

# Bethel University Academic Catalog

College of Adult & Professional Studies 2019-2020

## Spring 2020 Addendum

This addendum accompanies the published pdf version of the 2019-2020 catalog for the College of Adult & Professional Studies at Bethel University. Any catalog changes, updates, and corrections in it take effect during the 2019-2020 academic year. The online catalog is consistent with this addendum.

### Table of Contents

Bachelor of Science in Nursing (RN to BSN Degree Completion) .....	2
Requirements for Admission to CAPS .....	4
Provisional Acceptance .....	5
Foundations of Academic Readiness (FAR) .....	6
Academic Progress, Probation, and Dismissal.....	7
Re-Enrollment .....	8
Course Descriptions .....	9

## Bachelor of Science in Nursing (RN to BSN Degree Completion)

The RN to BSN major is 33 credits. Students may start coursework throughout the year. Courses may be taken in any order as long as prerequisite requirements have been fulfilled.

ENGL 225R, or an equivalent transfer, is a program prerequisite and must be completed before taking the below courses. In addition, NURS 300 is recommended for students wishing to add additional acute care experience to their degree or in need of elective credits.

Code	Title	Credits
NURS 330H	Ethical Theory and Applied Nursing Ethics	3
NURS 365	The Professional Nurse <sup>1</sup>	3
NURS 400	Public Health Nursing <sup>1</sup>	3
NURS 401	Public Health Nursing Clinical <sup>1</sup>	3
NURS 410	Nursing Informatics <sup>1</sup>	3
NURS 425	Cultural Diversity in Healthcare	3
NURS 435	Introduction to Research and Evidence-Based Practice <sup>1</sup>	3
NURS 436	Application of Research to Practice <sup>1</sup>	3
NURS 485	Leadership in Nursing <sup>1</sup>	3
NURS 486	Management in Nursing <sup>1</sup>	3
NURS 495	Clinical Care Change Project <sup>1</sup>	3
<b>Nursing Major Total</b>		<b>33</b>
<b>General Education, Core Distinctives, and Elective Courses<sup>2</sup></b>		<b>89</b>
<b>Total Credits</b>		<b>122</b>

<sup>1</sup> Course must be taken for credit at Bethel.

<sup>2</sup> Elective credits include credits transferred from prior degrees and institutions.

### Admission Requirements

The RN to BSN major will consider applicants who:

- Meet the general requirements for admission to the College of Adult & Professional Studies.
- Have completed at least 60 semester credits.
- Have a combined cumulative GPA of 2.5 or higher on a 4.0 scale on previous academic work.
- Have a transcript evaluation completed to determine which, if any, outstanding course requirements or needed credits must be fulfilled.
- Submit a copy of your current, unencumbered RN license issued by the US state in which you intend to complete your clinical hours.
- Submit two Admission Reference forms—one from a supervisor and one from a colleague if employed in nursing or from a nursing instructor or professor.
- Submit documentation of current health insurance coverage (a copy of card or other proof).
- Fulfill the admission requirements for either Category A or B.

### Category A applicants must

- Hold an Associate of Science (A.S.) degree in nursing with a cumulative GPA of 2.5 or higher on a 4.0 scale from a regionally accredited institution and with a grade of C or better in each nursing course. (If any part of Category A requirements is not met, select Category B.)

### Category B applicants must

- Hold an associate's degree in nursing from a regionally accredited institution or a diploma from an accredited hospital nursing program.
- Have completed the following prerequisite college level courses from a regionally or nationally accredited institution. Each course must have earned at least two semester credits.
  - Anatomy and Physiology I (4 semester credits recommended)
  - Anatomy and Physiology II (4 semester credits recommended)
  - Chemistry (4 semester credits recommended) or Nutrition (3 semester credits recommended).
  - Lifespan Development (3 semester credits recommended)
  - Microbiology (4 semester credits recommended)
- Have earned a grade of C or better in each of the prerequisite science courses.
- Submit a current resume that includes work experience that indicates a minimum of one year of nursing experience. May be waived for direct A.S. degree transfer students; contact an enrollment counselor for details.

Note: Bethel nursing malpractice insurance coverage is required. Prior to any clinical practicum, a criminal background check must also be completed.

Applicants will be notified of their admission category status by mail following approval of the nursing department.

Applicants should have the following documents ready to submit during the program.

- Copy of current unencumbered U.S. registered nurse license
- Documentation of current health insurance coverage
- Copy of current CPR certification
- Completed Nursing Student Immunization Record which may include but not limited to:
  - Hepatitis B\*
  - Influenza\*
  - MMR\*
  - Tdap\*
  - Varicella\*
- Documentation of a negative 2-step Mantoux\* and a current negative Mantoux/chest X-ray or equivalent screening\*

Applicants will receive instructions on submission of these items in NURS400 Public Health. These items are required.

*\*Professional requirements may change at any given time. Please refer to the NURS400 course for the current list.*

Students who have not achieved the minimum GPA, grade standards, or other assessment criteria may still apply to be considered for provisional acceptance. See Admission Categories (p. 47).

## Requirements for Admission to CAPS

The College of Adult & Professional Studies will consider applicants who:

- Submit a completed application form.
- Submit official transcripts from **all** U.S. schools attended for college credit.
- Submit official evaluations of foreign transcripts from a National Association of Credential Evaluation Services (NACES) member organization, an Association of International Credentials Evaluators (AICE) member organization, or an Academic Report official evaluation from the Commission on Graduates of Foreign Nursing Schools (CGFNS) if applicable. Visit [www.naces.org](http://www.naces.org) or [aice-eval.org](http://aice-eval.org) for lists of member organizations.
- Submit an official high school transcript or GED, unless at least 30 credits have been accepted in transfer.
- Submit a current resume.
- Indicate acceptance of Bethel Community Expectations by signing the application form.
- Complete an interview, if requested by the CAPS admissions review committee.

Students who have not achieved the minimum GPA, grade standards, or other assessment criteria may still apply to be considered for provisional acceptance. See Admission Categories.

## **Provisional Acceptance**

Students entering Bethel with a cumulative college GPA below 2.0 (on a 4.0 scale) are provisionally admitted. In addition, students entering with below 45 transfer credits are provisionally admitted.

Students admitted provisionally with below 45 transfer credits and below a 2.5 cumulative college GPA will not be allowed to proceed beyond 3 courses of coursework taken for a letter grade (A - F) until all Foundations of Academic Readiness (FAR) requirements are met. These students should work with their Student Success Advisor in order to fulfill the FAR requirements at the beginning of their course of study.

## **Provisional Evaluation**

Provisionally-admitted students' Bethel GPA will be evaluated at the end of the term in which they have completed a total of 3 courses taken for a letter grade (A - F). Foundations of Academic Readiness courses will not count toward the 3 courses taken for a letter grade or be included in the GPA calculation. A provisionally-admitted student who does not achieve at least a 1.75 GPA will be academically dismissed. A student whose Bethel GPA is 1.75 or above is eligible to continue in the program once the Foundations of Academic Readiness requirements are also met. Provisionally-admitted students will be evaluated for Academic Standing starting in the term after the Provisional Evaluation occurs.

All students admitted provisionally are encouraged to meet with their Student Success Advisor immediately following matriculation to help ensure academic success.

## Foundations of Academic Readiness (FAR)

The Foundations of Academic Readiness (FAR) curriculum consists of remedial courses for students whose cumulative college GPA shows that additional preparation is needed in order to increase the probability of success in CAPS programs.

The Foundations of Academic Readiness (FAR) curriculum is required for all new students who are admitted to CAPS with a cumulative college GPA below 2.5 and with fewer than 45 transfer credits. Based on GPA, a test-out option may also be available as outlined below:

### Fewer than 45 credits

- GPA Below 2.0: FAR curriculum required. Test-out option not available
- GPA 2.0 to less than 2.5: FAR curriculum required. Test-out option available.
- GPA 2.5 and above: FAR curriculum not required

### 45 credits or more:

- FAR curriculum not required

The FAR curriculum consists of 9 credits of foundational courses that do not apply to degree, certificate, or license requirements. Foundational courses are considered remedial credit and do not apply to degree, certificate, or license requirements.

<b>Code</b>	<b>Title</b>	<b>Credits</b>
ENGL 029	Foundations of Reading and Writing I	3
ENGL 030	Foundations of Reading and Writing II	3
MATH 080	Foundations of Mathematics	3
<b>Total Credits</b>		<b>9</b>

## **Academic Progress, Probation, and Dismissal**

### **Good Standing**

Good Standing is defined as a cumulative GPA of 2.0 or above.

In the case of provisionally-admitted students, regular evaluation for Academic Standing starts in the term after the Provisional Evaluation occurs. Until regular evaluation begins, a provisionally-admitted student will be considered in Good Standing with a cumulative GPA of 1.75 or above. However, no academic standing will appear on the unofficial transcript until the term after Provisional Evaluation.

### **Academic Alert**

Difficulties in a particular course or term may be a normal part of the student experience, or they may be an early indicator of larger challenges to program completion.

Academic standing is reviewed at the end of every term in which a course or courses were completed for a grade of A - F, starting with the second term of enrollment. Students will receive a notice of Academic Alert from the Registrar's Office when the GPA for their last term in which a course or courses were completed for a grade of A - F was below 2.0, but their cumulative GPA remains above 2.0. This serves as a notice to students that they may be approaching the threshold for Academic Probation. Academic Alert appears only on the unofficial transcript.

Students who receive the Academic Alert are encouraged to work closely with their Student Success Advisor to develop a plan for academic success.

### **Academic Probation**

Academic standing is reviewed at the end of every term in which a course or courses were completed for a grade of A - F, starting with the second term of enrollment. At that time, students will receive a notice of Academic Probation from the Registrar's Office if their Bethel cumulative GPA is below 2.0. Academic Probation appears only on the unofficial transcript.

Students are allowed to remain on Academic Probation for no more than two consecutive terms in which a course or courses were completed for a grade of A - F before being academically dismissed.

### **Academic Dismissal**

Academic standing is reviewed at the end of every term in which a course or courses were completed for a grade of A - F, starting with the second term of enrollment. Students will receive a notice of Academic Dismissal from the Registrar's Office in the following circumstances:

- Cumulative GPA is below 2.0 for three consecutive terms in which a course or courses were completed for a grade of A - F.
- Requirements for provisional acceptance are not fulfilled at the time of provisional evaluation.

Other patterns of unsatisfactory performance which are not listed above may also lead to academic dismissal. Academic probation does not always precede academic dismissal.

## Re-Enrollment

Students shall contact the Office of Student Success & Retention for re-enrollment forms and procedures. Former students who have a registration hold on their account from the Business Office are not eligible to seek re-enrollment until the hold is resolved.

Students who have not been enrolled for more than one year (three consecutive academic terms) will enter under the catalog of the year in which they re-enroll. Students who left voluntarily are re-enrolled at the academic standing level held during their last term of enrollment. Program director permission to re-enroll is required for any student whose academic standing was not in good standing at the time of dismissal or voluntary withdrawal. In addition, students who have not been registered for one full academic year (three consecutive academic terms) or more must file an Application for Re-enrollment and receive program director permission to readmit.

### Re-enrollment after Academic Dismissal

Students are eligible to apply for re-enrollment no sooner than 3 terms after the term of their academic dismissal. If approved to re-enroll, students may resume coursework no sooner than 4 terms after the term of their academic dismissal.

Students who are approved to re-enroll after academic dismissal will return on an Academic Standing equivalent to the second term of academic probation. Students must achieve the requirements for good standing at the end of their first term of re-enrollment, with one exception: re-enrolled students who achieve a 3.0 term GPA or higher in the term they return will not be dismissed after the term even if their cumulative GPA remains below 2.0.



## Course Descriptions

### **ORGL 345 • Organizational Behavior** 3 Credits.

Exploration of how organizational behaviors and cultures are shaped and formed while considering emerging social trends. Examination of the roles of both leadership and followership as individuals, groups, and organizations as a whole. Reflection on personal competencies, foundational beliefs, and assumptions of leadership and their influence on organizational culture, conflict, and change.

### **NURS 305 • Practicum I: Fundamentals of Nursing Practice** 1 Credit.

Provision of holistic care for individuals in various health/illness states. Utilize beginning critical thinking skills to implement the nursing process in healthcare settings.

*Corequisites: NURS 310, NURS 325*

*\$330 in fees (\$195 Nursing Central Resource Fee, \$65 Clinical Site Placement Fee, \$40 Malpractice Fee, \$30 Criminal Background Check Fee)*

*Special Notes: This course is offered for students in the Post-Baccalaureate Nursing program.*

### **NURS 325 • Pathophysiology** 3 Credits.<sup>1</sup>

Exploration of the physiologic basis for manifestations of altered structure and function. Differences in physiologic responses to health and illness in diverse populations across the lifespan are addressed from a nursing perspective.

*Corequisites: NURS 310, NURS 305 Online Testing Fee \$20 Special Notes: This course is offered for students in the Post-Baccalaureate Nursing program.*

---

<sup>1</sup> Courses submitted in transfer for NURS 325 must be taken within 5 years of starting the nursing program and provide at least 3 credits of similar human pathophysiology content with a final course grade of B- or higher.