NURSING PROGRAM TRANSFER CREDIT POLICY FOR NURSING & GENERAL EDUCATION COURSES

GENERAL TRANSFERABILITY CONSIDERATIONS

1. Grades of "C" or higher are required for transfer courses to satisfy Nursing Program course requirements.
2. Any students who are interested in Kishwaukee College Proficiency Examination credit or CLEP credit, or have questions regarding general education transfer credits should contact the Enrollment Services Office at 815-825-9375.

Students who have advanced course work in psychology or sociology, but whose course work has not been evaluated to satisfy the specific psychology or sociology course requirements for the Nursing Program, may wish to pursue the possibility of CLEP Subject Examination credit or departmental proficiency testing to meet Nursing Program course requirements. Currently, approved CLEP Subject Examinations are available for use for the following courses:

- PSY 102 (Introductory Psychology CLEP Subject Exam) **Minimum score of 50**
- SOC 170 (Introductory Sociology CLEP Subject Exam) **Minimum score of 50**
- ENG 103 (Composition I CLEP Subject Exam) **Minimum score of 50**

3. All students applying for Nursing must have official transcripts from all schools attended sent to the Enrollment Services Office at Kishwaukee College. The College transfer credit acceptance policy is outlined in the Kishwaukee College Catalog. Generally, transfer credit is awarded for course work, which is directly applicable toward Nursing Program requirements. For those courses accepted toward A.A.S. degree requirements, the transfer hours attempted, hours earned, and grade points earned will be included in computing the cumulative Kishwaukee College GPA.

(**Important Note**: Students with transfer credit who wish to fulfill the Associate of Science or Associate of Arts degree requirements, in addition to the A.A.S. degree in Nursing, will have **all** college-level course work attempted included in the cumulative Kishwaukee College GPA.)

4. Students who have earned "D" grades in transfer course work equivalent to Nursing Program course requirements will not be allowed to pursue Kishwaukee College Proficiency Examinations or CLEP Examinations to satisfy the Nursing Program course requirements in which they originally earned the "D" grade(s). In these cases, students must repeat the appropriate course(s) at Kishwaukee College, or at another college as long as the course at the other college is directly comparable to the Nursing Program course requirement. **Please refer to the College catalog to review course repeat policies.**

5. Transfer course credit for any Nursing course requirements for the Nursing Program will be determined by the Kishwaukee College Nursing Faculty. (See policies on next page)

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6. In general, courses used to satisfy Nursing Program course requirements must be equal in credit hours to the equivalent courses at Kishwaukee College. However, in some cases, a course for fewer semester hours of credit (e.g., a two semester hour course in general psychology) may be accepted as long as the course scope and content is directly equivalent to the Kishwaukee College course required for the Nursing Program. In cases where fewer semester hours are accepted to meet Nursing requirements, the student must have additional hours of appropriate elective credit to meet the minimum 66 semester hours required for the A.A.S. degree in Nursing.

7. Students who do not agree with the evaluation of general education course work acceptable toward Nursing Program requirements may meet with the Director of Enrollment Services for further review of the transfer course work presented for evaluation. In these cases, students should be prepared to provide a complete catalog description and a course syllabus for each course which the student feels should be evaluated to meet a Nursing Program course requirement.

SPECIFIC TRANSFERABILITY CONSIDERATIONS

1. **BIO 103, General Biology (3) & BIO 105 General Biology Lab (1).** Any introductory or advanced course with lab in general biology for a minimum of 4 semester hours of credit with a grade of "C" or higher may be evaluated to meet the BIO 103 & BIO 105 Nursing Program requirement.

2. **BIO 2l3, Introductory Microbiology (4)**. Any introductory or advanced course in Microbiology or Bacteriology for a minimum of 4 semester hours of credit with a grade of "C" or higher may be evaluated to meet the BIO 213 Nursing Program requirement.

3. **BIO 258 (4) / BIO 259 (4), Human Anatomy & Physiology (8)**. Any course or combination of courses for 4 semester hours of credit in Human Anatomy & Physiology may be evaluated for possible credit toward satisfaction of the Nursing Program requirement. Anatomy & Physiology transfer course work must have included content comparable to BIO 258 and BIO 259 at Kishwaukee College, involving both Human Anatomy and Human Physiology. At least 8 semester hours of credit must have been earned, with a grade of "C" or higher (or grades of "C" or higher in the case of a combination of courses).

4. **ENG 103, Rhetoric & Composition (3)**. Freshman-level college course in English Composition (comparable in scope and content to Kishwaukee's ENG 103) for 3 semester hours of credit, with a grade of "C" or higher, may be evaluated to meet the ENG 103 Nursing Program requirement.

5. **MAT 086, Intermediate Algebra II (2)**. Any college level preparatory course in intermediate algebra or college level math course taken in the last five years for a minimum of 2 semester hours of credit with a grade of "C" or higher may be evaluated to meet the MAT 086 Nursing Program requirement. A math placement test into college level math at Kishwaukee College in the last three years will also be evaluated to meet requirement.

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6. **PSY 102, Introduction to Psychology (3)**. Any introductory or general psychology course for 3 semester hours of credit, with a grade of "C" or higher, may be evaluated to meet the PSY 102 Nursing Program requirement.

7. **PSY 280, Life-Span Human Development (3)**. Any course or combination of courses in Life-Span Human Development may be evaluated for possible credit toward satisfaction of the PSY 280 Nursing Program requirement. Life-Span Human Development transfer course work should have included content comparable to PSY 280 at Kishwaukee College. At least 3 semester hours of credit must have been earned with a grade of "C" or higher (or grades of "C" or higher in the case of a combination of courses).

8. **COM 100, Oral Communications I (3)**. Any introductory course in oral communication, including public speaking, speech fundamentals, group discussion, or interpersonal communications, for 3 semester hours of credit with a grade of "C" or higher, may be evaluated to meet the COM 100 Nursing Program requirement. (**Important Note**: Students who wish to fulfill Associate of Science degree requirements, in addition to the A.A.S. degree in Nursing, must have completed a course which is directly equivalent to Kishwaukee's COM 100 course.)

TRANSFERRING NURSING COURSES

All nursing courses transferred from another nursing program will be evaluated by the Dean of Health & Education and Coordinator of Nursing.

Nursing courses to be considered for transfer must have been completed within two years of desired entry to Kishwaukee College. All nursing courses must have a grade of “C” or higher. All nursing courses, including transfer and Kishwaukee College, required for the Associate of Applied Science degree in Nursing must be completed within a four (4) year timeframe.

Any transfer student from another nursing program will need to take both a written and lab proficiency test prior to acceptance into the Nursing Program. Students who do not complete the Nursing Program within the specified timeframe are required to repeat all nursing courses for credit.

A letter of recommendation from the Dean or Director of Nursing of the transfer nursing program must be submitted to Kishwaukee College Nursing Program before course work is accepted.

Students who have a “D” or “F” in any transfer nursing course will be allowed only one opportunity to complete Kishwaukee’s Nursing Program. A second “D” or “F” in any nursing courses will require the student to withdraw from the Nursing Program with no opportunity for re-admission.

Transfer of credit for the ADN Program of Study from another institution that requires review by the Dean or Nursing Coordinator will be reviewed during the Nursing Program Application cycle (September 15th –October 31st for Spring admission, and February 15 -March 31 for Fall admission). Instructions for Transfer student applications are listed below.