

## Transfer Student Admission Criteria

Enrollment in the Associate Degree Nursing Program is limited to clinical site capacity. All applications are evaluated without discrimination with regard to age, race, sex, creed, nation origin, or disability.

**Official documentation of completion of all admission criteria must be received before the applicant will be considered for admission.**

Transfer admission into the Kishwaukee Associate Degree Nursing Program requires the applicant to:

1. Submit official documentation of a *high school diploma or high school equivalency certificate* to the Student Services Office.
2. Submit **all** official *college/university transcript(s)*, to the Student Services Office.
3. Attendance of a nursing program information session is strongly encouraged. Registration for the session is not required. Please check our website [www.kish.edu/academics/programs/registered-nursing/index.php](http://www.kish.edu/academics/programs/registered-nursing/index.php) for dates/times.
4. Submit course syllabi for any nursing course you are requesting transfer credit for. Any course substitution for general education requirements that do not directly transfer must be presented to the admissions office for review.
5. Submit a letter of intent that describes why you are requesting a transfer to the Kishwaukee College Nursing Program.
6. **Three personal reference forms** must be submitted with application. ***In addition***, transfer students must submit a letter of reference from the Dean or Director of Nursing at their previous program. (*References may be mailed directly to the Nursing Department or submitted in sealed envelope with reference givers signature across the seal.*)
7. The above requirements, plus criteria outlined below **must be met before an application may be submitted.**
  - a. Completion of at least 12 credit hours in 100/200 level college course work.
  - b. Overall GPA of 2.500 or higher in at least 12 hours within the following course work applicable to nursing. All Kishwaukee College course work must be maintained at a 2.500 GPA or above. Italicized courses are not required for the degree at Kishwaukee, but are required if you choose to continue towards you B.S.N.  
BIO 103, BIO 105, BIO 213, BIO 258, COM 100, ENG 103, PSY 102, PSY 280  
[*CHE 110, CHE 111, ENG 104, HLT 201, MAT 208, SOC 170*]
  - c. Overall College (Kishwaukee and transfer) GPA of 2.500 or above in 100/200 level course work.
    - i. Once a student has completed at least 12 hours of 100/200 level course work at Kishwaukee, the Kishwaukee GPA will be utilized for this requirement.
  - d. Completion of BIO 103 and BIO 105 with grades of “B” or higher in the last 5 years.
    - i. Students who have completed BIO 259 with a “C” or higher in the last 5 years may waive this requirement.
  - e. Completion of a Tier 1 college level Math course, similar transferrable college course, higher level math with a “C” or higher or appropriate placement scores.
  - f. Completion of COM 100, ENG 103, and PSY 102 with grades of “C” or higher or appropriate placement scores.
    - i. Mathematics course expires after 5 years.
    - ii. Placement scores expire after 3 years.
  - g. ATI TEAS (Test of Essential Academic Skills) Testing with a minimum composite score of 60.0%. Testing includes areas of Reading, English, Mathematics, and Science.

- i. The testing link is located on the nursing website. Testing is scheduled through the ATI testing website.
    1. Students are encouraged to take tests at Kishwaukee College. Students who are unable to test at Kishwaukee must submit scores officially through ATI and show proof that the exam was not taken in the previous 90 days (*TEAS testing requires pre-registration*).
    2. Testing sessions will be scheduled every 2-3 months.
      - a. Students may take the only once per session. There are two to three test dates per session.
    3. The current cost is \$92 plus tax; this fee is subject to change.
  - ii. Study guides are available for an additional cost at [www.atitesting.com](http://www.atitesting.com)
8. **Apply to the nursing program between February 1<sup>st</sup> and 28<sup>th</sup> for Fall admission and between September 1<sup>st</sup> and 30<sup>th</sup> for Spring admission. Any applications received prior to or after these dates will not be processed.**
  - a. Students are admitted on a space available basis after requirements are completed.
  - b. Application submission should include all the above elements in a sealed envelope with applicant's **full name, Kishwaukee Student ID, and TRANSFER STUDENT** on the outside. Applications may be mailed or placed in Health Sciences Division locked drop box outside of B1222.

If application is complete and provisional acceptance is offered, the Director of Nursing will contact the transfer student for an interview and review of proficiency and competency testing requirements for full admission.

Final transfer student admission is based on space availability and successful completion of proficiency and skills competency testing.