

Licensed Practical Nurse to Registered Nurse Option (LPN to RN)

Information and Application Packet 2021-2022

PROGRAM DESCRIPTION

Schoolcraft College offers an option for Licensed Practical Nurses (LPNs) who are interested in becoming Registered Nurses (RNs) with an Associate of Applied Science (AAS) in nursing education. This is not a separate program but an advanced placement option within the Nursing Career Ladder Curriculum (NCLC).

- Following successful completion of the RN program requirements, students are eligible to apply for licensure as a Registered Nurse (RN).
- Students should meet with an Academic Advisor to review general education courses that may be transferred toward the degree. Students are accepted after pre admission requirements are met and as space is available.
- Applications are accepted on a continual basis for Fall Semester of each year and the number of placements varies per year.

The Nursing Career Ladder Curriculum (NCLC) is rigorous and challenging. It requires a high level of student commitment and mastery of content in many academic areas. Important information about the Nursing Career Ladder Curriculum:

- Nursing courses are offered during day/afternoon sessions at the Livonia campus. Second year courses are scheduled into four 7-week sessions.
- In addition to lecture and laboratory, clinical practice is required. Students must meet requirements as designated by the department, college, and clinical facilities. Clinical sessions are offered on day or afternoon shifts with potential weekend rotations. Courses typically include one day of theory and two days of clinical sessions. The clinical days may not be sequential days of the week and will vary based on clinical site availability. The nursing programs are approved by the Michigan Board of Nursing and have received additional national Accreditation Commission for Education in Nursing (ACEN). For more information on MI-Board of Nursing approval and licensure please contact:

- LARA Department of Licensing and Regulatory Affairs
Bureau of Health Care Services
Board of Nursing
611 West Ottawa Street
P.O. Box 30670
Lansing, MI 48909-8170
517-335-0318
bhcsinfo@michigan.gov
www.michigan.gov/LARA
- The nursing associate degree and practical programs are accredited by the Accreditation Commission for Education in Nursing (ACEN). For further information, please contact:
Accreditation Commission for Education in Nursing (ACEN)
3343 Peachtree Road NE, Suite 850
Atlanta, GA 30326
404-975-5000
info@acenursing.org

Completion of program requirements provides students with eligibility to take NCLEX exams in the state of Michigan. Students who wish to take the state board exam in another state should check the National Council of State Boards of Nursing website <https://www.ncsbn.org/14730.htm> to clarify requirements in that state.

**Preparing to apply to the Licensed
PracticalNurse to Registered Nurse Option
(LPN to RN)**

1. Have an LPN license
2. Have LPN work experience or recent PN program graduation within the last two years
3. Apply to Schoolcraft College
4. Send transcripts
5. Meet with Academic Advisor
6. Complete BIOL 236, or BIOL 237 and BIOL 238 with a minimum of 3.0/B 80% or higher
7. Complete first within a set of General Education English Communication courses with a minimum grade of 2.0/C. ENG 101- English Composition 1 recommended
8. Complete PSYCH 201 Introductory Psychology with a minimum grade of 2.0/C.
9. Complete one of the following MATH courses: MATH 102,111, 113, or higher with a minimum of 2.0/C
(See page 4, # 9)
10. Achieve minimum scores on TEAS andrequest ATI send scores to college
11. Attain a 2.5/C+ or better cumulative grade point average

**Apply for LPN to RN
Placement**

12. Complete LPN to RN application with Academic Advisor

**Acceptance to LPN to RN
program**

Begin NCLC course work in Fall startsemester. Student may take other general education courses towards BSN degree in meantime

APPLICATION REQUIREMENTS

The LPN to RN Option application is attached to the end of this packet. Please complete the application after reviewing and meeting the following requirements:

<p>1. LPN License</p>	<p>Hold an active, unrestricted LPN license in the State of Michigan. Students having licensure in states other than Michigan should contact LARA Department of Licensing and Regulatory Affairs to complete the reciprocity process.</p>
<p>2. LPN Work Experience</p>	<p>Have current work experience as an LPN <i>or</i> recent graduate from a practical nurse program within the last two years. <u>Attach an updated copy of your resume</u> (including job description and nursing activities) and pay stub indicating the number of hours worked. (If student does not want to attach pay stub, the Nursing Office will send for verification directly from the employer (s) utilizing the Release of Employment Information form.)</p>
<p>3. Apply to Schoolcraft College</p>	<p>Apply to Schoolcraft College on-line at www.schoolcraft.edu.</p>
<p>4. Transcripts</p>	<p>It is recommended you request official undergraduate transcripts from <u>all</u> colleges and universities previously attended. Transcripts must be sent directly from the issuing college or university to Schoolcraft College Records Office.</p> <p>To confirm that transcripts have been received, contact the Answer Center & Help Line at 734-462-4426.</p>
<p>5. Advising</p>	<p>The nursing program requires minimum assessment levels of course work in the areas of math, reading, and writing. Students should meet with an academic advisor to develop an academic plan and retain a copy of their degree audit for submission with this application. Students with prior college level work or a degree may be exempt from general college placement testing. Students who have submitted ACT or SAT scores that are less than three years old to the Records Office may also be exempt from assessment testing. Contact the Academic Advising Center at 734-462-4429 to make an appointment to discuss an academic plan and preparation for the TEAS (nursing entrance) exam.</p> <p>Nursing students should possess and maintain the following to be able to adequately communicate, make decisions, manipulate equipment, perform procedures, and provide indirect or direct quality care for clients in a variety of healthcare settings:</p> <ol style="list-style-type: none"> 1. Sufficient intellectual, psychological, and emotional capabilities 2. Sufficient capacity to concentrate for sustained periods of time 3. Sufficient communication skills 4. Sufficient visual acuity 5. Sufficient auditory perception 6. Sufficient gross and fine motor coordination 7. Sufficient physical abilities and strength required to push, pull, transfer or move objects/clients utilizing safe patient handling techniques; ability to lift 35 pounds 8. Sufficient physical stamina to remain standing for long periods of time <p>Students potentially needing accommodations may review further information at http://www.schoolcraft.edu/dss/disability-support-services Students may also schedule an appointment with Disability Support Services at 734-462-4330 regarding options to ensure equal access to programs and activities.</p>
<p>6. Anatomy & Physiology Prerequisite</p>	<p>Complete BIOL 236 <i>Human Anatomy & Physiology</i> with a minimum grade of <u>3.0/B</u>. - or - Complete BIOL 237 <i>Principles of Human Anatomy & Physiology 1</i> with a minimum grade of <u>3.0/B</u>. <i>and</i> BIOL 238 <i>Principles of Human Anatomy & Physiology 2</i> with a minimum grade of <u>3.0/B</u>.</p> <p><i>(Students should meet with an academic advisor to determine the biology courses recommended for students planning to pursue a BSN in the future. There are no expiration dates for acceptable BIOL courses.)</i></p>
<p>7. English Communication Prerequisite</p>	<p>Select first within a set of General Education English Communication courses with a minimum grade of 2.0. ENG 101- English Composition 1 recommended.</p>
<p>8. Introductory</p>	<p>Complete PSYCH 201 <i>Introductory Psychology</i> with a minimum grade of 2.0/C.</p>

<p>9. Mathematics Prerequisite</p>	<p>Select one Mathematics course from the following list:</p> <p>MATH 102 <i>Technical Mathematics</i> with a minimum grade of 2.0/C. MATH 111 <i>Applications-Utility of Math</i> with a minimum grade of 2.0/C. MATH 113 <i>Intermediate Algebra for College Students</i> with a minimum grade of 2.0/C. OR higher Mathematics course with a minimum grade of 2.0/C.</p> <p><i>Students should meet with an advisor to determine courses that satisfy academic goals and future BSN program requirements. Math 102 does not transfer towards a BSN degree.</i></p>
<p>10. Admission Exam</p>	<p>The TEAS Exam (Test of Essential Academic Skills) is a multiple-choice exam that must be taken using the online version. The TEAS Exam includes:</p> <ul style="list-style-type: none"> ○ 31% Reading: Key Ideas & Details (15%), Craft & Structure (9%), Integration of Knowledge & Ideas (7%) ○ 16% English and Language: Convention of Standard English (6%), Knowledge of Language (6%), Vocabulary Acquisition (4%) ○ 31% Science: Human Anatomy & Physiology (21%), Life & Physical Science (5%), Scientific Reasoning (5%) ○ 22% Mathematics: Number & Algebra (16%), Measurement & Data (6%) <p>Achieve the required minimum scores on the <u>ONLINE</u> TEAS Exam (Test of Essential Academic Skills) within two attempts. Student may take the TEAS exam a maximum of 2 times within a 12-month period. Students may not take a third attempt until the first test date attempt expires. (Students are responsible for determining if the Testing Center is providing the online version of the exam prior to testing. Written exam results will not be accepted as all nursing courses utilize computerized testing throughout the program.) TEAS Online exam scores are accepted from other institutions if student has ATI send the official test results to Schoolcraft College. The highest score for each section will be accepted. Students must complete all sections of the TEAS Exam with each attempt for scores to be accepted and composite score must still be 60 or higher. Test scores are valid for 1 (one) year <u>unless</u> the admission test requirement has changed.</p> <p>Minimum TEAS Exam scores required are: Composite: 60% (Adjusted Individual Total Score), 68% Reading, 60% English, 60% Math, 50% Science. Only the online TEAS Exam Scores will be accepted as submitted from ATI to Schoolcraft College.</p> <p>Students who may need academic testing accommodations should meet with Disability Support Services Office (734-462-4330) <u>prior</u> to taking the exam.</p> <p>The Schoolcraft College Continuing Education and Professional Development Center has a preparation course available to assist with test success http://www.schoolcraft.edu/cepd/CEPD and the ATI website also has study materials and practice exams available. The Schoolcraft College Learning Support Services department also provides free personalized TEAS prep plans for success through one-on-one and group formats. To inquire about support for the TEAS, please contact teasprep@schoolcraft.edu (734-462-7359).</p> <p>TEAS Exam attempts at Schoolcraft College are scheduled in advance. Fees paid are non-refundable and non-transferrable. Students needing to change testing dates will need to pay the full fee. Obtain more information regarding the TEAS exam: https://www.schoolcraft.edu/testingcenter/teas</p>
<p>11. Cumulative GPA</p>	<p>Attain a cumulative grade point average of 2.5/C+ or better for all college level prerequisites and supportive courses.</p>
<p>12. Apply for LPN to RN Placement</p>	<p>Complete the student portion of the application and meet with an academic advisor to sign off on the application (see ATTACHMENT A). Submit the attached application and degree audit (received from Advising) to the Nursing Office. Applications are reviewed on a continual basis.</p> <p>All pre-requisites must be completed (with a grade entered) PRIOR to submission of application for the application to be considered for admission.</p> <p>Students who are accepted will receive a letter indicating acceptance and Fall start year. If all student spaces are full, students will be admitted to the next year's Fall start cohort, and will also be eligible to move up to the current year (depending on application date), if other students defer or do not meet other requirement deadlines and admission is cancelled. Students who do not respond to correspondence by deadlines will be cancelled.</p> <p>Admission will be cancelled if students do not meet nursing department deadlines for other pre-admission requirements such as orientation and health requirements. Specific information on orientation and other requirements will be sent via Schoolcraft email when available. For applications submitted August 1 or later, students will be placed on the next Fall admit start list.</p> <p>Students may defer their admission only one time, otherwise, the student will need to reapply and meet the application requirements at that time. Students who do not meet nursing department deadlines will be cancelled and will need to reapply. Students who reapply then cancel or get cancelled a second time will not be readmitted to the NCLC.</p>
<p>Begin NCLC course work in the Fall start semester</p>	<p>See the chart below for other general education/supportive courses required to fulfill requirements for the Associate of Applied Sciences in Nursing degree-General Education Humanities course with a minimum grade of 2.0. HUM 106 – Introduction to Art & Music recommended. Select second within a set of General Education English Communication courses with a minimum grade of 2.0. ENG 102 - English Composition 2 recommended.</p>

SAMPLE COURSE SCHEDULE

PREREQUISITE COLLEGE LEVEL COURSES		
(These PREREQUISITE courses must be completed prior to submitting an application for LPN to RN Option.)		
Course Number	Course Name	Credit Hours
BIOLOGY 236 OR	BIOL 236 Anatomy & Physiology with a minimum grade of 3.0* OR	5 OR
BIOLOGY 237 AND	BIOL 237 Principles of Human Anatomy & Physiology 1 with a minimum grade of 3.0* AND	4
ANDBIOLOGY 238	BIOL 238 Principles of Human Anatomy & Physiology 2 with a minimum grade of 3.0*	4
• <i>Students who plan to transfer to a baccalaureate program should take the BIOL 237 & 238 sequence. *B/80% or higher</i>		
English Communication	Select first within a set of General Education English Communication courses with a minimum grade of 2.0. ENG 101- English Composition 1 recommended	3
PSYCHOLOGY 201	Introductory Psychology with a minimum grade of 2.0	4
Mathematics**	Select one of the following, or higher Math course, with a minimum grade of 2.0: MATH 102 – Technical Mathematics MATH 111 – Applications – Utility of Math MATH 113 – Intermediate Algebra for College Students	4
Hold an active, unrestricted LPN license in the State of Michigan		

FALL SEMESTER		
Course Number	Course Name	Credit Hours
NURSING 205	Advanced Medical-Surgical Nursing	4.5
NURSING 248	Maternal-Child Nursing 2	5
English Communication*	Select second within a set of General Education English Communication courses with a minimum grade of 2.0. ENG 102- English Composition 2 recommended	3

WINTER SEMESTER		
Course Number	Course Name	Credit Hours
NURSING 246	Psychiatric mental Health Nursing	4
NURSING 250	Advanced Concepts in Registered Nursing	4.5
Humanities*	Select General Education Humanities course with a minimum grade of 2.0. HUM 106 - Introduction to Art & Music recommended	1

This program schedule is subject to change based on Board of Nursing regulations, curricular changes, institutional policy, and program needs.

* The courses are supportive courses that must be completed before the end of Nursing 250 (last nursing course). It is suggested that students take the supportive courses prior to starting the nursing courses if time permits but work with an academic advisor to discuss plans that include financial aid credit requirements per semester.

Some of the required supportive courses are offered as Distance Learning courses through the Schoolcraft College Distance Learning Program. For specific questions, call 734-462-4532.

Schoolcraft College will also award college credits for CLEP (College Level Examination Program) tests for several of the courses i.e., English 101 and Psychology 201. For specific information regarding CLEP exam, please contact 734-462-4806.

** Mathematics - students should meet with an advisor to determine courses that satisfy academic goals and BSN program requirements. Math 102 does not transfer towards a BSN degree.

COLLEGE SUCCESS COURSE

To provide students an opportunity to develop the skills necessary for the demanding field of nursing education, the College offers a nursing specific section of COLLS 130 (Applied Learning Theory for Nursing Majors). This optional course provides instruction on reading efficiency and speed techniques, learning/study strategies, and critical thinking/test taking skills using nursing materials and concepts. Students can contact Academic Advising at 734-462-4429 for more information.

OTHER PROGRAM NOTES

- Nursing courses must be taken in sequence or assigned rotation. A minimum grade of 80% in each nursing course and satisfactory clinical performance is required for progression to the next nursing course.
- Computer lab usage is required in this program. All nursing courses utilize computerized assignments and on-line testing.

ACCEPTANCE

- The order of acceptance of qualified applicants will be based on the date the College receives a **valid** application for LPN to RN placement. An application is **valid** only if **all** of the requirements listed in this document have been met.
- In the event more than one qualified student applies on the same day for the last remaining spot, the applicant with the highest cumulative grade point average in the prerequisite courses will be selected.
- Students will be notified of any incomplete applications. Missing items must be submitted for the application to be valid.

- Students will receive application letter and any further required forms and procedures via US mail or email upon review of application. Students are responsible for notifying the nursing department at nursing@schoolcraft.edu if there are any address changes. Students will be emailed an information packet approximately 4 months prior to start fall semester.
- The College expects to have spaces available for the LPN to RN option; however, the number of spaces may vary each year. Once the current fall cohort is full, the applicant will receive a letter regarding potential admission to the current or following fall cohort based on space availability.
- Admission will be cancelled if students do not meet nursing department deadlines for other pre-admission requirements such as orientation and health requirements. Specific information on orientation and other requirements will be sent via Schoolcraft email when available. For applications submitted August 1 or later, students will be placed on the next Fall admit start list.
- Students may defer their admission only one time, otherwise, the student will need to reapply and meet the application requirements at that time. Students who do not meet nursing department deadlines will be cancelled and will need to reapply. Students who reapply then cancel or get cancelled a second time will not be readmitted to the NCLC.

MANDATORY REQUIREMENTS PRIOR TO PROGRAM FALL REGISTRATION by provided deadlines *(Requirements subject to change.)*

After acceptance, students will receive a packet of information in the mail or via email later regarding post admission requirements. The packet will contain specific deadline dates and further details for the following requirements:

1. Participate in a mandatory LPN to RN Student Orientation session.
2. Demonstrate satisfactory performance on clinical skills during a Skills Review session.
3. Achieve 100% on a Medication Math Proficiency Exam (includes IV therapy calculations). Complete the medication dosage calculations packet prior to the orientation, as the first attempt will be at the orientation session.
4. Complete specified ATI computerized tests.
5. Personal Interview with the Nursing Resource Instructor to discuss educational goals, previous work experience, learning techniques/strategies, and recommendations for success in the program.
6. Complete all health/clinical placement requirements including a health questionnaire/physical exam, TB testing, immunization records, a negative urine drug screen on first attempt, and pass a criminal background check by nursing office deadline dates.
7. Complete an academic audit with an academic advisor and submit copy to the nursing office prior to registration for nursing courses.
8. Students who do not meet the Nursing Department requirements/deadlines will be canceled.

An authorization permit to register for courses is only issued by the Nursing Office upon completion of any requirements as specified in correspondence.

Students are emailed when petitions are entered.

PLEASE NOTE: *Requirements for admission to the LPN to RN Option are subject to change at any time. If you have any questions or need updates on applicable changes, contact the Nursing Office at 734-462-4401 or nursing@schoolcraft.edu.*

ESTIMATION OF TUITION AND FEES

ESTIMATE OF TUITION AND FEES

LPN TO RN OPTION

	Resident	Non-Resident
Tuition (<i>residents=\$126/credit hour; non-residents=\$182/credit hour</i>)	\$4,788.00	\$6,916.00
Registration Fee (<i>\$43/semester</i>)	\$86.00	\$86.00
Instructional Equipment Fee (<i>\$10/credit hour</i>)	\$380.00	\$380.00
Service Fee (<i>\$8/credit hour</i>)	\$304.00	\$304.00
Infrastructure Fee (<i>\$8/credit hour</i>)	\$304.00	\$304.00
Course Fees	\$2,833.00	\$2,833.00
Additional Expenses (<i>Approximate</i>)		
ATI Computerized Testing Package	\$450.00	\$450.00
Books	\$1,500.00	\$1,500.00
Background Check	\$10.00	\$10.00
Drug Screen	\$35.00	\$35.00
ACE MAPP (clinical requirements website access)	\$50.00	\$50.00
Uniform	\$150.00	\$150.00
Clinical Supplies (penlight, scissors, stethoscope)	\$90.00	\$90.00
Application fee for Licensure & NCLEX	\$326.00	\$326.00
Total	\$11,306.00	\$13,434.00

*The above figures are based on 2021-2022 rates and are subject to change. A Resident student is one whose legal residence is in the school District of Clarenceville, Garden City, Livonia, Northville, Plymouth-Canton, or part of Novi. All other students who are legal residents in Michigan are considered Non-Residents.

NOTE: Requirements for admission to the LPN to RN Option are subject to change at any time.

Please contact the Nursing Office for updates of any applicable changes.

Phone: 734-462-4401 Fax: 734-462-4473

Email: nursing@schoolcraft.edu Web: www.schoolcraft.edu

It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed, or handicap, be excluded from participating in, be denied benefits of, or be subjected to discrimination during any program or activity or in employment.



LPN to RN Option Application 2021-2022

This application is required for the LPN to RN Option. Review and meet **all** requirements on this application. (Program requirements are subject to change.)

- 1) Completion of **all** sections of this application **with** signatures from an academic advisor. The academic advisor will submit the application to the Nursing Office.
- 2) Applications are accepted on a continual basis and the number of placements may vary per year. In the event several applications are received on the same day, the student with the highest GPA for the prerequisite courses will be admitted first.
- 3) Incomplete applications will not be considered for acceptance until all items are complete.

Section I: To be completed by Student

Demographic information on this application must match the information on record in the Record's Office at Schoolcraft College.

Name

_____ Last First Middle Former (If Applicable)

Address

_____ Number Street Apt. City State Zip + 4 Digit Code

Cell Phone

() _____

Home Phone

() _____

Schoolcraft Email

Personal Email

Birth Date

_____ Month / Day / Year

Student Number

Social Security Number

_____ Last 4 Digits

It is the policy of Schoolcraft College that no person shall, on the basis of race, color, national origin, gender, age, marital status, creed, or handicap, be excluded from participating in, be denied the benefits of, or be subjected to discrimination during any program or activity or in employment.

Section II: To be completed with Academic Advisor

THE ITEMS IN SECTION II ARE REQUIRED. MEET WITH AN ACADEMIC ADVISOR TO OBTAIN APPROPRIATE INITIALS/SIGNATURES.

1. **Proof of LPN licensure – Nursing office will verify. Academic Advisor will determine if students needs to do form and pay fee to bring in LPN credits.**

2. LPN EMPLOYMENT HISTORY Provide documentation of current work experience as an LPN (resume & pay stub).

Student:

- Attach a copy of pay stub(s) indicating hours worked. If student does not want to attach pay stub, the nursing office will send for verification directly from the employer as long as student has signed the Release of Employment form on next page.
- Complete Release of Employment form (last page) if not submitting pay stub.
- Attach a copy of current resume including job titles and nursing activities.

Academic Advisor
Initials

Date

Academic Advisor Initials	Print Academic Advisor Name	Academic Advisor Signature

3. Apply to Schoolcraft College

4. Send official transcripts

5. Meet with an Academic Advisor Take a college assessment test unless you are exempt (approved by an academic advisor).

Student:

- has taken assessment test or
 - is exempt: has prior college level work, prior degree, or ACT/SAT less than 3 years old
- Also,
- attach degree audit to application**

Academic Advisor
Initials

Date

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6. BIOL 236 or (BIOL 237 and BIOL 238) or equivalent. Complete Anatomy and Physiology with a minimum grade of 3.0/B. Check GPA scale from institution. There is no time limit restriction on biology credits for nursing admission.

Student:

- has successfully completed BIOL 236 (3.0/B) has successfully completed _____ 80% or better
- has successfully completed BIOL _____ with a grade of _____

Academic Advisor
Initials

Date

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7. English Communication. Select first within a set of General Education English Communication courses with a minimum grade of 2.0. ENG 101-English Composition 1 recommended

Student:

- has successfully completed ENG 101 at Schoolcraft College (2.0/C or better) OR
- has successfully completed _____
at _____ with a grade of _____

Academic Advisor
Initials

Date

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8. PSYCH 201 or equivalent. Complete Introductory Psychology course with a minimum grade of 2.0/C.

has successfully completed PSYCH 201 (2.0/C or better) ⇒ has successfully completed _____ at _____

Academic Advisor Initials	Date

9. MATH 102, 111, 113, or higher with a minimum grade of 2.0. Students should meet with an advisor to determine courses that satisfy academic goals and BSN program requirements. Math 102 does not transfer towards a BSN degree.

Student:
 has successfully completed MATH 102, 111, 113, or higher. (2.0/C or better) ⇒
 has successfully completed _____ at _____ with a grade of _____

Academic Advisor	
Initials	Date

10. NURSING ADMISSIONS TEAS EXAM

Achieve the required minimum scores on the online TEAS Exam (Test of Essential Academic Skills) within two attempts within a 12-month period. Exam scores are accepted from other institutions. Highest scores in each section on the two attempts will be accepted. Students must complete all sections of the TEAS Exam with each attempt. Test scores are valid for 1 year (from last attempt) unless the admission test requirement has changed. Minimum scores required are: Composite: 60% (Adjusted Individual Total Score), 68% Reading, 60% English, 60% Math, 50% Science. The application information and ATTACHMENT A list detailed information about the test.

Student:
 has achieved the minimum scores on the TEAS current online version within 2 attempts

Academic Advisor	
Initials	Date

	Date:	Composite:	Reading:	Math:	Science:	English:
1 st Attempt						
2 nd Attempt						

11. CUMULATIVE COLLEGE GPA Attain a 2.5/C+ or better cumulative grade point average for college level prerequisite and supportive courses.

Student:
 has a cumulative GPA of 2.5/C+ or better for all college level pre requisite and supportive courses.

Academic Advisor	
Initials	Date

12. Complete this LPN to RN application with an Academic Advisor → Application sent to Nursing Office

After acceptance, begin NCLC course work in the Fall

Section III: Application to be signed by student



Applicant Signature

Date

RETURN TO: Nursing Office, Applied Science Room 510
 Schoolcraft College
 18600 Haggerty Road
 Livonia, MI 48152-2696
 Phone: 734-462-4401
 Fax: 734-462-4473



LPN to RN Option Employment Verification Form

Part I: RELEASE OF EMPLOYMENT INFORMATION Schoolcraft College reserves the right to contact current employers to verify work experience as outlined on resume.

I authorize Schoolcraft College to contact my employers to verify my work experience as outlined on my attached resume.

Print Name

Signature

Date