



Admission Requirements for the Bachelor of Science in Nursing (BSN) Degree Program

School of Nursing – Middle Tennessee State University – Murfreesboro, Tennessee

The School of Nursing (SON) offers the Bachelor of Science in Nursing (BSN) degree. Students admitted to the upper-division BSN program must pursue one of three degree tracks: Traditional, Licensed Practical Nurse (LPN) to BSN, and Registered Nurse (RN) to BSN. All applicants planning to pursue a BSN degree program at MTSU must formally apply for admission to the BSN degree program. Applicants must submit SON application materials by the application deadline (Oct 1 for spring admission and Feb 1 for fall admission) and complete the MTSU admission process the semester of application to the SON. Review of applicants by SON Admission Committee will be in the semester prior to admission.

Applicants should become familiar with and completely review the Admission Requirements prior to making application.

All BSN applicants must meet

1. general admission requirements for applicants seeking the BSN, and
2. admissions requirements to one of the three BSN degree tracks: Traditional, LPN to BSN, or RN to BSN.

General admission requirements for applicants seeking the BSN

1. Be a fully admitted student or currently enrolled in MTSU for the semester in which you apply to upper-division nursing (must apply to MTSU as a NURS major the semester prior to the semester in which application is submitted to the SON).
2. Complete and submit application materials to the SON enclosed in a large letter-size envelope to include
 - o SON Information Sheet for the BSN program (form available on SON website at <http://www.mtsu.edu/nursing/forms/bsninformation.pdf> or CKNB, Room #247A
 - o Application to SON (Blue form available in CKNB, Room #247A
 - o Documentation of immunizations, TB skin test, and blood tests. For further details see <http://www.mtsu.edu/nursing/immunization.html>
 - o Documentation of prior work experience, if applicable. **For further details please refer to page 3 of the Admissions Guidelines, "Optional Work Experience"**
 - o All official undergraduate college transcripts

Complete all general education and pre-nursing courses as outlined in the [MTSU Undergraduate Catalog](#) and <http://www.mtsu.edu/nursing/admissionrequirementsprocess.shtml> by:

- o **Earning a passing grade in all General Education and Pre-Nursing courses. A passing grade is defined as a grade of "C" (2.00) or better, an "S" (satisfactory), or a "P" (pass for courses graded pass/fail).**

OR

- Receiving written approval for substitution/waiver of a course by the director of the School of Nursing and dean of the College of Basic and Applied Sciences.
 - OR
 - Receiving credit-by-examination for General Education course requirements as determined by MTSU (see *MTSU Undergraduate Catalog* for [General Education Requirements](#)).
3. Fulfill requirements for Limited English Proficiency (LEP) by testing English Proficiency as designated by MTSU Admission Standards. (See www.mtsu.edu/admissn/Intnl_admissions_main.shtml)
 4. Confirm acceptance into the SON upper-division program according to the Admission Requirements.

Note: Admission to the University does not guarantee admission to upper-division nursing courses.

Once admitted to the degree program, students are required to schedule an appointment with a SON advisor each semester. The SON will not be responsible for misadvisement from other sources.

*Students who desire to be considered for subsequent semesters **must reapply** for admission consideration.*

*The admission of non-Tennessee resident applicants is limited based on TBR policy. At least **80% of the total number of students enrolled in the SON must be Tennessee residents**. Residency classification is determined by information submitted on the MTSU admission application and subsequent fee classification questionnaire.*

Priority will be given to students who achieve first time success in the required biology courses provided they meet all other requirements (A & P I, A & P II, and Microbiology).

Admissions requirements for all applicants seeking the Traditional Track

1. Students planning to enter in spring semester must successfully complete all general education and required nursing prerequisite courses (listed at <http://www.mtsu.edu/nursing/immunization.html>) by the end of fall semester. Students entering in fall semester must complete all courses required by the end of summer semester.
2. Students must post a passing grade for at least one required biology course by the application deadline. (All biology courses must be complete and posted within past seven years.)
3. Standardized admission entrance examination score must be posted in the SON by application deadline.
4. Students must earn a passing grade in all required nursing prerequisite courses.
5. All eligible applicants must be interviewed. If the student is not available for an interview, the opportunity is forfeited and the application deemed incomplete.
6. Submit designated immunization documentation.
7. Students taking classes at other institutions must show proof of courses in which they are enrolled.
8. Submit official transcripts to the SON and Admissions Office the semester prior to semester making application to the SON.
9. Must have a posted cumulative undergraduate GPA of 2.8 on a 4.0 scale.

Note: Students will be chosen for admission on a competitive basis according to admission criteria. The number of admitted students is limited based on the availability of faculty and the spaces in the clinical facilities. If the number of eligible applicants exceeds the number of seats available, a list of eligible alternates for possible admission based on their composite score will be established. A

composite score is calculated based on GPA, standardized admission entrance exam score, interview score, and credit for work experience, if applicable. (e.g. GPA 3.6 + Exam Score 2.5 + Interview Score 3.2 + Work Experience 0.5 = 9.8)

Optional Work Experience

Any applicant can receive one-half (1/2) point added to his/her composite score if documented evidence of clinical experience providing direct patient care for a period of at least **380 hours within two years prior to making application** to upper-division nursing is submitted at the time of application. This information must be supplied in the form of the following:

- Pay stubs, including the name of the institution, showing hours worked can be used for verification of hours worked only. Letter of verification describing type of work experience must accompany timesheets.
- Letter of verification from manager of work area (e.g. head/charge nurse, unit manager, etc.) on official letterhead. Letter must address number of hours worked (if not verified by timesheet/pay stubs), type of setting and nature of work.

Acceptable clinical experience includes providing direct patient assistance with activities of daily living (feeding, bathing, grooming, dressing, toileting), taking vital signs, calculating intake and output, ambulation of patients, emptying foley catheter bags, Certified Nursing Assistant work in hospitals, nursing homes, long term care facilities, home health agencies, and hospice.

Positions that do not include direct patient care are not acceptable (e.g. dietary, volunteer, pharmacy technician, lab technician, dental assistant, anesthesia technician).

Transfer students with previous nursing courses from an accredited nursing program will

1. Receive an evaluation of previous nursing course(s) to determine advanced placement in the Nursing program. Evaluation may include, but is not limited to
 - Review of catalog and course syllabi from transferring institution,
 - Completion of written examination, and
 - Performance of a clinical practice demonstration
2. Take the MTSU nursing course(s) if prior B.S. nursing course(s) is/are lacking hours or content as determined by faculty who currently teach MTSU nursing course(s).
3. Be considered for admission only if he/she has received a passing grade (as previously defined) in a nursing course at another college or university

Admissions Requirements for all applicants seeking the LPN to BSN Track

Student must complete all requirements as outlined for the Traditional Track with the addition of:

1. Submit proof of current Tennessee LPN license.
2. Receive advanced standing credit for selected courses (contact your assigned SON advisor for further information). (11 credit hours)
3. Posted cumulative undergraduate grade point average (GPA) of no less than 2.80 on a 4.0 scale, to include General Education and required nursing prerequisite courses with a passing grade of "C" or better.
4. Complete and post required biology courses within **7 years** of the date of admission to upper-division nursing program.

Documentation of work experience in direct patient care is optional.

Admission Requirements for all applicants seeking the RN to BSN Track

Student must complete all requirements as outlined for the Traditional Track with the addition of

1. Provide evidence of graduation from an accredited nursing program.
2. Provide proof of current Tennessee RN license.
3. Receive advanced standing credit for selected courses (Contact your SON advisor for further information). Advanced standing credit is awarded in last semester prior to graduation at MTSU. Hours are held in escrow until the RN has completed NURS 3010, 3030, 3040, 3111, 3170, 3370, and 3570. (total 44 hrs.)

Note: RN to BSN applicants track have the option to

1. Submit SON application by selected deadline dates of February, March, April, May, June, July, October, and November. (Contact the assigned SON advisor for further information.)
2. Eliminate time limitation for required biology courses.
3. Eliminate standardized admission entrance examination and the interview process.
4. Eliminate calculation of a composite score.

Accepted Applicants for All Tracks

Upon official acceptance into one of these tracks, students must complete the following requirements prior to enrolling in upper-division nursing courses

- Signature Page [clarifies student acceptance of placement in entering class]
- Authorization for release of student information and acknowledgement of acceptance of admission slot
- Provide current criminal background check documentation
- MTSU Student ID card – [transfer students will obtain Student ID card upon acceptance of class placement and must have this card prior to beginning class]
- Grade reports for courses taken following admission decision
- Current record of history and physical examination
- Current cardiopulmonary resuscitation certification (CPR) for Health Care Provider
- Acknowledgement of current physical, emotional, and cognitive ability to meet the criteria required for clinical skills (see Appendix A, Core Performance Standards)
- Current professional liability insurance
- Evidence of current medical health insurance
- Must have a cumulative undergraduate grade point average (GPA) of no less than 2.80 on a 4.0 scale, to include general education and required nursing prerequisite courses with a passing grade as defined by SON policy.

Progression Requirements for students admitted to all tracks

In order for students to progress through the nursing curriculum, they must:

1. Maintain current documentation in the SON as outlined above.
2. Achieve success in nursing courses in the order outlined in the BSN Upper-Division nursing curriculum with a minimum grade of “C” (2.00) in all theory courses as well as a “pass” in each co-requisite lab/clinical course. Courses with a grade less than “C” must be repeated at MTSU.

General Considerations

If a student must interrupt her/his program of study or exit the program, a letter must be submitted to the SON Admission Committee Chairperson requesting to interrupt/exit the program.

The student will be readmitted on a space-available basis. The student will be reviewed for re-admission to upper-division nursing courses according to the following criteria:

- Evidence that admission requirements to the degree program have been met.

Students seeking readmission to the upper-division nursing program will be readmitted by the following prioritization:

[1] Student who has been accepted into the nursing program but took a semester off for health reasons.

[2] Student who has been accepted into the nursing program but failed one class, and/or, who has interrupted the educational process for another reason. (Only one repeat of a nursing (NURS) course is permitted.)

[3] Qualified students transferring from other upper-division nursing programs.

Students can be dismissed from the nursing program for a variety of reasons, which include, but are not limited to

- Failure to progress due to unsuccessful completion of requirements: Students are dismissed from the program if they receive a second failing grade in any combination of two or more nursing courses (required theory or clinical), regardless of the semester in which they occur.
- Violation of the School of Nursing Student Honor Code. Refer to Student Honor Code found in the SON Student Handbook (<http://www.mtsu.edu/nursing/forms/handbook.pdf>)
- Breach of ethics or gross professional negligence.
- Use of mind-altering drugs or alcohol when engaged in any nursing activity in or outside of class.
- Evidence of any other disciplinary offenses as outlined in the MTSU Rights and Responsibilities of Students (<http://www.mtsu.edu/%7Ehandbook/rights.pdf>)

Appendix A

Core Performance Standards Required for Nursing

The MTSU School of Nursing seeks to provide, in as much as possible, a reasonably safe environment for its health career students and their patients. A student may be required, during the course of the program, to demonstrate his/her physical and/or emotional fitness to meet the essential requirements of the program. Such essential requirements may include freedom from communicable diseases, the ability to perform certain physical tasks, and suitable emotional fitness. Any appraisal measures used to determine such physical and/or emotional fitness will be in compliance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, so as not to discriminate against any individual on the basis of disability.

Issue	Standard	Some Examples of Necessary Activities (Not all inclusive)
Critical	Critical thinking ability sufficient for clinical judgment	Identify cause-effect relationships in clinical thinking situations, develop nursing care plans
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds	Establish rapport with patients/clients and colleagues
Communication	Communication abilities sufficient for interaction with others in verbal and written form	Explain treatment procedures, initiate health teaching, document and interpret nursing actions and patient/client responses
Mobility	Physical abilities sufficient to move from room to room and maneuver in small spaces	Move around in patients' rooms, work spaces, and treatment areas; administer cardiopulmonary procedures
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective nursing care	Calibrate and use equipment; position patients/clients
Hearing	Auditory ability sufficient to monitor and assess health needs	Hear monitor alarm, emergency signals, auscultatory sounds, cries for help
Visual	Visual ability sufficient for observation and assessment necessary in nursing care	Observe patient/client responses
Tactile	Tactile ability sufficient for physical assessment	Perform palpation, functions of physical examination, and/or those related to therapeutic intervention, e.g. insertion of a catheter

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Student Health Records Guidelines for Immunizations

Hepatitis B

- Requires documentation of positive Anti-HBS surface antibodies (10 or greater), which requires a blood sample, for Hepatitis B or documentation of informed refusal (available in CKNB 201).
- In the case of a negative surface antibody/titer, documentation is required of the second booster series of the Hepatitis B vaccine. Follow up with serum surface antibody level as noted above.
- If booster series results in a negative serum surface antibody (non-responder), documentation of such is required with a signed waiver and he/she will be allowed to continue clinical. Further vaccine is not recommended.

Mumps/Measles/Rubella

- Proof of immunity in the form of a positive titer (blood sample) is required **OR** evidence of 2 MMR vaccines given at least 4 weeks apart on or after the first birthday regardless of birth date.
- Do not vaccinate women who are pregnant or who plan to become pregnant within the next 4 weeks; if a student is pregnant and susceptible to measles, vaccinate as early in postpartum period. **If a pregnant woman does not show proof of immunity or vaccine history, they are not allowed to continue clinical experiences.**

Varicella

- Proof of 2 doses of vaccine **OR** a positive titer (blood sample) is required for participation in clinical.

SCHOOL OF NURSING CHECKLIST

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	Prior to making application into MTSU BSN Program (any track):
	Be fully admitted to MTSU for semester you make application (must apply as a NURS major the semester <i>prior</i> to semester you apply to SON).
	Request official transcripts from all universities attended to be sent to MTSU Admissions office <u>and</u> to the School of Nursing at least one semester prior to the semester you apply for admission to the SON. Previous degreed students needs to request official transcripts from all universities attended be sent to the SON.
	Students taking classes at other institutions must show proof of courses in which they are enrolled and provide final official transcripts to the SON.
	Complete all general education courses and pre-nursing courses per the SON Admission Requirements for the BSN Degree Program policy.
	Take HESI entrance exam through Prometrics or MTSU Testing center. Standardized admission entrance score must be posted by SON application deadline. Not required for students in RN to BSN Track.
	Fulfill requirements for Limited English Proficiency (LEP) per the SON Admission Requirements for the BSN Degree Program policy.
	Seek advisement from your assigned academic advisor <i>before</i> you apply to the SON. Call 615-898-5950 for an appointment with your advisor.
	Complete SON Information Sheet for the BSN program (white form) available on the SON WEB site or CKNB, Room 247A
	Complete the Application Form (blue form) available ONLY from CKNB, Room 247A;
	Posted cumulative undergraduate GPA of no less than a 2.80 on a 4.0 scale, to include general education and required nursing prerequisite courses with a passing grade.
	Provide documentation (payroll stubs and letter from supervisor) of prior work experience per SON Admission Requirements for the BSN Degree Program policy. [This is not necessary for RN to BSN applicants.] Must complete 380 hours of paid employment.
	A posted passing grade for at least one of the required biology courses by the application deadline required within 7 years of the date of admission to upper-division nursing program.
	Earn passing grades (“C” or above) in all required nursing prerequisite courses and gen. ed. courses per the SON Admission Requirements for the BSN Degree Program policy. Although we consider those without repeats first, we do consider those with repeats...does not include Stats.
	Eligible applicants will be interviewed per the SON Admission Requirements for the BSN Degree Program policy (we will call you and make that appointment). [Not required of RN to BSN applicants].
	Notify the SON of any change in contact information once the form is completed as the address on this form is used for mailing information regarding acceptance/denial

	for admission. Incomplete or unsigned documents will disqualify you for admission consideration.										
	Provide documentation of requirements for immunization and/or blood tests that support that you are immune:										
	<table border="1"> <tr> <td></td> <td>Hepatitis B Series</td> </tr> <tr> <td></td> <td>Varicella Immunizations</td> </tr> <tr> <td></td> <td>Measles, Mumps, Rubella</td> </tr> </table>		Hepatitis B Series		Varicella Immunizations		Measles, Mumps, Rubella				
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	<p>All application material must be turned in to the Nursing Office in one packet or mailed to the nursing office and received by Oct. 1 or Feb. 1, by 4 p.m. (Address: School of Nursing, MTSU Box 81, Murfreesboro, TN 37132)</p> <table border="1"> <tr> <td></td> <td>Official transcripts from every college/university you have attended</td> </tr> <tr> <td></td> <td>White Information Form</td> </tr> <tr> <td></td> <td>Blue Application Form</td> </tr> <tr> <td></td> <td>Proof of Immunizations</td> </tr> <tr> <td></td> <td>Proof of Work Experience – 380 hrs (payroll stubs and letter from supervisor)</td> </tr> </table>		Official transcripts from every college/university you have attended		White Information Form		Blue Application Form		Proof of Immunizations		Proof of Work Experience – 380 hrs (payroll stubs and letter from supervisor)
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	Upon acceptance into MTSU BSN program (any tract):										
	Determine name of your nursing faculty advisor.										
	Provide documentation (record) of:										
	History and Physical Examination										
	Current CPR certification (card)										
	Current criminal background check										
	Current professional liability (malpractice) insurance										
	Proof/evidence of current medical insurance, and proof of immunizations.										
	Submit signature page.										
	Submit authorization for release of student information & acknowledgement of acceptance of admission slot to the School of Nursing, Office #201.										
	Submit copy of MTSU student ID card. (Transfer students will obtain Student ID card upon acceptance of class placement and must have this card prior to beginning class.)										
	Provide grade reports (transcripts) for courses taken following admission decision. (Grade report “transcripts” for courses taken at MTSU will be accessed by SON staff.)										
	Additional Admission Requirements for student’s in the LPN to BSN Track										

	Provide copy of current Tennessee LPN license.
	Receive advanced standing credit for selected courses (Contact assigned SON advisor).
	Posted cumulative GPA of no less than 2.80 on a 4.0 scale, to include general education and required nursing prerequisite courses with a passing grade.
	Complete required biology courses within 7 years of the date of admission to upper-division nursing program.
	Additional Admission Requirements for transfer student's from accredited nursing programs
	Receive an evaluation of previous nursing course(s) through the School of Nursing Admissions Committee to determine advanced placement in the nursing program. Evaluation may include, but is not limited to; a] review of catalog and course syllabi from transferring institution, b] completion of written exam, and c] performance of a clinical practice demonstration.
	Enroll in the MTSU nursing course(s) if prior B.S. nursing course(s) is/are lacking hours or content as determined by faculty who currently teach MTSU nursing course(s).
	Be considered for admission only if s/he has received a passing grade (as defined in the SON admission requirements policy) in a nursing course at another college or university.
	Additional Admission Requirements for student's in the RN to BSN Track
	Submit SON application by selected deadline dates of February, March, April, May, June, July, October and November.
	Provide evidence of graduation from an accredited nursing program including transcripts.
	Provide copy of current Tennessee RN license.
	Receive advanced standing credit for selected courses per SON admission requirements policy. (Contact assigned SON Advisor.)
	ANECDOTAL NOTE: The time limitation for required biology courses, standardized entrance examination and the interview process and calculation of a composite requirement are eliminated for students in the RN to BSN Track.