

CENTRA COLLEGE

ACADEMIC CATALOG & STUDENT HANDBOOK

2021 - 2022 Admission Requirements

Primary Location:

Centra College
905 Lakeside Drive, Suite A
Lynchburg, VA 24501
Phone: 434.200.3070
Fax: 434.200.5239
www.centracollege.edu

Branch Location:

Centra College (Nurse Aide Education Program)
Bedford Memorial Hospital
1613 Oakwood Street
Bedford, VA 24523
Phone: 540.425.7526

This handbook is designed to provide students with information about the programs of study at Centra College ("College"). It sets forth, in general, how the College operates but the College reserves the right to change policies and procedures without notice. This handbook is not intended to be and should not be regarded as a contract between the College and any student or other person. Students are held responsible for knowing the information contained in the Catalog & Student Handbook. Failure to read or comply with the Handbook will not excuse the student from accountability. Changes are communicated via the website and the Learning Management System (LMS).

ADMISSIONS

It is the intent of Centra College to accept applicants who demonstrate the potential for academic success and are of good character. The admission process is competitive. Therefore, Centra College reserves the right to accept the most highly qualified applicants. It is the policy of Centra College, in compliance with applicable federal, state and local laws, not to discriminate against any applicant or to tolerate harassment because of race, color, religion, age, sex, national origin or ancestry, genetic make-up, marital status, veteran's status, genetic information, physical or mental handicap unrelated in nature and extent to an individual's ability to be successful in an academic setting or any other prohibitive factor.

Classes for the RN-BSN, ADN, and PN programs are admitted twice a year, in August and January. An application for admission is effective only for 12 months from the time of submission. If you are selected for admission but are unable to attend, you must notify the appropriate Academic Director in writing by the registration deadline. With approval from the Academic Director, you may defer to the following term.

The Nurse Aide Education program admits students in five-week (day-time) cohorts throughout the academic year for both Centra College and the branch campus, Bedford Memorial Hospital. An application for admission is effective only for 30 days from the time of submission. If you are selected for admission but are unable to attend, you must notify the appropriate Program Coordinator in writing by the registration deadline. With approval from the Program Coordinator, you may defer to the next offered class.

The RN-BSN, ADN, PN, and Nurse Aide Education programs are very competitive and challenging. Meeting the minimum admission criteria does not guarantee acceptance into a program.

ELIGIBILITY FOR ADMISSION

- Applicants who have previously been dismissed from another nursing program may be asked to participate in an admission interview to determine eligibility for application review. The interview does not guarantee acceptance into a program.
- "Ability-to-benefit" students are ineligible for admission.
- If found ineligible for admission, applicants will be notified via mail.
- Centra College does not offer credit for experiential learning.
- Centra College is not certified as a Student and Exchange Visitor Program (SEVP) and is not authorized to enroll F and M nonimmigrant students. Centra College is regulated by the Virginia Board of Nursing (VBON). Upon graduation or completion of the program, the graduate is eligible to file an application to take the examination for licensure in the state where the graduate expects to practice. For further State specific information, utilize <https://www.ncsbn.org/contact-bon.htm>

APPLICATION DEADLINES

Completed application packets must be received by the admission deadline.
Requirements for application are detailed in each program below.

Registered Nurse to Bachelor of Science in Nursing program

Fall Semester (August).....June 30th
Spring Semester (January).....November 15th

Associate Degree in Nursing program

Fall Semester (August).....March 31st
Spring Semester (January).....August 31st

Practical Nursing program

Fall Semester (August).....March 31st
Spring Semester (January).....August 31st

Nurse Aide Education program

Rolling admission

ADMISSION REQUIREMENTS

Traditional RN-BSN Pathway

**Traditional RN-BSN pathway is defined for potential candidates who are identified as a Licensed Registered Nurse and can demonstrate completion of all admission requirements, additional requirements, and pre-requisite requirements for entrance into this pathway.*

Application Requirements for the Registered Nurse to Bachelor of Science in Nursing Program

- This institution does not offer distance education to students outside the state of Virginia.
 - If any enrolled students relocate outside the State of Virginia prior to program completion this may adversely impact the student’s ability to complete the program or gain in-field employment.
 - Proof of a Virginia residence will be required prior to the program start date. To prove Virginia residency, a student must present a valid Virginia driver’s license in your name and one of the following:
 1. A current lease agreement in your name with a Virginia address
 2. A current Virginia voter registration card in your name
 3. A current automobile registration in your name showing your Virginia address
 4. A business or official correspondence in your name at your current Virginia address dated no more than 3 months before program start date (utility bill, telephone bill, billing statement, etc.)
- Official final high school transcript indicating that the applicant has completed an approved four-year high school course of study or the equivalent as determined by the appropriate educational agency.
- Official college transcript(s) indicating completion of an Associate Degree in Nursing Program and all other regionally accredited U.S. (and U.S. territories) institution(s) attended.
 - Transcripts must be no more than three (3) years from the date printed.

- Proof of a current unrestricted license to practice as a Registered Nurse
- Completion of prerequisite course grades with a minimum grade of a “C”.
- A minimum curricular GPA of 2.7 in prerequisite courses is required.
- Student Evaluation plus a Letter of Recommendation (1) from an individual, other than a family member or friend, must accompany the application.
 - The recommendation should be from those who can speak to the applicant’s work ethic, community service and/or academic performance.

Prerequisites for the Registered Nurse to Bachelor of Science in Nursing Program

Official transcripts of completed prerequisite courses must be submitted as supporting data by the application submission date. Students that have more than one (1) prerequisite course in progress at the time of the application will be considered on a case-by-case basis. Required prerequisite courses include:

Prerequisites*

- BIO 141/142: Anatomy & Physiology I/II
- English 111/112: College Composition I/II
- PSY 200: Principles of Psychology
- PSY 230: Developmental Psychology
- HLT 230: Principles of Nutrition and Human Development
- Electives: 6 credits-Humanities/Social Science
- Completion of RN Program

Additional Requirements for Admitted Students

- Background check and drug screen for non-Centra employee students only if obtaining practicum hours within a Centra facility (conviction of certain crimes may preclude admission to the College).
- BLS Provider by American Heart Association (Adult, Child, Infant, and AED taught in course). If card expires while attending the program, the student must enroll into a BLS Provider CPR re-certification course to maintain an unexpired status for clinical settings.

Application Requirements for Associate Degree Program

- Official final high school transcript indicating that the applicant has completed an approved four-year high school course of study or the equivalent as determined by the appropriate educational agency.
- A minimum curricular GPA of 2.7 in prerequisite courses is required.
- All prerequisite course grades must be a minimum of a “C”.
- Official college transcripts from all regionally accredited U.S. (and U.S. territories) institution(s) attended.
 - Transcripts must be no more than three (3) years from the date printed.
- An ATI TEAS Entrance Exam score is completed with the application.

- Test scores should be no older than 1 year from the application deadline for cohort the student is applying for.
- Areas to be tested include Reading, Math, Science, and English Language and Usage.
- Student Evaluation plus a Letter of Recommendation (1) from an individual, other than a family member or friend, must accompany the application.
 - The recommendation should be from those who can speak to the applicant’s work ethic, community service and/or academic performance.
- Transfer students refer to the College Catalog: Transfer of Credits into Centra College

Prerequisites for the Associate Degree in Nursing Program

Official transcripts of completed prerequisite courses must be submitted as supporting data by the application deadline date. Students that have more than one (1) prerequisite course in progress at the time of the application will be considered on a case-by-case basis. Required prerequisite courses include:

- BIO 141: Anatomy & Physiology I4 credit hours
- HLT 143: Medical Terminology I3 credit hours
- PSY 230: Developmental Psychology.....3 credit hours
- HLT 230: Principles of Nutrition and Human Development.....3 credit hours
- **SDV 101: Orientation to Nursing.....1 credit hour
 - The SDV 101 requirement will be waived for students who are a current LPN and/or have a previous college degree of Associates or higher.

Advanced Placement (Licensed Practical Nurses)

Applicants for the Associate Degree in Nursing program who are current Licensed Practical Nurses have the opportunity to test out of several courses in the first semester of the ADN curriculum. Interested applicants must complete the online application for the Associate Degree in Nursing program and submit all required documents in addition to the following

- Submit an official transcript from a state approved school of practical nursing.
- Submit proof of a current unrestricted license to practice as a Licensed Practical Nurse.

Licensed Practical Nurses may receive credit for NUR 150, NUR 165, NUR 170, NUR 175 (see below).

NUR 150 Introduction of Nursing Concepts: To receive credit for this course, applicants must successfully complete the ATI RN Specialty Fundamentals test. The student is required to pay for this exam. Students will be proctored at the College on a selected testing date. In addition, a Dosage Calculation Test and Medication Skills Assessment will be given at the College various times during the year. The student is required to score an 80% or better on the Dosage Calculation Test and to pass the Medication Skills Assessment.

NUR 165 Health Promotions and Assessment: To receive credit for this course, applicants must satisfactorily complete a full head-to-toe assessment. The assessment will be scheduled at the College and supervised by a full-time or adjunct faculty member. The student is required to supply all materials needed for the assessment.

NUR 170 Professional Nursing Concepts I: To receive credit for this course, applicants must successfully complete the ATI RN Specialty Nursing Leadership test. The student is required to pay for this exam. Students will be proctored at the College on a selected testing date.

NUR 175 Health Care Participant: To receive credit for this course, applicants must successfully complete the ATI RN Specialty Community Health test. The student is required to pay for this exam. Students will be proctored at the College on a selected testing date.

Application Requirements for Practical Nursing Program

- A minimum high school GPA of 2.2 is recommended for the Practical Nursing (PN) program.
 - If recent college credits have been completed, the final course grades will be taken into consideration for admission.
- Official high school transcript indicating that the applicant has or will complete an approved four-year high school course of study or the equivalent as determined by the appropriate educational agency. Once your course of study is complete, a final official transcript must be submitted prior to starting Centra College classes.
- Official college transcripts from all regionally accredited U.S. (and U.S. territories) institution(s) attended, if any.
 - Transcripts must be no more than three (3) years from the date printed.
- An ATI TEAS Entrance Exam score is completed with the application.
 - Test scores should be no older than 1 year from the application deadline for cohort the student is applying for.
 - Areas to be tested include Reading, Math, Science, and English Language and Usage.
- Student Evaluation plus a Letter of Recommendation (1) from an individual, other than a family member or friend, must accompany the application.
 - The recommendation should be from those who can speak to the applicant's work ethic, community service and/or academic performance.
- Transfer students refer to the College Catalog: Transfer of Credits into Centra College

Nurse Aide Education Program

- Official high school transcript indicating that the applicant has or will complete an approved four-year high school course of study or the equivalent as determined by the appropriate educational agency. Once your course of study is complete, a final official transcript must be submitted prior to starting Centra College classes.
- Must be 18 years of age prior to the start of the program.
- Letter of Recommendation (1) from an individual, other than a family or friend, must accompany the application.

- The recommendation should be from those who can speak to the applicant's work ethic, community service and/or academic performance.
- All admission required documentation must be mailed or delivered to the Centra Nurse Aide Program at Centra College (Main Campus) and received by 3:00 pm on the last day of the deadline.