Checklist for applicants applying to the
Associate Degree Nursing Program
LPN to RN Traditional Program
Class starting August 2018

PRIOR TO APPLYING TO THE ADN PROGRAM

Applications to the Traditional Program which starts August 2018 will only be accepted after the applicant has met the program benchmarks set for the Kaplan Admissions Exam. Program benchmarks are below.

Applicants may take the Kaplan Admissions Exam twice during an application process; September 1, 2017 through January 30, 2018. There is a 2 week waiting period between exams. Scores will not be carried over from application period to application period.

<table>
<thead>
<tr>
<th>Required Subject</th>
<th>ADN Program Benchmark</th>
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<tbody>
<tr>
<td>Reading</td>
<td>73 % or higher</td>
</tr>
<tr>
<td>Math</td>
<td>72 % or higher</td>
</tr>
<tr>
<td>Writing</td>
<td>61 % or higher</td>
</tr>
<tr>
<td>Science</td>
<td>53 % or higher</td>
</tr>
<tr>
<td>Overall</td>
<td>65 % or higher</td>
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</table>

If the student does not meet the benchmark for Reading and Science, they cannot go forward, or if they do not meet the benchmark for Reading and Science and obtain an overall benchmark of 65% they cannot go forward.

For testing at the HCC Testing Facility: Payment for the exam must be made prior to or on the day of the scheduled exam. Payment must be made at the HCC Testing Facility on main campus. **Call 620-665-3359 to schedule the exam.** The fee is $10 for each exam for on campus testing.

Please note: The last few weeks of testing prior to the January 30th deadline fill up quickly so testing opportunities will be limited.

AFTER COMPLETING THE ABOVE REQUIREMENT

1. **Apply to Hutchinson Community College Admissions (if you have not already done so) or update your HCC information at: www.hutchcc.edu/admissions.**

2. **Submit application for Traditional RN Program. Go to: www.hutchcc.edu/rn for an application.**

3. **Have high school transcript or GED transcript sent to:**
   
   HCC Records Office  
   1300 North Plum  
   Hutchinson, KS  67501

4. **Have transcripts from all colleges or universities attended sent to:**

   HCC Records Office  
   1300 North Plum  
   Hutchinson, KS  67501

**Must be sent from the facility and addressed to the address above**
5. **Complete Pre-requisites with a “C” or better:** Individuals who are currently taking Pre-Requisites within the Spring semester can make application and will be considered only if slots are still available.

You can verify if your pre-requisites will transfer by going to [www.hutchcc.edu/records/transcript-equivalency](http://www.hutchcc.edu/records/transcript-equivalency). Select the institution the course was taken at and verify if it will equal our course ID number. If your institution or course is not listed send unofficial transcript to grandestaff@hutchcc.edu and we will check for you. If you are going to be taking future courses you can also check to verify if they will transfer before you enroll.

<table>
<thead>
<tr>
<th>Course</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Human A &amp; P (6 credit hours with a lab and lecture and be within 7 years)</td>
<td><strong>If your A&amp;P is over 7 years old and is an acceptable, transferable course, you have an option as a practicing LPN to test out of this course. Contact Nita Grandestaff for details. <a href="mailto:grandestaff@hutchcc.edu">grandestaff@hutchcc.edu</a></strong></td>
</tr>
<tr>
<td>English Comp I</td>
<td><strong>If you have taken or will take this course at another facility, please check with the ADN office for verification of transferability.</strong></td>
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<tr>
<td>Psychology</td>
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<tr>
<td>Human Growth and Development</td>
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<td>Medical Terminology</td>
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<tr>
<td>Public Speaking OR Interpersonal Communication</td>
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<tr>
<td>Nutrition OR Sociology</td>
<td><strong>If your Microbiology is over 7 years old and is an acceptable, transferable course, you have an option as a practicing LPN to test out of this course. Contact Nita Grandestaff for details. <a href="mailto:grandestaff@hutchcc.edu">grandestaff@hutchcc.edu</a></strong></td>
</tr>
<tr>
<td>General Microbiology (must include lab and lecture and be within 7 years)</td>
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6. **Have a GPA of 2.75 or higher in pre-requisite and required general education courses**

7. **Have an overall college GPA of 2.0 or higher**

8. **CPR Certified – Healthcare Provider Level**

9. **Practicing LPN ONLY:** Be licensed in State of Kansas

   **AND**

   have obtained IV Therapy Certification prior to Application deadline of January 30.

**If you have taken or will take any of the pre-requisite courses at another facility, please check with the ADN office for verification of transferability.**

- Kaplan Admissions Exam must be successfully completed no later than **January 30, 2018**.
- RN Application must be in the ADN office or postmarked no later than **January 30, 2018**.
- Must be completed by **January 30, 2018** to be considered for acceptance into the program.
- Must be completed prior to **January 30, 2018** of the application cycle.
Current Hutchinson Community College PN Students may make an application & complete IV Therapy by the start of the Fall semester.

International Students  
Associate Degree Nursing Program  
Oral and Written English Proficiency

Possess English language proficiency.

- English as a second language must demonstrate proficiency through successful completion of the TOEFL exam. In compliance with the Kansas State Board of Nursing the HCC ADN Program has approved the following minimum scores (each area must meet the minimum requirement) for the TOEFL exam:
  
  Writing - 20  
  Speaking - 20  
  Reading - 19  
  Listening – 20

- Or Complete the English Comp I Course with a C or better.