



SCC Nursing

Frequently Asked Questions (FAQs)

Application Process & General Information

For SCC Nursing Programs

ONLINE APPLICATION PROCESS:

Q. #1: I submitted my application online. Is this all I need to do to complete the application process?

A. No. All new applicants must print and submit their application cover page AND the documents noted at the bottom of the page as directed. Applications will not be processed until all application materials are received. DO NOT submit the application cover page separately from the required support documents.

Q. #2: I submitted my application online, but do not have the support documents that I need to attach. I requested official transcripts from my college and they may not be available by the application deadline date. What do I do?

A. We suggest that students request necessary transcripts as soon as possible. The nursing program will not process applications for students that do not enclose them with their cover page by the deadline. The nursing program will process applications with unofficial transcripts. Once admitted the student is required to submit official transcripts to Admissions and Records.

Q. # 3: I am unable to download the nursing application. What do I do?

A. Beginning with the fall 2010 nursing program enrollment, students must complete their application online. Students should review the **Online Application Guidelines for Nursing** and the **Nursing Program information tutorial** before getting started.

Q. #4: I forgot to print or lost my cover page? How do I get a new cover page?

A. A cover page may be retrieved on the applicant status page. The **Online Application Status sheet** on the nursing website explains how to check your application status. A new cover page may be obtained by clicking on "Retrieve Cover Page" (indicated in blue) on the online applicant status page. Click on the link and you may view and print a new cover page.

Q. #5: I need to submit supporting documentation with my cover page. Do I have the information mailed to Sacramento City College or directly to the Nursing Department?

A. Students must submit support documents along with their application cover page to the Nursing Department in Mohr Hall Room 18, 3835 Freeport Blvd, Sacramento, CA 95822.

Q. #6: I completed English Writing (EngWr) 300 (or equivalent freshman writing course), does that mean I meet the reading requirement?

A. No, students have one of three ways to meet the reading eligibility. During spring 2010, the Academic Senate has concluded in a Memo of Understanding, that all Reading Eligibility assessment scores are transferrable throughout the Los Rios Community College District. Students are encouraged to see a counselor to confirm eligibility for the reading requirement. The Reading Competency examination is a Sacramento City College graduation requirement and not an application requirement.

Evidence of Reading Eligibility may be completed in one of three ways:

- Completion of ENGRD 110 or comparable or higher level course with a grade of "C" or better
- Recommendation of eligibility through the Los Rios Community College assessment process. This requires completing one of the following assessment tests at an LRCCD College: *CTEP* exam at ARC, CRC, or FLC OR *Accuplacer* at SCC. Students must also achieve a score indicating placement in ENGRD 310/312 at the time the test was completed.
- Possession of an Associate of Arts/Associate of Science degree or higher from a regionally accredited college in the United States
- There is 3 year recency for assessment results. If you tested below English Reading (EngRd) competency level, make sure the assessment test has been taken within the last 3 years.

Q. #7: Do I need to send my transcripts to the college after I submit my online application with supporting documentation for the ADN program?

A. You do not need to submit the additional documentation at the time of application. Only submit what the Cover page requests. You should, however, have all the required materials available in case you are invited to submit all required documentation. If you have attended other U.S. regionally approved colleges/universities you should order an official transcript(s). Have the transcript sent to your home because if you are invited to submit documentation, everything must be submitted at one time. Once accepted into the SCC nursing program, you will need to submit all transcripts to Admissions and Records.

Q. #8: The grade for one of my prerequisites is Pass/Fail or Credit/No Credit. How do I enter the grade in the online application?

A. A "pass" or "credit" will be assigned a "C" grade by the nursing department. Therefore, select "C" in the grade drop down menu. A "C" grade will be used in the science/non-science GPA calculation.

Q. #9: How do I calculate my GPA?

A. **Please note: Los Rios does not factor in "+" or "-" grades into GPA.**
The basic formula is Grade Points divided by Attempted Units = GPA

Grade Points are determined by using the following values: A=4, B=3, C=2, D=1 and F=0. Multiply the value for the letter grade received by the number of units for that class. For example: if you earned a “B” in a four unit class—you have earned 12 grade points (3 times 4). Classes taken on a “Credit/No Credit” or “Pass/No Pass” basis do not have attempted units or grade points—only classes with a letter grade have these. (Units earned for a class with “Credit” or “Pass” are counted only in “Completed Unit” totals.

Example:

	Units Attempted	Units Completed	Grade	Grade Points
Class 1	3.0	3.0	A (4)	12.0
Class 2	4.0	4.0	C (2)	8.0
Class 3	0.0	2.0	P	0.0
TOTALS =	7.0	9.0		20.0

So the cumulative GPA would be 20/7 which is 2.857

Q. #10: I have Advanced Placement or International Baccalaureate Credit for some of my prerequisite coursework. Where do I send my official score reports? How do I enter the grade in the online application?

A. As for your score reports, they must be sent directly to the SCC Nursing Office, Mohr Hall 18, 3835 Freeport Blvd, Sacramento, CA 95822. To submit your scores with your cover page, you will need to go to the quick question counselor desk and ask to have a copy of the report printed from the SCC database system for you. Attach this copy to your cover page as verification of meeting the prerequisite requirement. Upon getting admitted to SCC, you will also need to send you scores to Admissions and Records.

No matter the AP or IB test score, students will be assigned a “C” grade by the nursing department. Therefore, select “C” in the grade drop down menu. Students will need to use the “z-Petitions and Waivers” on the External Credit page. A “C” grade will be used in calculation of the science/non-science GPA calculation. Please refer to Question #10 above regarding GPA calculation.

Q. # 11: I am a new applicant. Why aren’t some of my prerequisite courses auto-filling into the application? I took the courses at a college in the Los Rios Community College District.

A. Did you complete the coursework prior to 1993? If so, these courses will not auto-fill into the application. Students will need to use the “z-LRCCD Courses prior to 93” selection in the drop down menu on the External Credits page. Further details about this process are noted in the on-line tutorial “How to Transfer External Credits on your Online Nursing Application Tutorial.”

Q. #12: I was not eligible to apply to the SCC nursing program. How can I improve my chances of being eligible in the future?

A. You may consider re-taking some of your pre-requisite courses at a college outside of the Los Rios Community College District to improve your GPA. If you received a passing grade you are not allowed to re-take courses within our district. To improve your TEAS scores you may need to do some remediation. First get the TEAS study manual for pointers on what you need to review. Consider taking a class in the area you scored low in, such as BIO 100 or 102, ENGRD 310 or 312, or a basic

math class. Utilize math review software located in our computer lab in Mohr Hall. Schedule an appointment with counselor Leila Stone in Mohr Hall, (916) 558-2070 for additional guidance.

Q. #13: How will I know that my application was processed?

A. Students can view the status of their application after it has been submitted by logging onto the Online Application status page. You can access the status page logging on to the eService. For further instructions please view the Online Application Status link located on the nursing website. **Do not call or email the SCC Allied Health Division office or Nursing Dept. regarding the status of your application.**

GENERAL INFORMATION QUESTIONS

Q. #1: Do I have to be enrolled at SCC to apply?

A. No you do not have to be enrolled at SCC to apply to the nursing program, but you must have student ID # to fill out your application through eservices. Therefore, you must apply to the district at www.scc.losrios.edu . Click on Application in the left column.

Q. #2: Do I really have to have all my prerequisites completed before applying?

A. Yes. All prerequisites must be completed before applying.

Q. #3: Should I get my CPR certification, immunizations, physical exam, and malpractice insurance before I apply?

A. This is not required prior to application. At the nursing orientation you will get instruction on what is required prior to actually beginning the program and the process you will need to follow.

Q. #4: Can I apply with my last few graduation requirements in progress?

A. No. This means that you must have all your pre-requisites completed **before you apply**. It is highly recommended that all co-requisites and graduation requirements are also completed before starting the nursing program due to rigor of the program and study time required to be successful. This may become a program requirement in the near future. Please check with a counselor to make sure you meet graduation competencies in Math.

Q. #5: Is there a pre-requisite recency requirement for the Associate Degree Program or the Vocational Nursing Program?

A. There are NO recency requirements for the pre-requisites for the Associate Degree Nursing Program or for the Vocational Nursing Programs.

Q. #6: What if my application is not complete?

A. The enrollment application must be completed in its entirety or it will not be processed and you will not receive your confirmation of eligibility to apply.

Q. #7: How long does the Associate Degree Nursing Program take to complete? Does it include summer school?

A. The Associate Degree Nursing Program at the Main Campus is a two year program offered over four semesters with no summer school. The Associate Degree Nursing Program at the Extended Campus is an accelerated program that includes class during the summer. Each semester is 16 weeks long. Breaks are minimal (usually one week) between semesters of the accelerated Extended Campus program. When the session break falls during the winter break, classes resume after the first of the New Year.

Q. #8: What is the TEAS test?

A. The test is a standardized assessment test for pre nursing candidates in the areas of Reading, Mathematics, Science, English and language usage. SCC uses the Test of Essential Academic Skills (TEAS) Version V test from Assessment Technology Institute (ATI). This assessment test is a pre-requisite of the nursing program and costs \$35. Students must have a credit card to purchase their TEAS test online during their assessment testing appointment.

Q. #9: How often are applications accepted for the RN Nursing Program both at Main and the Extended Campus? How about for the LVN program?

A. Applications are accepted twice a year during a 6 week window for the **ADN and VN programs** on the Main Campus. We have changed to **September and February** open enrollment windows. Enrollment periods for the Extended Campus vary according to the needs of students, the Sacramento area community and the current job market. Please check the SCC nursing website periodically for upcoming enrollment periods for the Extended Campus. Applications for the LVN to RN Career Mobility Program are available early in spring semester.

Q. #10: I've taken Anatomy and Physiology online. Do you accept online lab classes?

A. No, SCC does not accept online lab courses.

Q. #11: Do I need to see a counselor if I am a transfer or returning student to the SCC program?

A. All transfer and returning nursing **students** are required to meet with Leila Stone, Counselor in Mohr Hall to review program progress.

Q. #12: Can I apply to the nursing program if I have a criminal/conviction history?

A. In accordance with the CA Board of Registered Nursing and the CA Board of Vocational Nursing and Psychiatric Technicians, a person convicted of any offense other than a minor traffic violation, may not qualify to be licensed as a nurse. All convictions must be reported. Students with a criminal background may not be allowed to attend a clinical facility if the offense is determined to be significant enough to warrant denial by the facility. If a student is not allowed into the clinical facility, he/she will not be able to meet the objectives of the nursing program. Furthermore, when nursing graduates apply for licensure they must submit fingerprints which are analyzed and must be cleared prior to granting a license to practice nursing. Students with criminal histories are strongly encouraged to consider this information prior to selecting this career option and applying to the program.

Q. #13: Can I still apply if I have a disability?

A. Yes you can. A student must have the disability documented from our SCC Disability Resource Center. We also recommend reviewing our [Essential Functions](#) required for all Allied Health students. Please contact the SCC Disability center for further details.

Q. #14: I've been offered a space in the program, now what?

A. Students officially offered a space in the program will be sent an email (SCC email address only). Students will be required to either accept or decline their space in the program by a specified deadline. Further instructions will be given to the student during their nursing orientation.

Q. #15: I was notified that I am an alternate to the program. What does that mean?

A. Being an alternate means that all spaces have been filled. If a qualified applicant declines their space in the program, we will contact those students on the alternate list. We do not maintain the alternate list after classes start. Alternates who are not offered a space in the program will need to reapply during the next application period.

Q. #16: Do I need a Social Security Number (SSN) to apply to the program?

A. Yes. Hospitals and other clinical settings require that SCC nursing students have completed a criminal background clearance. In addition, a SSN is required for licensing. All students accepted to the program will be required to provide a copy of the Social Security Card. For more details: <http://www.rn.ca.gov/pdfs/schools/edp-i-33.pdf>

Q. #17: After reading the above information and meeting with a SCC counselor, who do I contact if I still have questions?

A. After reading all the information provided on the ADN web site and after meeting with a SCC counselor if you still have questions, please attend one of our regularly scheduled information sessions held in the nursing department. For details go our nursing website and click Informational Meeting for the next available Nursing Information session. If you still have questions after attending one of the information sessions you may email your questions to SCCNursingApplication@losrios.edu .

Q. #18: I have finished my degree (AA, AS, BA, BS) but it has not posted to my academic records yet. May I still receive the 5 points in Criterion 1?

A. No. In order to receive points for a degree, the degree must be posted to your academic record and a copy of college transcript is required as supporting documentation.

Q. #19: If I have a degree from a foreign country, will I receive admission points for having this degree?

A. SCC does not evaluate foreign transcripts nor is credit granted for foreign coursework. Students with a degree (AA/AS, BA/BS, or higher) from a school outside the United States must have their foreign transcript evaluated by a National Association of Credential Evaluation Services (NACES) approved independent agency. The evaluation must specify equivalency to an AA/AS or a BA/BS or higher from a U.S. regionally accredited college. **The NACES evaluation will be used ONLY to award points as part of the ADN admission criteria.**

Q. #20: Do you keep a waiting list for admission to the next semester?

A. No. Students who are not offered a space in the program will need to reapply during the next application period.

Q. #21: What are the costs of the nursing program?

A. Students are responsible for the following costs:

- ✓ \$1548 enrollment fees (\$36 x 43 units)
- ✓ \$98 for drug screen (urine) &_background check

- ✓ \$50.00 - CPR with AED – Health Provider “C”
- ✓ \$2785.00 – approx costs for uniforms, shoes, supplies, books (4 semesters)
- ✓ \$450 BRN application, IP, NCLEX, graduation costs (including \$25 stole)
- ✓ \$40.00 Malpractice Insurance
- ✓ \$40.00 - LiveScan fingerprinting
- ✓ \$140 Physical Exam, Immunizations including flu shot - own health care provider

START UP COSTS = \$3700-\$3900 plus enrollment fees access to computer, ink/paper, printer, and internet); **TOTAL PROGRAM COSTS = \$5106**

Extended Campus students do not pay enrollment fees, but are responsible for the other costs mentioned above. Financial aid and numerous scholarships are available for nursing students. Because it takes months to process, please apply for financial aid early. Go to the SCC website [Financial Aid](#) for FAFSA application and details. The amount of financial aid is based on the number of units taken each semester.

Sutter Health Sacramento Sierra Region has endowed funds to the Los Rios Community College District for Extended Campus student scholarships. Students attending the Extended Campus must show high academic achievement and financial need to apply.

Q. #22: Do I have to be a Sutter Employee to apply to the Extended Campus program?

A. The SCC program at the Extended Campus exists because of the financial support from the Sutter Health Sacramento Sierra Region (SHSSR) in response to the nursing shortage crises in the greater Sacramento area. This response reflects a core value of the Sutter Health organization: to be actively involved in health-related activities in the communities served by the Sutter Health network throughout Northern California. By sponsoring this program, the SHSSR's overall goal is to benefit the community by graduating more registered nurses. Additionally, by paying the students' enrollment fees, the SHSSR is helping remove one of the financial barriers to individuals pursuing their dream of becoming a registered nurse. The application process is open to all qualified members of the greater Sacramento area. Our belief is the majority of graduates will stay in the Sacramento area, and therefore will benefit the community by helping decrease the nursing shortage impacting all the health systems in the region. **For all of these reasons, being employed at a Sutter facility is not a criteria for admission.**