

Trinitas School of Nursing/Union County College
LPN to RN Track
Consideration for LPN to RN Enrollment

Students accepted into the Trinitas School of Nursing LPN to RN completion track (EGHN) will need to complete and submit a packet of information in order to be considered for enrollment into NURE 211 and NURE 212, the first courses in the LPN to RN track. This process will provide the data that is necessary to determine eligibility for the course.

Registration into NURE 211 and NURE 212 is based on graduation from an approved Practical Nursing program, a LPN license, and completion of all pre-requisite courses. The minimum grade point average to be considered for registration is 2.5. NURE 211 and NURE 212 are offered once a year, in the fall semester. Applicants will be notified of their acceptance into the nursing courses twice a year, at the completion of the fall semester and at the completion of the spring semester of Union County College. Applicants who are completing their pre-requisite courses in the summer sessions prior to the start of NURE 211 and 212 and re-entry students will be considered if seats are available. The GPA requirement for students waiting to re-enter the course(s) is a minimum of 2.75.

In order to be considered for enrollment in NURE 211 and NURE 212, students will need to be in the EGHN major and:

1. Complete the Union County College application and admission process. For detailed information regarding the Union County College admission process please visit, <http://www.ucc.edu/admissions/>
2. Complete all developmental coursework, if required.
3. *ADM 110-Keyboarding and Computer Skills for Nursing*. This course is a prerequisite to NURE 211 and NURE 212. You may challenge this course. See the Union County College Catalog for information on how to challenge ADM 110.
4. GPA of 2.5 or better at Union County College (2.75 for re-entry students).
5. Submit the following packet of information:
 - a. Consideration for the NURE 211 and NURE 212 Registration form
 - b. Unofficial copy of the current Union County College transcript that indicates all courses taken at the College and advanced standing from other institutions.
 - c. Please be advised all information submitted will not be returned.

Do not submit a packet unless the required eligibility requirements are met and your current Union County College unofficial transcripts accurately reflect this eligibility, including transferred courses. Incomplete forms and submissions will not be considered and will not be saved.

A note to transfer students:

- All college transcripts must be evaluated. Be certain all the required pre/co-requisites are listed in the Student Information System database as transferred. The transferred courses must be reflected on your current Union County College unofficial transcript submitted. Please be sure to review the transcript before submitting.
- 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 institution in a nursing course will not be considered for admissions.

Completed consideration packets are to be mailed to:

Trinitas School Of Nursing
Union County College
40 West Jersey Street, 3rd floor, Room 324
Elizabeth, NJ 07202

Packets may also be delivered in person. Packets must be delivered during office hours. Leaving packet after hours is not a guarantee of receipt. Packets will be reviewed while there are seats available. Once the class is full, applications will no longer be reviewed.

Regular Office Hours:

Monday through Friday, 8:30 AM to 4:30 PM

Summer Office Hours:

Monday through Thursday, 8:00 AM to 5:00 PM

Packets for consideration for the LPN to RN completion program will be reviewed in January and June of each year. Letters of acceptance into NURE 211 and NURE 212 will be sent out electronically (email) to the applicants in the first week of February and the first week of July of each year. ***E-mails invitations will not be sent to a personal email address.*** Be sure to submit your student Owl email address only on the submission form. The date for registration will be

noted in the letter along with the list of required documents to take to registration. *Those students not invited must re-submit another packet in the spring for consideration for the next fall semester.

*Criminal History Background Check

All students enrolled in the Trinitas School of Nursing program must have a negative criminal history background check. Background checks are mandated by all clinical agencies and must be completed prior to registration into NURE 211 and NURE 212. A “background investigation” form from TABB available at www.trinitasschoolofnursing.org must be completed and submitted online to the agency with the required fee.

Eligibility requirements and registration protocol are subject to change at the discretion of the Trinitas School of Nursing.

9/11; 8/12; 9/13; 9/14; 9/15; 9.22.15