Instructions for Application to the Nursing Major

- Application to the NDSU nursing program is accepted only from a student who has been **admitted to NDSU and is a pre-nursing student**. Students <u>not</u> previously enrolled at NDSU must apply both to NDSU (with a NDSU Application for Admission) and to the professional major (with the Supplemental Nursing Application form). Applications to NDSU are available on-line at http://www.ndsu.edu/prospective_students/. Click on "application and forms" and follow directions for completion.

- Current official **transcripts** from all schools attended after high school must be on file in the Office of Registration & Records. Transcripts must indicate a minimum of 27 semester hours which include English composition II, fundamentals of public speaking, psychology, sociology **or** anthropology and a minimum of 11 credits in any three of the following: general chemistry, biochemistry, microbiology and anatomy/physiology. The microbiology, anatomy/physiology and at least one chemistry must include a lab.

- Two **references** are required. Give a Reference Form to the person you are asking to provide a reference. It is appropriate to include a stamped envelope, addressed to the address given below, with the Reference Form.

- Applicants will be required to complete an **essay** prior to **MAY 20**. To sign-up for a time to complete the essay as well as additional information about the essay, please visit: www.ndsu.edu/nursing

- All application materials must be received by the nursing department **MAY 20** of the year in which application is made. **It is the applicant's responsibility to verify that all application materials have been received by the nursing office by the deadline**.

- The following **checklist** may be helpful in completing your application:

  - ☐ Application to the Nursing Program
  - ☐ Transcripts on file at the Office of Registration and Records
  - ☐ Reference #1
  - ☐ Reference #2
  - ☐ Completed Essay
  - ☐ An interview may be requested. If so, you will be notified.

Send completed NDSU Nursing Program Application form to:	Nursing Department NDSU-Dept # 2670 PO Box 6050 / 136 Sudro Hall Fargo, ND 58108-6050

If you have questions call the NDSU Nursing Department at (701)231-7395.
A Question & Answer session, sponsored by the NSDU Student Nurses' Association, will be held in April. Please watch for more details.

Application to the Nursing Major

North Dakota State University
Nursing Department
NDSU – Dept # 2670
PO Box 6050 / 136 Sudro Hall
Fargo, ND 58108-6050

THE APPLICATION DEADLINE IS MAY 20.

Name _____
   Last   First   Middle   Former name, if applicable

Mailing _____
Address   Street   City   State   ZIP

Permanent _____
Address   Street   City   State   ZIP

Telephone # _____E-mail Address:_____

Please provide NDSU ID number. _____   Date started at NDSU _____

COLLEGES OR UNIVERSITIES ATTENDED:

List **all** colleges/universities/vocational institutions you have attended in order of most recent attendance, including North Dakota State University. Please have a current transcript sent to the Nursing Department.

Name of Institution and Location   Dates Attended   Reason For Leaving
                                                                      or Degree Received

_____

_____

_____

Have you ever attended or been admitted to another program of nursing at a hospital, college or university? _____

If yes, please indicate the name and address of the program and your reason for leaving. _____

REFERENCES: All applicants are requested to supply two confidential references (non-relatives). At least one reference should be from a member of a helping profession - clergy, nurse, counselor, former college teacher.

Name	Position	Address	Telephone
1.			
2.			

PREREQUISITE COURSEWORK

Please Note: All courses required for admission must be completed by **MAY 20.** See NDSU Nursing *Fact Sheet*, *NDSU Bulletin*, website: http://www.ndsu.edu/ndsu/academic/factsheets/pharm/nursing.shtml#curriculum

AWARDS

Have you received any awards, honors or special recognition?

Have you done volunteer work in your community?

For the Class of 2010, two students will be granted admission if qualified applicants in Army or Air Force ROTC at NDSU.

Are you in Army ROTC (Reserved Officer Training Corps)? ☐ Yes ☐ No

Are you in Air Force ROTC (Reserved Officer Training Corps)? ☐ Yes ☐ No

ESSENTIAL QUALIFICATIONS

The curriculum leading to a baccalaureate degree in Nursing requires that students engage in diverse, complex, and specific experiences essential to the acquisition and practice of nursing skills and functions. Possession of certain abilities are necessary to ensure the health and safety of patients and others. Abilities needed for admission to the nursing program relate to motor skills, sensory abilities, communication, cognitive (thinking) processes, behavioral and emotional health, and professional conduct. A list of these abilities (Essential Qualifications) is included in this packet and is also available for review in the nursing department.

The nursing program will make reasonable accommodations, but is not required to make modifications that would alter the nature of the requirements of the nursing program or present an undue burden to the nursing program. An applicant who has concerns in this area is advised to meet with your faculty advisor in the nursing program.

DEPARTMENTAL REQUIREMENTS

After admission to the nursing major other documents are required. The Department of Nursing will notify you concerning dates for completion.

➢ Multi-State Criminal Background Check as well as FBI Checks. If the review disqualifies you from

   providing care, your circumstances will be individually evaluated.

➢ Health Record

➢ CPR Certification at the AHA Healthcare Provider level or American Red Cross Professional Level

INFORMATION REGARDING FUTURE LICENSURE BY BOARDS OF NURSING
In order to insure safety for clients and to avoid denial of a license by a board of nursing, it is important that you are aware of the following: Substance abuse and certain physical or mental conditions can be a cause for denial of a license to practice nursing. In addition, certain criminal conduct or offenses can be a cause for denial of a license to practice nursing. If you need further information, please contact your nursing faculty advisor, the Associate Dean for Nursing, or a state board of nursing representative. The following questions are similar to those that appear on an application for licensure.

Affirmative answer to these questions <u>do not</u> exclude you from review for admission. Your circumstances will be individually evaluated. A false answer to any of these questions will result in your not being admitted to the major or immediate dismissal from the program when the deception is discovered.

☐ Yes ☐ No 1. Have you ever been convicted of a crime other than a minor traffic offense, or been involuntarily confined based on harm to self or others?

☐ Yes ☐ No 2. Have you ever been disciplined for cheating or any other offense at any college?

☐ Yes ☐ No 3. Have you ever had a nursing registry listing marked for abuse, neglect or misappropriation of property?

If "yes," please describe on a separate sheet, offense, circumstances, and any disciplinary action taken against you. This information will be reviewed by the nursing program's Admissions and Academic Progression Committee.

"I certify, that to the best of my knowledge, all information given on this application and supporting documentation is correct and complete. I understand any omission, misinformation, or misrepresentation, may void my admission or result in dismissal or revocation of any degree awarded based upon this admission."

Applicant's Signature _____ Date_____

Reference Form

DUE May 20

PLEASE PRINT

1. Name of Applicant_____

                              Last   First   Middle   Former name, if applicable

I (do) (do not) waive my right to see this reference: _____
  (Circle one)   (Applicant signature)

NOTE: The person whose name appears above has applied for admission to the Nursing Program. It would be helpful to the nursing department if you would give us an assessment of the applicant as called for below.

2. How long have you known the candidate and in what capacity?_____

3. Please check:

	Outstanding	Very Good	Average	Below Average	Do Not Know
Integrity/Honesty					
Initiative/Motivation					
Maturity					
Ability to work with others					
Communication skills					
Empathy/caring					
Judgment					
Ability to make decisions					
Dependability					
Overall rating					

4. If you have other comments you believe might be of value to the nursing department, please state them below. (If more space is needed, continue on the back.)

Name _____   Title_____
    (please print)
Address_____
    Street   City   State   ZIP
Telephone (_____)_____   Date _____
    Area Code

SEND COMPLETED REFERENCE FORM TO:
  Nursing Department
  NDSU Dept # 2670
  PO Box 6050 / 136 Sudro Hall
  North Dakota State University
  Fargo, North Dakota 58108-6050

Deadline: MAY 20

Reference Form

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  Fargo, North Dakota 58108-6050

Deadline: MAY 20
North Dakota State University is an equal opportunity institution.   Revised1/09

Optional:

The information requested below is voluntary and will be used for summary reports required by federal, and state laws and regulations and to support institutional affirmative action efforts. It will not be used as a basis for admission or in a discriminatory manner. You will not be subjected to adverse treatment if you do not provide any of the requested information.

Gender: ☐ Male   ☐ Female   Age: _____

In which state are you a legal resident: _____

Do you have a baccalaureate degree? _____; **If yes, please specify what area** _____

                                                                Year obtained   _____

Predominant Ethnic Background (Optional - check one)

☐ African-American (Hispanic)   ☐ Caucasian

☐ American Indian or Alaskan native   ☐ Multi-Ethnic background (please list)

☐ Asian or Pacific Islander   _____

First Language _____

North Dakota State University

"Essential Qualifications of Candidates for Undergraduate Admission and Progression"

The baccalaureate degree nursing program prepares graduates to practice as a nurse and become eligible for RN licensure. The education of the nursing student entails an assimilation of knowledge, clinical skill expertise, and critical thinking abilities relying and depending upon acquired judgment. These abilities are developed by the variety of learning opportunities throughout the nursing curriculum.

During this course of study students interact closely with peers, clients, faculty, and other health professionals. They practice in a variety of situations which involve a unique combination of cognitive, psychomotor, sensory, physical and social abilities to adequately perform.

In order to complete this rigorous course of study, and to practice effectively and competently as a professional nurse one must demonstrate competence in many areas. Therefore, certain essential abilities are necessary of the candidate for admission into the nursing program. These include but are not limited to:

Gross Motor Skills
   Move within confined spaces
   Sit and maintain balance
   Stand and maintain balance
   Reach above shoulders (e.g., IV poles)
   Reach below waist (e.g, plug electrical appliance
      into wall outlets)

Fine Motor Skills
   Pick up objects with hands
   Grasp small objects with hands (e.g, IV tubing,
      pencil)
   Write with pen or pencil
   Key/type (e.g., use a computer)
   Pinch/pick or otherwise work with fingers (e.g.,
      manipulate a syringe)
   Twist (e.g., turn objects/knobs using hands)
   Squeeze with finger (e.g., eye dropper)

Physical Endurance
   Stand (e.g., at client side during surgical or
      therapeutic procedure)
   Sustain repetitive movements (e.g., CPR)
   Maintain physical tolerance (e.g., work entire shift)

Physical Strength
   Push and pull 25 pounds (e.g., position clients)
   Support 25 pounds of weight (e.g., ambulates client)
   Lift 25 pounds (e.g., pick up a child, transfer client)
   Move light objects weighing up to 10 pounds (e.g.,
      IV
      poles)
   Move heavy objects weighing from 11 to 50 pounds
   Defend self against combative client
   Carry equipment/supplies
   Use upper body strength (e.g., perform CPR,
   physically restrain a client)
   Squeeze with hands (e.g., operate fire extinguisher)

Mobility
   Twist
   Bend
   Stoop/squat
   Move quickly (e.g., response to an emergency)
   Climb (e.g., ladders/stools/stairs)
   Walk

Hearing
   Hear normal speaking level sounds (e.g., person-to-
      person report)
   Hear faint voices
   Hear faint body sounds (e.g, blood pressure
      sounds, assess placement of tubes)
   Hear in situations when not able to see lips (e.g.,
      when masks are used)
   Hear auditory alarms (e.g., monitors, fire alarms,
      call bells, infusion pumps)

Visual
   See objects up to 20 inches away (e.g., information
      on a computer screen, skin conditions)
   See objects up to 20 feet away (e.g., client in a
   room)
   See objects more than 20 feet away (e.g., client at
      end of hall)
   Use depth perception
   Use peripheral vision
   Distinguish color (e.g., color codes on supplies,
   charts,
      and bed)
   Distinguish color intensity (e.g., flushed skin, skin
      paleness)

Tactile
   Feel vibrations (e.g., palpate pulses)
   Detect temperature (e.g., skin, solutions)
   Feel differences in surface characteristics (e.g.,
      skin turgor, rashes)
   Feel differences in sizes, shapes (e.g., palpate vein,
      identify body landmarks)
   Detect environmental temperatures (e.g., check for
      drafts)

Smell
Detect odors from client (e.g., foul smelling
drainage, alcohol breath, etc.)
Detect smoke
Detect gases or noxious smells

Reading
Read and understand written documents (e.g.,
policies, protocols)

Arithmetic Competence
Read and understand columns of writing (flow
sheet,
charts)
Read digital displays
Read graphic printouts (e.g., EKG)
Calibrate equipment
Convert numbers to and/or from the Metric System
Read graphs (e.g., vital sign sheets)
Tell time
Measure time (e.g., count duration of contractions,
etc.)
Count rates (e.g., drips/minute, and pulse)
Use measuring tools (e.g., thermometer)
Read measurement marks (e.g., measurement
tapes,
scales, etc)
Add, subtract, multiply, and/or divide whole
numbers
Compute fractions (e.g., medication dosages)
Use a calculator
Write numbers in records

Emotional Stability
Establish therapeutic boundaries
Provide client with emotional support
Adapt to changing, environment/stress
Deal with the unexpected (e.g., client going bad,
crisis)
Focus attention on task
Monitor own emotions
Perform multiple responsibilities concurrently
Handle strong emotions (e.g., grief)

Source: National Council of State Boards of Nursing Inc. (1998)

Analytical Thinking
Transfer knowledge from one situation to another
Process information
Evaluate outcomes
Problem solve
Prioritize tasks
Use long term memory
Use short term memory

Critical Thinking
Identify cause-effect relationships
Plan/control activities for others
Synthesize knowledge and skills
Sequence information

Interpersonal Skills
Negotiate interpersonal conflict
Respect differences in clients
Establish rapport with clients
Establish rapport with co-workers

Communication Skills
Teach (e.g., client/family about health care)
Explain procedures
Give oral reports (e.g., report on client=s condition
to
others)
Interact with others (e.g., health care workers)
Speak on the telephone
Influence people
Direct activities of others
Convey information through writing (e.g., progress
notes)

Reasonable Accommodations for Disabilities

A candidate, upon admission, who discloses a disability and seeks accommodations related to it, should provide a written summary of the disability and deliver it to the program chair. Reasonable accommodations will be made. A candidate must be able to perform all essential functions of the student nurse either with or without accommodation
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