

**Trinitas School of Nursing  
LPN to RN Application Packet**

**Applications accepted from January 5<sup>th</sup> through March 5<sup>th</sup>**

To be considered for the Trinitas School of Nursing LPN-RN program track, an application must be submitted by the published deadline. Late or incomplete applications will not be accepted.

Please review carefully the minimum eligibility requirements listed below. All applicants must meet these requirements.

If you do not meet the minimum requirements, please refer to the corresponding number on the next page which outlines the next steps to take.

See next page for this number	Application Requirement Refer to Explanation of Application Requirements (Page 2)	Has this been met? (circle yes or no)
1	Have you completed Union County College admission process?	Yes No
2	Have you completed all developmental course work if applicable? (English and Math)	Yes No Not applicable
3	The LPN-RN pre-requisite courses are BIO 105, BIO 106, BIO 108, CHE 114, ENG 101 or 112 (if ESL) , ENG 102, PSY 101, PSY 204, SOC 101. Does your unofficial Union County College transcript reflect completion of, transfer credit in, or enrollment in each of these?	Yes No
4	Do you have a Union County College GPA of 2.5 or better? (Transfer credits do not carry GPA- see information on next page)	Yes No
5	Have you attended a Trinitas School of Nursing Information Session and provided receipt of attendance?	Yes No
6	Do you have a current unencumbered LPN license?	Yes No

## **Explanation of Application Requirements (by number)**

1. Completion of the Union County College application and admission process
  - a. Completion of the Union County College application and admission process is required to apply to Trinitas School of Nursing.
  - b. Visit [www.ucc.edu/admissions/](http://www.ucc.edu/admissions/). for information regarding the UCC admission process
  
2. Completion of developmental course work
  - a. If applicable, please review the developmental course work in English and Math required to be eligible for Trinitas School of Nursing with **Academic Advising**.
  - b. Students with questions regarding whether they are required to complete developmental coursework should e-mail an Academic Advisor at [nursing@ucc.edu](mailto:nursing@ucc.edu).
  - c. This requirement is not applicable to students who have met the passing standard on Union County College placement testing and have been placed into college level courses.
  
3. The following co-requisite courses must be reflected on the applicants unofficial Union County College (UCC) transcript; as transferred, currently enrolled or completed
  - a. Co-requisite courses are recommended to be taken before NURE 130, if possible.
    - BIO 105, BIO 106, BIO 108
    - ENG 101 or 112 (if ESL), ENG 102
    - CHE 114
    - PSY 101, PSY 204
    - SOC 101
  - b. A minimum grade of C is required in all Science courses and all courses transferred to UCC.
  - c. Unofficial copy of the current Union County College transcript that indicates all courses taken at the UCC.
  
4. Establish a Union County College GPA of 2.5 or higher
  - a. A minimum Union County College GPA of 2.5 is required for admission.
    - The GPA must be established at Union County College *or*
  - b. The only exception to the 2.5 GPA requirement is for students who have transferred all NURE co-requisite courses and have a Union County College GPA of zero (0).
  
5. Attendance at a Trinitas School of Nursing Information Session
  - a. Attendance at a Trinitas School of Nursing Information Session is required prior to submitting your application.
  - b. Attach receipt of attendance, if attended after 7.01.19
  - c. The current Information Session schedule and instructions on how to register can be found on the homepage of [www.trinitasschoolofnursing.org](http://www.trinitasschoolofnursing.org).
  
6. You must have an unencumbered current LPN license.

## **Acceptance to register for the fall semester**

Acceptance into NURE 211 and NURE 212 is based upon:

- a. Graduation from an approved Practical Nursing program
- b. Current LPN license from any state
- c. Completion of all pre-requisite courses.
- d. Applicants are ranked based on GPA and total grade points earned at Union County College.
- e. Applications submitted between March 5th and June 1st will be considered only if all pre-requisite courses are complete and **if seats are remaining**.

## **Application Submission Instructions for Trinitas School of Nursing** **Applications must be submitted within the outlined timeframe.**

1. In person during office hours. **Office Hours are 8:30 a.m. – 4:30 p.m. Monday through Friday**
  - a. Applications may be delivered in person to the Trinitas School of Nursing Main Office at
    - Kellogg Building
    - 40 West Jersey Street 3<sup>rd</sup> Floor Room 324
    - Elizabeth, NJ 07202
2. Locked drop box submission after hours
  - a. Applications may be submitted in the locked drop box located in front of the Trinitas School of Nursing Administrative Suite.
  - b. The drop box can only be accessed when Union County College is open.
  - c. Application will only be accepted during applicable time frame stipulated.
3. By mail
  - a. Applications can be mailed to:
    - Trinitas School of Nursing
    - 40 West Jersey Street 3<sup>rd</sup> Floor
    - Elizabeth, NJ 07202
  - b. Applications received by mail before or after the application submission time frame will not be considered.
  - c. **While not required, it is recommended for mailed applications to be sent using a trackable method such as certified mail.**

## **Decision Information**

- a. Applicants will be notified of their acceptance into the nursing courses **by UCC email only** in April of each year.

A note to transfer students:

- The maximum number of transfer credits is **36**.
- All college transcripts must be evaluated. The transferred courses must be reflected on your current Union County College unofficial transcript. Be sure to review the transcript before submitting your application form.
- Transfer students with a *Waiver Code "N"* require math placement testing or must present an exemption from math placement testing. You must test and pass or if tested and placed into a remedial course/s you must complete the course/s before requesting enrollment into NURE 211 and NURE 212.
- Transfer applicants with two or more failures (grade of C or below) at another LPN to RN program will not be eligible for admission.

### **Upon acceptance**

All registration requirements must be met to register for NURE 211/212. Please visit [www.trinitasschoolofnursing.org](http://www.trinitasschoolofnursing.org) for information on registration requirements by reviewing the Pre-registration checklist and Pre-registration Checklist Explanation.