NURSING DEPARTMENT TRANSFER STUDENT POLICY

Transfer students will be considered for advanced placement into the Practical Nursing Program, upon meeting the following requirements:

1. A transfer student must be a member of the Practical Nursing Program for at least two quarters prior to completion of the full-time program and for at least four quarters prior to completion of the part-time program. Therefore, a transfer student will not be considered for advanced placement after the beginning of the second quarter (winter quarter) of the full-time program or after the beginning of the third quarter (spring quarter) of the part-time program.

2. The student must provide transcripts of all previously completed course work and any other records that the student considers helpful in documenting readiness to enter the Practical Nursing Program.

3. The student with previous nursing course work must provide letters from their last clinical and theory nursing instructors describing the student’s overall performance in the classroom, campus lab, and clinical areas. The letters must also indicate the student left the nursing program in good standing and would be allowed re-entry to the nursing program.

4. Proof of completion of ENGL& 101, HMATH 100 (or its equivalent), and Nursing 136 – Anatomy and Physiology (or its equivalent) must be submitted prior to entry.

5. The Department Chair of the Practical Nursing Program will evaluate each student requesting transfer into the PN program individually. After an interview with the student and a review of all pertinent records, the Department Chair will notify the student, in writing, of the decision regarding advanced placement.

6. The student agrees to give permission for the Department Chair of Practical Nursing Program to contact all previous nursing programs attended for further information.

I (name of student) ____________________________________________
give permission for the Department Chair of the Practical Nursing Program to contact all previous college nursing programs that I have attended and completed for further information.

__________________________________________  ______________________
Signature of Student                                Date

If you have any questions about the Transfer Student Policy or advance placement process, please contact the Practical Nursing Program Assistant for further information:

PN Program – Whidbey Island Campus
Genie Abbott, Program Assistant
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360. 679.5323
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