



## Associate of Science in Nursing

### Student Information and Application 2021

**Applications are accepted from May 1, 2021 to June 15, 2021.**

Applications must be postmarked no later than June 15, 2021. **No late applications will be accepted.** Accepted applicants will be notified by July 1, 2021 for Fall 2021 semester. MSU-Northern Department of Nursing does not maintain a waiting list. Applicants must reapply each year to the program.

## Requirements for Applying to the Associate of Science in Nursing program:

- Apply for admission to Montana State University-Northern (*a separate application to the University is required; obtain form from the Admissions Office or at <http://www.msun.edu/future/apply.aspx>*). **Students must be admitted to the University prior to the submission of the Associate of Science Nursing Program Application. Therefore, no applications will be reviewed unless the applicant applies first to the university and official transcripts are reviewed by Registrar.**
- Submit official transcripts from any college and/or university that you have attended or are currently attending. Submit electronically using “National Student Clearinghouse” or mail transcripts to *MSU-Northern Registrar’s office, P.O. Box 7751, Havre, Montana, 59501*. Transcripts will be evaluated to determine credit allotment and articulation.
- **Obsolete Course Content from MSU-Northern Catalog:** In evaluating coursework from postsecondary institutions, Montana State University-Northern will:
  1. Guarantee that any postsecondary course work taken within five (5) years of being admitted or re-admitted to the campus will be included in the transfer analysis of specific required classes in a major, minor, option or certificate.
  2. Guarantee that any postsecondary course work taken within fifteen (15) years of being admitted or re-admitted to the campus will be included in the transfer analysis of general education core and elective course work.

Course work that falls outside these guarantee periods may be included in the evaluation, at the discretion of the University. This is a discretionary decision and cannot be challenged by students.

- A **Selective** Cumulative GPA of 2.50 or higher. A grade of C or higher is required. A grade of C- in any course is not acceptable. (Selective Cumulative GPA calculator Worksheet).
- An **Extracted** GPA of 2.85 or higher from **the following required pre-nursing courses:** College Algebra, Anatomy & Physiology I with lab, College Writing I, and General Chemistry with lab. A grade of C or higher is required. A grade of C- in any course is not acceptable. (Extracted GPA calculator Worksheet).
- **Kaplan Nursing Admissions Exam** with a minimum score of 65% or higher. The score sheet must be dated within this academic year.  
***\*Attach Kaplan Score Sheet to this Application***
- **For Applicants, who have taken courses multiple times:** the most recent grade will be used for GPA calculations
- **Clep grade and Advanced Placement (AP) grade Policy:** For students who have Clep grades or AP grades, these grades do not factor in the Extracted GPA and the Selective Cumulative GPA for the ASN program.

## Selection Criteria: (ASN Selection Rubric attached)

- Selective Cumulative GPA: 20%
- Extracted GPA: 30%
- Kaplan Admission Exam Score: 40%
- Value Points: 10%  
100% Total Score

## To receive the Value Points listed below, you must attach the required documentation to application:

- Current LPN, EMT, CNA, or any allied health documentation– **Attach Current license/certificate to application**
- Veteran – **Attach a copy of Military ID or copy of DD214**
- Completion of 15 credits at **MSU-Northern-attach transcript**

- Completion of the following courses at time of application: A&P II with lab and Microbiology with lab, **-attach transcript**

### Notification of Acceptance:

- Applicants will be notified of acceptance, placement on waiting list, or not accepted by the email address listed on the application and a letter of notification will also be sent by U.S. Postal Service by July 1, 2021.
- **Students are required to respond to email by the deadline listed in letter/email to reserve their spot for Fall 2021 semester. If no reply is received by deadline stated in letter/email, then the spot will be given to another student.**

### Upon acceptance into the ASN Program:

1. Students are required to set up an account with **CastleBranch**. CastleBranch provides secure storage of student's required documents for the program. The student is responsible for the fees associated with this account. For more information: [www.castlebranch.com](http://www.castlebranch.com)
2. The following documentation is required and must be completed in your CastleBranch account **prior to the first day of class**:
  - **Two-step TB** Skin Test (TST) or QuantiFERON TB test.
  - **MMR** immunization or titer.
  - **Tetanus, Diphtheria, and Pertussis** (Tdap) immunization or titer.
  - **Hepatitis B** vaccination 3 shot series or titer.
  - **Varicella** immunization or titer;
  - **Drug testing** is required every fall semester. The test is provided through CastleBranch. The cost of the drug test is the student's responsibility. You will receive more information concerning the drug testing date after the start of the Fall semester.
  - **Background check** provided through CastleBranch. The cost of the background check is the student's responsibility. *If you have any criminal activity stated on your background check, it is recommended that you contact the Montana Board of Nursing to determine if you are eligible to take NCLEX-RN upon completion of the ASN program.*  
<http://boards.bsd.dli.mt.gov/nur>
  - **Influenza** immunization. (This is done during the fall semester, closer to October 2020. Do not upload at this time)
  - **American Heart Association BLS certification.** \*This course will be offered in the NRSG 233-Foundations of Nursing Lab during fall semester. (Do not upload to account at this time)
3. Substitution Forms need to be completed upon acceptance to the program. These need to be completed by Fall semester to ensure all your courses are transferred over to DegreeWorks. Please contact the Department of Nursing office to schedule an appointment to meet by phone, Zoom, or in person..

## **MSU-NORTHERN NONDISCRIMINATION STATEMENT**

Pursuant to Titles VI and the Civil Rights Act, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act, Executive Order 11246 as amended, American with Disabilities Act of 1990, and the Montana State Human Rights Act, Montana State University-Northern has a policy of nondiscrimination in employment practices and in admission, access to and conduct of educational programs and activities.

Discrimination is prohibited on the basis of race, sex, color, natural origin, religion, age, and disability, marital or parental status.

Any student, employee, or applicant for admission may file a discrimination grievance. Inquiries or grievances should be directed to the Human Resources Director, MSU-Northern, P.O. Box 7751, Havre, MT 59501; (406) 265-4147.

Any student and/or person with disabilities concerned about accessibility and/or accommodation issues should contact our Disability Service Coordinator at (406) 265-3581

## **MONTANA STATE UNIVERSITY-NORTHERN ACCREDITATION**

Montana State University –Northern is accredited by the Northwest Commission on Colleges and Universities (NWCCU).

## **MONTANA STATE UNIVERSITY-NORTHERN DEPARTMENT OF NURSING APPROVAL & ACCREDITATION**

Montana State University-Northern Department of Nursing has approval by:  
The Montana State Board of Nursing  
[www.nurse.mt.gov](http://www.nurse.mt.gov)

Montana State University-Northern Department of Nursing is granted accreditation by:  
Accreditation Commission for Education in Nursing (ACEN)  
3343 Peachtree Road, Suite 850  
Atlanta, GA 30326  
Phone: 404-975-5000  
[www.acenursing.org](http://www.acenursing.org)



## Nursing

### ASN Program Application

Applications are accepted May 1<sup>st</sup> to June 15, 2021  
No late applications will be accepted

**NOTE: Applicants are required to submit a separate application to Montana State University-Northern.**

\_\_\_\_\_ 1<sup>st</sup> Application

\_\_\_\_\_ Reapplying

Date: \_\_\_\_\_

Student ID: \_\_\_\_\_

Name: \_\_\_\_\_

(Print)      First                      Middle                      (Maiden)                      Last

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

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**Ethnicity: This information is requested by government agencies to demonstrate compliance with the Civil Rights Act. Please check the block designating your predominant ethnic background. (Optional)**

\_\_\_ Hispanic              \_\_\_ Black-Non-Hispanic              \_\_\_ Native Am Indian or Alaskan Native

\_\_\_ Asian/Pacific              \_\_\_ Non-Resident Alien              \_\_\_ White, Non-Hispanic

\_\_\_ Other/Unknown

Date of Birth: \_\_\_\_\_

Gender:    \_\_\_ Male    \_\_\_ Female

Citizenship:    \_\_\_ U.S. Citizen    \_\_\_ Foreign    \_\_\_ Permanent Resident VISA-number:

Military:    \_\_\_ Yes    \_\_\_ No    If yes, Military Status:    \_\_\_ Active Duty    \_\_\_ Veteran    \_\_\_ Dependent  
(if yes, attach copy of military ID or DD215 to application)

Current LPN, EMT, CNA, or any allied health documentation:    \_\_\_ Yes    \_\_\_ No  
**(Attach current license/certificate to application)**

**REQUIRED TO COMPLETE**

**Extracted GPA Calculator Worksheet:**

To be accepted the following courses need to be completed with a grade of "C" or higher

Course	Course Name	University/College	Sem/Year	Grade
BIOH 201	Anatomy and Physiology I			
BIOH 202	Anatomy and Physiology Lab			
CHMY 121	General Chemistry			
CHMY 122	General Chemistry Lab			
M 121	College Algebra			
WRIT 101	College Writing I			

Letter Grade	Quality Points
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0

**Letter Grade Equivalent Points**

To calculate the extracted GPA, take the number of credits of each course and multiple by the corresponding points next to the grade.

**Credits X Grade Points = Quality Points**

This is the Quality Points. Add all the quality points and divide by the total number of credits. **Any grade below a "C" listed as a zero.**

Course	Course Name	Grade	Credit	X Points	= Quality Points (total)
BIOH 201	Anatomy and Physiology I		3		
BIOH 202	Anatomy and Physiology Lab		1		
CHMY 121	General Chemistry		3		
CHMY 122	General Chemistry Lab		1		
M 121	College Algebra		3credit or4credit		
WRIT 101	College Writing I		3credit or4credit		
<b>Total Quality Points</b> _____ <b>Divided by total Credits</b> _____ <b>= (Extracted GPA)</b> _____					

To convert credit from Quarterly sessions to Semesters, multiply the number of quarterly credits by 0.6667.

**REQUIRED TO COMPLETE:**

**Selective Cumulative GPA Calculator Worksheet:**

Fill out the course you have completed by the end of Spring Semester 2020.

If you did not take a course listed below, put a 0 under each column, and change the credit for the course to 0.

Course	Course Name	Grade	Credit	X Points of grade	Quality Points (Total)
BIOH 201	Anatomy & Physiology I		3		
BIOH 202	Anatomy & Physiology I lab		1		
BIOH 211	Anatomy & Physiology II		3		
BIOH 212	Anatomy & Physiology II lab		1		
BIOM 250	Microbiology		3		
BIOM 251	Microbiology lab		1		
CHEM 121	General Chemistry		3		
CHEM 122	General Chemistry lab		1		
LOWER HUM			3		
UPPER HUM			3		
M121	College Algebra		3 credit or 4credit		
STAT 216	Intro to Statistics		3		
WRIT 101	College Writing I		3Credit or 4credit		
WRIT 350	Technical Writing		3		
SOCI 101	Introduction to Sociology		3		
PSYX 100	Introduction to Psychology		3		
PSYX 230	Development Psychology		3		
			<b>Total=</b>		<b>Total=</b>

Letter Grade	Quality Points
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
c	2.0

**Total quality points** \_\_\_\_\_ **divided by total credits** \_\_\_\_\_ **(equals) = Cumulative GPA** \_\_\_\_\_

**REQUIRED TO COMPLETE:**

1. Are you a current MSU-Northern Student: Yes\_\_\_\_\_ No\_\_\_\_\_
  
2. If you answered No to question #1, please submit an application for admittance to MSU-Northern Admission's Department. Please check if this is completed: Yes\_\_\_\_\_ No\_\_\_\_\_
  
3. Official Transcript sent to MSU-N Registrar's Office Yes\_\_\_\_\_ No\_\_\_\_\_
  
4. Kaplan Admissions Exam Score: \_\_\_\_\_ (must be 65% or higher)
  
5. Selective Cumulative GPA: \_\_\_\_\_ (must be 2.5 or higher)
  
6. Extracted GPA: \_\_\_\_\_ (must be 2.85 or higher)

Are you applying to more than one nursing school: Yes\_\_\_\_\_ No\_\_\_\_\_ (requested by Montana Board of Nursing)

**\*\*Attach a copy of a government issued photo identification document( driver's license, passport, etc.) to submitted application\*\*\***

**Print Name:** \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please complete the ASN Program Application, and attach required documents. Send the completed application, signed and dated to the MSU-Northern Department of Nursing by email, in person, fax, or mail.

Email address: [deborah.winegar@msun.edu](mailto:deborah.winegar@msun.edu)

The Department of Nursing office is located in **Cowan Hall Room #309. Hours: 8am to 5pm, with lunch noon to 1pm**

Fax number is **406-265-3772.**

Mail to the following address: **Montana State University-Northern  
Department of Nursing  
P.O. BOX 7751  
Havre, Montana 59501**



# MSU-Northern Nursing Department

## ASN Program Sheet

Student name: \_\_\_\_\_ Student ID: \_\_\_\_\_ Date: \_\_\_\_\_

Semester Taken	Course Number	Course Name	Didactic Credits	Lab Credits	Clinical Credits	Grade	Total Credits
	<b>Pre-Requisite Requirements</b>						
	BIOH 201/202	Anatomy and Physiology I with Lab	3	1			4
	CHMY 121/122	General Chemistry with Lab	3	1			4
	WRIT 101	College Writing I	3				3
	M 121	College Algebra	3				3
	<b>Total Credits:</b>		<b>12</b>	<b>2</b>			<b>14</b>
	<b>Application to Nursing Program</b>						
	<b>Fall Semester (First Year)</b>						
	NRSG 230	Nursing Pharmacology	3				3
	NRSG 231	Nursing Pharmacology Lab		2			2
	NRSG 232	Foundations of Nursing	3				3
	NRSG 233	Foundations of Nursing Lab		3			3
	BIOM 250/251	Microbiology with Lab	3	1			4
	<b>Total Credits:</b>		<b>9</b>	<b>6</b>			<b>15</b>
	<b>Spring Semester (First year)</b>						
	NRSG 256	Pathophysiology	3				3
	NRSG 234	Adult Nursing I	3				3
	NRSG 235	Adult Nursing I Clinical			2		2
	NRSG 236	Health and Illness of Maternal Nursing	2				2
	NRSG 237	Health and Illness of Maternal Nursing Clinical			1		1
	BIOH 211/212	Anatomy and Physiology II with Lab	3	1			4
	<b>Total Credits:</b>		<b>11</b>	<b>1</b>	<b>3</b>		<b>15</b>
	<b>Fall Semester (Second Year)</b>						
	NRSG 244	Adult Nursing II	3				3
	NRSG 245	Adult Nursing II Clinical			2		2
	NRSG 254	Mental Health Concepts	3				3
	NRSG 255	Mental Health Concepts Clinical			1		1
	NRSG 246	Health and Illness of Child and Family Nursing	2				2
	NRSG 247	Health and Illness of Child and Family Nursing Clinical			1		1
	SOCI 101	Introduction to Sociology	3				3
	<b>Total Credits:</b>		<b>11</b>		<b>4</b>		<b>15</b>

ASN Program sheet continued:

Semester Taken	Course Number	Couse Name	Didactic Credits	Lab Credits	Clinical Credits	Grade	Total Credits
	<b>Spring Semester (Second Year)</b>						
	NRSG 259	Adult Nursing III	3				3
	NRSG 260	Adult Nursing III Lab		1			1
	NRSG 261	Adult Nursing III Clinical			2		2
	NRSG 266	Managing Client Care for the RN	2				2
	NRSG 267	Managing Client Care for the RN Clinical			2		2
	PSYX 100	Introduction to Psychology	3				3
	<b>Total Credits:</b>		<b>8</b>	<b>1</b>	<b>4</b>		<b>13</b>
	<b>Total ASN Program Credits:</b>		<b>51</b>	<b>10</b>	<b>11</b>		<b>72</b>

## ASN Selection Rubric

ASN Program Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Selection Criteria	Zero Points	1 point	2 points	3 points	4 points	Points Earned	Multiply %	Total Points
<b>Selective Cumulative GPA</b>	≤ 2.49	2.50-3.00	3.01-3.30	3.31-3.70	3.71-4.00		20%	
-----→								
<b>Extracted GPA</b>	≤ 2.70-2.84	2.85-3.00	3.01-3.30	3.31-3.70	3.71-4.00		30%	
-----→								
Kaplan Admissions Exam Overall Score	≤ 64.99	65-69.99	70-79.99	80-89.99	90-100		40%	
-----→								
Military Active/ Veteran <b>No = 0 points</b> <b>Yes = .25 points</b>	No	yes						
Current LPN, EMT, CNA or any allied health documentation <b>No = 0 points</b> <b>Yes = .25 points</b>	No	Yes						
Completed 15 credits at MSU-Northern <b>No = 0 points</b> <b>Yes = .25 points</b>	No	Yes						
Completed the following courses: A&P II with lab Microbiology with lab <b>No = 0 points</b> <b>Yes = .25 points</b>	No	Yes						
-----→ total							10%	
<b>Add total points to get Total Score</b>								