Admission process

Within 30 days of the application deadline, all applications will be reviewed. Applicants determined to be eligible for admission will be ranked according to the below factors. Applicants are notified of admission status by U.S. mail.

Selection criteria is based on the following weighted factors.
Applicants are admitted in order of the highest points earned.

- The applicant’s GPA as of the application deadline date for the six required general education courses multiplied by three to arrive at the GPA value points (e.g., GPA of 2.9 multiplied by 3 equals 8.7).

- In order to utilize credits transferred from other institutions, official transcripts MUST be submitted and fully evaluated by MCC’s Records Office prior to the application deadline. Transcript evaluations can take 4-6 weeks upon receipt and fully evaluated by MCC’s Records Office prior to the application deadline. Transcript evaluations can take 4-6 weeks upon receipt.

- The applicant’s TEAS score will be converted to a scale of 10 to arrive at the TEAS value points (e.g., score of 82 converted to 8.2 value points). Applicant must score 50 percent or higher in each of the four subcategories and overall individual score. Please read the TEAS information sheet found within this packet for further explanation of the scoring process.

- The applicant will be assigned value points based on the number of additional required general education courses completed by the application deadline. Only courses completed with a grade of C or higher are counted (with the most recent grade used). The below courses/value points must be completed before applying to the program to be counted in the admissions pointing system. The courses do NOT need to be completed prior to starting the program:
  - HMRL 1010 Human Relations Skills (1 point)
  - ENGL 1020 English Composition II (1 point)

The below courses/value points are not required for acceptance; they must be completed by application date to count in the pointing process; and they must be completed before starting the program:
  - BIOS 2150 Microbiology (2 points)
  - INFO 1001 Information Systems and Literacy (1 point)

Admissions requirements vary depending on the individual applicant, see page 3 for more details:

- Current students in the Practical Nursing program at MCC
- Applicants who have already graduated from a practical nursing program
- Applicant’s standardized test results

Final admission will be based on receipt of completed background check and drug screening results and eligibility to attend clinical at all healthcare organizations partnered with the nursing program. Details regarding types of tests and approved vendors will be provided upon admission acceptance. See separate sheet for details on each of these.
### Requirements

Prerequisites may exist for general courses. Refer to the College catalog.

<table>
<thead>
<tr>
<th>General Education requirements</th>
<th>51.0* credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOS 2150  Microbiology*</td>
<td>6.0</td>
</tr>
<tr>
<td>INFO 1001  Information Systems and Literacy*</td>
<td>4.5</td>
</tr>
<tr>
<td>BIOS 2310  Human Anatomy and Physiology I</td>
<td>6.0</td>
</tr>
<tr>
<td>BIOS 2320  Human Anatomy and Physiology II</td>
<td>6.0</td>
</tr>
<tr>
<td>CHEM 1010  College Chemistry**</td>
<td>6.0</td>
</tr>
<tr>
<td>ENGL 1010  English Composition I</td>
<td>4.5</td>
</tr>
<tr>
<td>ENGL 1020  English Composition II</td>
<td>4.5</td>
</tr>
<tr>
<td>HMRL 1010  Human Relations Skills</td>
<td>4.5</td>
</tr>
<tr>
<td>MATH 1315  College Algebra**</td>
<td>4.5</td>
</tr>
<tr>
<td>PSYC 1120  Human Growth and Development</td>
<td>4.5</td>
</tr>
</tbody>
</table>

The general education requirement for this degree program exceeds the minimum standard number of hours. For more information, contact Student Services.

*Must be completed prior to starting RN courses.

**See page 4 for approved substitutions.

| Major requirements for Associate Degree Nursing | 57.0 credit hours |
| (35 ARE EARNED DURING FIRST YEAR PN) | |
| NURS 2140  Adult Nursing IV                | 5.0                |
| NURS 2150  Adult Nursing V                 | 5.0                |
| NURS 2210  Professional Role of the Nurse  | 1.0                |
| NURS 2310  Mental Health Nursing II        | 5.0                |
| NURS 2410  Family Nursing II               | 5.0                |
| NURS 2520  Concepts of Health Assessment and Therapeutic Interventions II | 1.0                |

For a complete description of courses, visit mycatalog.mccneb.edu.

It is recommended students keep a copy of all required paperwork. Copies of paperwork will not be available after the end of the quarter.

*All course grades must be a C or higher.*
For continuing PN students on the 1+1 track (current MCC students in the PN program who wish to continue through the Associate Degree Nursing program), the following requirements must be met by the application deadline to be considered for admission:

- Submit a completed application form through an MCC academic advisor (required for continuation)
- Provide an unofficial MCC transcript with application
- Be in good standing in MCC’s PN program and scheduled to graduate on time
- Hold a minimum MCC cumulative GPA of 2.0
- Complete the following pre-entrance courses (with a minimum grade of C; the most recent grade will be used in selection/ranking): BIOS 2310, BIOS 2320, CHEM 1010, ENGL 1010, MATH 1315 and PSYC 1120

<table>
<thead>
<tr>
<th>Begin PN courses</th>
<th>PN graduates</th>
<th>PN license</th>
<th>Eligible to enter ADN courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>May</td>
<td>Sept. 1</td>
<td>Fall quarter</td>
</tr>
<tr>
<td>Spring</td>
<td>November</td>
<td>March 1</td>
<td>Summer quarter</td>
</tr>
</tbody>
</table>

PN students admitted in the fall quarter will be eligible for continuation in the following fall quarter ADN class.

PN students admitted in the spring quarter will be eligible for continuation in the following summer quarter ADN class.

**PN students must complete BIOS 2150 and INFO 1001 with a grade of C or higher prior to beginning ADN classes.**

For applicants who have already graduated from a practical nursing program, the following requirements must be met by the application deadline to be considered for admission:

- Submit a completed application form through an MCC academic advisor
- Possess a current license for Nebraska or compact state (ncsbn.org) as a practical nurse and submission of official verification from the state
- Complete Test of Essential Academic Skills (TEAS) with a score of 50 percent or higher in each of the four subcategories and overall individual score. Please read the TEAS information sheet found on pages 7-8 within this packet for further explanation of the scoring process Submit official transcripts from all previously attended colleges, other than MCC; including those from your practical nursing program
- Hold a minimum MCC cumulative GPA of 2.0 (if coursework has been completed at MCC)
- Complete the following pre-entrance courses (with a minimum grade of C; the most recent grade will be used in selection/ranking): BIOS 2310, BIOS 2320, CHEM 1010, ENGL 1010, MATH 1315 and PSYC 1120
- Successfully complete a standardized test of nursing competency (as determined by the nursing program at MCC) if the applicant has been a PN for more than five years or has received certification from somewhere other than MCC
- **The following two courses must be completed prior to the start of nursing courses:** BIOS 2150 and INFO 1001
- Copy of high school diploma/transcripts or GED
Admission requirements for all students

If accepted, applicants must have the following by orientation:

- Healthcare provider or Professional Rescuer CPR certification (contact Jenny Hank at jhank@mccneb.edu with any questions concerning this certification)
- Copy of all immunizations: Varicella; Tetanus (within 10 years); MMR; Hepatitis B; TB; annual flu shot and *COVID vaccine
- COVID vaccine *if required by clinical affiliated partner agreements

  □ Dose 1  ________________  Date __________
  □ Dose 2  ________________  Date __________
  □ Booster  ________________  Date __________

- Medical exam form (obtained upon acceptance)

Substitutions

CHEM 1010 College Chemistry
  (substitutions: CHEM 1210 and CHEM 1211; CHEM 1212; or CHEM 1220)

ENGL 1010 English Composition 1
  (substitution: none)

MATH 1315 College Algebra
  (substitutions: MATH 1310 (by 2021 deadlines) MATH 1420; MATH 1430; MATH 2410 or MATH 2411; MATH 2412; or MATH 2510)

PSYC 1120 Human Growth and Development
  (substitution: none)
ASSOCIATE DEGREE NURSING
APPLICATION FORM

Application deadline: June 1 for fall quarter start; March 1 for summer quarter start

Personal (print or type)
Full legal name ________________________________
(last)       (first)       (full middle)       (maiden)
Social Security ________________________________
MCC student ID ________________________________
Home address ________________________________
(street)       (city)       (state)       (ZIP)
Employer ________________________________
(name)       (address)
Telephone ________________________________
(home)       (work)       (cell, circle one: iPhone or Android)
Email ________________________________
Gender: ☐ male ☐ female
Birth date ________________________________
(month)       (day)       (year)
Marital status: ☐ single ☐ married ☐ widowed ☐ divorced
U.S. citizen: ☐ yes ☐ no
If no, type of visa: ☐ student ☐ permanent ☐ other ________________________________
Have you previously enrolled at MCC? ☐ no ☐ yes dates ________________________________
Do you have a ☐ high school diploma ☐ GED year received ________________________________
Name of granting institution ________________________________
Address of granting institution ________________________________
(street)       (city)       (state)       (ZIP)

Colleges previously attended other than MCC (if applicable):
(In order to complete the application process, all colleges/universities you have attended must send an official academic transcript to Metropolitan Community College, Records, P.O. Box 3777, Omaha, NE 68103-0777.)

College       Address       Dates attended
1. ________________________________
2. ________________________________
3. ________________________________
4. ________________________________
Furnishing the following information is not a requirement for admission and will not be used in admission discussions. The data will be used for statistical purposes only.

Are you:

- [ ] Hispanic/Latino
- [ ] Non-Hispanic/Latino

For those individuals who are non-Hispanic/Latino, select one or more of the following:

- [ ] American/Alaska Native
- [ ] Asian
- [ ] Black or African American
- [ ] Hawaiian/Pacific Islander
- [ ] White

I certify that to the best of my knowledge, the information furnished in this application is true and complete. I agree that if such information or any other information upon which my admission is based is not true or complete, the College may rescind my acceptance. I further agree that I will abide by the rules and regulations of the College including but not limited to those rules contained in the current College catalog.

I acknowledge that all official transcripts that I forward to the College become the property of the College and will not be forwarded to another institution or returned to me.

Applicant signature ___________________________ Date ______________________

Printed name ________________________________

Submit completed application and checklist to any academic advisor at MCC.
Test of Essential Academic Skills (ATI TEAS) Nursing Program Admission Requirement

The TEAS® was developed to measure basic essential skills in the academic content areas of reading, mathematics, science and English. These entry level skills are important for nursing program applicants. MCC requires applicants to the LPN and the RN programs to complete the ATI TEAS. The test must be taken within three years of the application deadline.

**What it is**
The ATI TEAS is a 170-item multiple-choice test (20 questions are pre-test items, leaving 150 scored items).

<table>
<thead>
<tr>
<th>Content area</th>
<th>Number of questions</th>
<th>Time Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading</td>
<td>53</td>
<td>64 minutes</td>
</tr>
<tr>
<td>Math (Calculator in program)</td>
<td>36</td>
<td>54 minutes</td>
</tr>
<tr>
<td>Science</td>
<td>53</td>
<td>63 minutes</td>
</tr>
<tr>
<td>English</td>
<td>28</td>
<td>28 minutes</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>170</strong></td>
<td><strong>209 minutes</strong></td>
</tr>
</tbody>
</table>

**Minimum score requirements**
The minimum acceptable score for the Test of Essential Academic Skills (TEAS), is 50 percent or higher in each of the four subcategories and overall individual score. No exceptions.

**How to prepare**
A study manual for the ATI TEAS is available. All applicants should review the study manual to prepare for the test. Study manuals are available for use at the Library and the Academic Resource Centers as well as for purchase from the MCC Bookstores and from the publisher, ATI Testing. An online practice assessment is also available from ATI Testing, for a fee.

**When the test should be taken**
Students must complete the test prior to the application deadline. Students are permitted one retake, but must wait 30 days. Applicants are recommended to schedule the test 45 days prior to the application deadline so that adequate time is available for a retake if it’s needed. Students should take the test after completing general education courses related to the TEAS® content areas.
Schedule the test
Schedule your test by calling or stopping by the Testing Center at:

- Fort Omaha Campus Testing Center .......... 531–MCC–2204
- Elkhorn Valley Campus Testing Center ...... 531–MCC–1278
- South Omaha Campus Testing Center .......... 531–MCC–4613
- Sarpy Center Testing Center ....................... 531–MCC–3803

Allow 3.5 hours for the test.

Before test day, you must create an account with the ATI testing company to set up your username and password. If you have questions after following the steps below, feel free to call one of the Testing Centers listed above.

To do this:

2. Click create an account located below the Sign On box.
3. As you complete the user information page, be sure to select METROPOLITAN CC ADN NE from the institution information drop down box.
4. Once you’ve finished entering your information, click register.

You will need your ATI username and password to begin the test.

Retake policy
Applicants must wait 30 days before retaking the TEAS® and the test can only be taken twice within three years of the application date. Retakes are scheduled in the same manner as the first test. Note: The most recent score is used for selection purposes.
All healthcare students are required to meet definite standards for the profession and for practical performance. Upon acceptance into one of the aforementioned courses/programs, students will be expected to sign the following document.

The following are specific requirements of all students:

- Ability to stand, sit, walk, push and squat
- Ability to lift and/or carry 25 pounds
- Ability to reach in forward, lateral and overhead motions
- Ability to climb stairs
- Ability to distinguish distance, colors, objects and persons
- Ability to demonstrate depth perception
- Ability to hear conversation, monitor equipment, perform auscultation, use telephone and distinguish background noise
- Ability to distinguish sharp/dull and hot/cold
- Ability to perform fine and gross motor skills with both hands
- Ability to think clearly and calmly in stressful situations
- Ability to communicate effectively, verbally and in writing, using appropriate grammar, spelling and vocabulary
- Ability to work cooperatively with others

I have read the above technical standards and acknowledge that I can comply with each of them.

__________________________________________________________
Applicant signature

__________________________________________________________
Social Security or student ID number

__________________________________________________________
Printed name

__________________________________________________________
Date
The PN Comprehensive Predictor test assesses the knowledge of LPN student. The test evaluates student comprehension and mastery of basic principles of nursing. Allow three hours for the test.

**What it is**
The PN Comprehensive Predictor is a 180-item tests based on the NCLEX-PN test plan. The assessments are based on the following areas:

- Adult medical surgical
- Fundamentals
- Management
- Maternal newborn
- Mental health
- Nursing care of children
- Nutrition
- Pharmacology

Students will have 180 minutes (three hours) to complete the proctored assessment.

**How to prepare**
There is an online practice test, available via the ATI website (fee for the practice test). Students can also prepare by utilizing their NCLEX study material. Subjects learned in LPN/PN classes should be studied, even if the subject matter is not utilized in your current position. Examples: obstetrics, medications and healthcare management are some of the subjects that can surprise students.

**Minimum score required**
The minimum score for admission into the MCC Associate Degree Nursing program is 85 percent probability score.

**When the test should be taken**
Students must complete the test prior to the application deadline. Students are permitted one retake per year (maximum of two per year) but must wait 45 days. The recommendation is to schedule the test 45 days prior to the application deadline so adequate time is available or a retake if it is needed. The most recent score is used when the test is retaken. This test is a requirement for all students who have had their LPN certification for more than five years from the application date or for students who have received their LPN certification from an institution other than MCC.

**Before coming to take the test**
Register with ATI Testing to set up your username and password. You will need the username and password to begin the test.

To do this:
- Visit atitesting.com.
- Create a new account.
- As you complete the user information page, select METROPOLITAN CC AND NE (for Registered Nursing) from the institution information dropdown box.
- Select register.

**Schedule the test**
Schedule testing by calling a Testing Center
- Elkhorn Valley Campus  531-MCC-1278
- Fort Omaha Campus  531-MCC-2204
- Sarpy Center  531-MCC-3800
- South Omaha Campus  531-MCC-4613

**Retake Policy**
Applicants must wait 45 days before retaking the PN Comprehensive Predictor. The most recent score is used for admission purposes. Retakes are scheduled in the same manner as the first test. MCC policy allows the PN Comprehensive Predictor to be taken twice per year at maximum.

Metropolitan Community College affirms a policy of equal education, employment opportunities and nondiscrimination in providing services to the public. To read our full policy statement, visit mccneb.edu/nondiscrimination.
Note: All applications must be submitted through an MCC academic advisor. An appointment can be made by calling 531-MCC-2400.

☐ ADN (RN)  ☐ PN to ADN (current MCC PN student)

Application period  _____ Fall entry  _____ Summer entry

- June 1 application deadline
- March 1 application deadline

Student name ________________________________  Student ID ____________________________

☐ Completed and signed application form

☐ Official verification from the state of active status as a:  CNA ☐  PN ☐  CMA* ☐

Nebraska: nebraska.gov/LISSearch/search.cgi

*If utilizing a certified medical assistant, a copy of the student’s current certificate card is required.

☐ Copy of high school diploma/transcripts

☐ Name of graduating institution for PN ______________________________________________ 

☐ Date of graduation for PN ______________________

☐ Copy of TEAS score attached

☐ Proof of successful completion of PN Comprehensive Predictor Exam if PN degree received at an institution other than MCC, or if PN licensing was obtained more than five years from application deadline date

☐ Copy of MCC Academic Progress Report (unofficial transcript)

☐ Copies of official transcripts from other colleges attended (if applicable) sent to MCC’s Records office

☐ General education course requirements (must be completed before application deadline)

☐ CHEM 1010 – College Chemistry - Grade ______

☐ ENGL 1010 – English Composition I - Grade ______

☐ MATH 1315 - College Algebra - Grade ______

☐ PSYC 1120 – Human Growth and Development - Grade ______

☐ BIOS 2310 – Human Anatomy and Physiology I - Grade ______

☐ BIOS 2320 – Human Anatomy and Physiology II - Grade ______

- CHEM 1010 and ENGL 1010 MUST be completed before RN graduation; if completed by application date, value points will be included in pointing system for admissions.

- ENGL 1020* – English Composition II (1 point) - Grade ______

- MATH 1315* – College Algebra (2 points) - Grade ______

- PSYC 1120* – Human Relations Skills (1 point) - Grade ______

- BIOS 2150 AND INFO 1001 MUST be completed by program entrance/start date; not required for program acceptance, but to receive value points in admissions pointing system, they must be completed by application deadline.

- BIOS 2150* – Microbiology (2 points) - Grade ______

- INFO 1001* – Information Systems and Literacy (1 point) - Grade ______

BIOS 2150 and INFO 1001 are required to be completed by entrance date of the RN program. Whereas, ENGL 1020 and HMRL 1010 can be completed after entrance but are required for degree.

* Additional value points course are counted only if completed with a grade of C or higher by application deadline.

Advisor signature ________________________________  Applicant signature ________________________________

Date ________________________________  Date ________________________________