florida International University to release the criminal background check, drug testing, and health reports to clinical facilities and training sites to which I am assigned for clinical education. I understand that any statements that I have placed in my records commenting on contested information contained in the records listed above will be released along with the records to which they relate.

I understand agencies may refuse me access to clients/patients based on information contained in the reports and that their criteria may differ from the criteria of the Nicole Wertheim College of Nursing and Health Sciences.

I release the Nicole Wertheim College of Nursing and Health Sciences, Florida International University, the Florida International University Board of Trustees, the Board of Governors, the State of Florida, and their trustees, officers, directors, employees and agents from any liability or damage in connection with the release of criminal background check, drug testing and health information.

I understand that I have the right to respond in writing to the information and to pursue an appeal of a negative decision made by the Dean of the Nicole Wertheim College of Nursing and Health Sciences or her/his designee.

As a condition of participating in the Program, I shall abide by the terms of this statement and notify the University of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 894, Florida Statutes, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 48 hours after such conviction.

Student Signature

Panther Number

Student Name (Print)

Phone Number

Date

Email

Check Track

BSN
OT

MSN
PT

CNRA
CSD

RN-BSN
AT

FEP-MSN
VBSN



FLORIDA INTERNATIONAL UNIVERSITY
NICOLE WERTHEIM COLLEGE OF NURSING & HEALTH SCIENCES
ATTESTATION FORM

I, _____, attest to the following (select one of the following):

_____ I have not been charged with, or convicted of, a criminal offense nor have I become the subject of any criminal proceedings in any manner whatsoever.

_____ I have disclosed in writing to the Program Director or designee any charges or convictions that I have been the subject of, and any instance in which I have been the subject of any criminal proceeding.

Furthermore, I attest that I am a student in good standing at Florida International University.

I understand that I must inform the program director or designee in writing within 48 hours if at any time I am convicted/charged with a criminal offense, have become the subject of any criminal proceedings or if I am no longer considered a student in good standing at Florida International University.

I understand agencies may refuse my access to clients/patients based on information contained in my background screening reports or my status as a student at Florida International University. Agencies criteria for students may differ from the criteria of the Nicole Wertheim College of Nursing and Health Sciences.

I release Florida International University, the Florida International University Board of Trustees, the Board of Governors, the State of Florida, and their trustees, officers, directors, employees and agents from any liability or damage in connection with the release of criminal background check.

If at any time during the course of my participation in a NWCNHS program I am either arrested, charged, or convicted, I must disclose such an event to the Program Director or designee in writing regardless of the nature or the seriousness of the offense for which I am arrested, charged, or convicted no later than 48 hours after such an event. Failure to do so may result in my dismissal from the program.

Student Signature

**Department
(Nursing, PT, OT, CSD, or AT)**

Student Name (Print)

Panther Number

Date



FLORIDA INTERNATIONAL UNIVERSITY
NICOLE WERTHEIM COLLEGE OF NURSING AND HEALTH SCIENCES
RN-BSN ONLINE TRACK: CURRICULUM & ADMISSION INFORMATION

1. Applicants to the RN to BSN track must meet the minimum admission criteria in place at time of application in order to qualify for admission to the RN to BSN Track. **Conditionally admitted** students have until the end of the first term of enrollment to submit any outstanding materials to the RN to BSN Coordinators. If a student does not submit all outstanding materials by the end of the first term of enrollment, a hold will be placed on the student’s account and the student **will not** be permitted to proceed in the RN to BSN Track.
2. A minimum cumulative 2.75 GPA in all nursing coursework, ASN. Students who hold an ASN degree from a non-regionally accredited educational institution or a nursing diploma **MUST** have earned the degree/diploma from an ACEN accredited institution and **MUST** have obtained an Associate in Arts (AA) from a Florida State System College or a bachelor degree in another field from any regionally accredited educational institution prior to entering FIU’s RN to BSN Track.
3. To remain in good academic standing students must achieve a **grade of 'C' or higher in nursing courses**. A student who earns less than a 'C' in any nursing course will be required to repeat the course in order to progress in the nursing program. A student may repeat a course one time only. **Students who have failed two nursing courses or have two failures in the same nursing course will be dismissed from the program.** Refer to the Undergraduate (BSN) Student Handbook for grading scale information, located under section *Grades and Grading* (link below). Also, RN-BSN students are only allowed two “C’s” in nursing courses. **Beginning Fall 2016, students who have earned three or more “C” grades in their nursing courses will be dismissed from the program.**
4. Once admitted, students are to remain continuously enrolled at FIU, taking at least one RN to BSN course per semester. A student who is not enrolled in any coursework for three or more consecutive terms is no longer considered an active FIU student and will be required to apply for re-admission. Students reapplying to the RN to BSN Track must meet the University and program regulations in effect at the time of re-admission, including RN to BSN Track GPA and ASN or Diploma Nursing Program accreditation requirements.
5. When seeking readmission, a returning RN to BSN student must meet with a NWCNHS academic advisor to determine how their previous coursework will fit within the current RN to BSN curriculum requirements in effect at the time of readmission. RN to BSN coursework completed five (5) or more years previously **may not** be used towards degree completion and/or **may need to be repeated**. Dismissed students must wait 5 years before reapplying and petitioning for readmission.
6. RN-BSN students **MUST** check their FIU e-mail and dashboard on a regular basis for important university and course information and correspondence. Students also need to regularly check their Panther Degree Audit (PDA) which can be found on their student dashboard as it is the official academic plan for the RN to BSN Track.
7. The Undergraduate (BSN) Student Handbook (<http://cnhs.fiu.edu/nursing/undergrad/bsn-programs/student-policies-procedures/index.html>) covers the policies and procedures of the program and has been reviewed.
8. The RN-BSN Track requires extensive time and dedication; therefore, in order to achieve academic success, students are expected to plan accordingly, especially if working full-time in addition to taking classes.

I acknowledge receipt and agreement with the above RN to BSN Track Curriculum & Admission Information:

PRINT NAME: _____ DATE: _____

SIGNATURE: _____