

# TROY UNIVERSITY SCHOOL OF NURSING

## APPLICATION FOR ADMISSION TO BSN PROGRAM

Please submit all application materials to:

Troy University School of Nursing

BSN Admissions

400 Pell Avenue

Troy, AL 36082

(PLEASE PRINT)

Date: \_\_\_\_\_

Term and year for which you are applying: Term: Fall: \_\_\_\_\_ Spring: \_\_\_\_\_ Year: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_ SSN# \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Are you currently enrolled at Troy University? \_\_\_\_\_ If yes, are you enrolled **full-time** (12 hrs. or more) \_\_\_\_\_ or **part-time** \_\_\_\_\_?

If you are currently enrolled at Troy University, how many credit hours did you transfer to Troy University? \_\_\_\_\_

If you are not currently enrolled at Troy University, from what school will you be transferring? \_\_\_\_\_

Are you active military? \_\_\_\_\_ Which branch? \_\_\_\_\_ Are you needing early admission? \_\_\_\_\_

High School attended: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

**Education experience** (You must list all universities/colleges from which you earned college credit **including Troy University**):

NAME OF SCHOOL	CITY AND STATE	DATES ATTENDED

Person to be notified in case of emergency:

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_ Home Address: \_\_\_\_\_

I hereby affirm that all information supplied in these blanks is **complete and accurate**. I understand that withholding information requested or giving false information may make me ineligible for admission and enrollment. As a condition of admission, I further agree to comply with all policies and procedures relative to assessment and evaluation.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

If you have questions about the application procedure, please contact the BSN Office at Troy University, School of Nursing, BSN Admissions, 400 Pell Avenue, Troy, Alabama 36082 / (334) 670-3428 / [tadams110587@troy.edu](mailto:tadams110587@troy.edu).

**Troy University School of Nursing – Baccalaureate Program**

**INSTRUCTIONS FOR APPLICATION**

**READ THE INFORMATION BELOW AND SIGN AT BOTTOM OF PAGE.**

**READ CAREFULLY!**

**1. APPLICATION FOR ADMISSION TO TROY UNIVERSITY**

Students who are not currently enrolled at TROY must first apply and be accepted to the university. You may receive an application to TROY by contacting the Admissions Office at (334) 670-3179, or you may apply online at <https://admissions.troy.edu/undergrad/applying/applyOnline>.

**2. APPLICATION FOR ADMISSION TO SCHOOL OF NURSING BSN PROGRAM**

This form should be completed accurately and returned to: Troy University, School of Nursing, BSN Admissions, 400 Pell Avenue, Troy, Alabama 36082. Applications are accepted beginning February 1 and must be postmarked no later than midnight March 15 to be considered for fall admission. Applications are accepted beginning August 1 and must be postmarked no later than midnight September 15 to be considered for spring admission. Applications postmarked after these dates, or applications not accompanied by an academic evaluation and official transcript(s) will not be considered.

**3. OFFICIAL TRANSCRIPTS**

Students must submit official transcripts from all colleges and universities including Troy University. It is the student's responsibility to have ALL of his/her transcripts from all colleges/universities attended forwarded to the TROY Admissions Office prior to requesting a BSN Academic Evaluation AND have a second set of official transcripts forwarded to the BSN Nursing Office. (STUDENT-ISSUED TRANSCRIPTS ARE NOT ACCEPTABLE.)

**4. ACADEMIC EVALUATION**

**Students CURRENTLY ENROLLED at TROY with at least 12 hours of Troy credit** will need to obtain an official Undergraduate Academic Evaluation from the Academic Evaluation Center, a division of the University Records Office. If you have requested and received an OFFICIAL evaluation within the last year, you may print your evaluation from Web Express; this is the only exception. Requests for evaluations are made through the Troy University Records Office website at <http://www.troy.edu/records/forms.html>. Evaluations are processed in the order received and will take 3 to 6 weeks to complete, so please request your evaluation early

**Students who TRANSFERRED this semester and students who are TRANSFERRING from other colleges/universities** must submit a written request to the Academic Evaluation Center, a division of the University Records Office, to the attention of Ms. Shannon Grissette. Requests can be faxed to (334) 670 – 3027 or emailed to [sgrissette@troy.edu](mailto:sgrissette@troy.edu). Written requests must include copies of transcripts. These transcripts may be unofficial as long as the name of the institution appears in an official form on the document. Evaluations are processed in the order received and will take 3 to 6 weeks to complete, so please request your evaluation early.

**5. APPLICATION FEE**

BSN Application must be accompanied by a \$20.00 Application Fee. Check or Money Order should be made payable to Troy University. NO CASH or credit card payments will be accepted. No refunds allowed.

**6. BSN TRANSFER STUDENTS**

If you have been admitted to or will be transferring from another school of nursing, you must submit a letter from the dean/department chair of that school stating your eligibility to continue in the school. Students attempting to transfer credit from another school of nursing who are not or were not eligible to continue in the nursing program in which they are/were enrolled are not eligible for admission to Troy University's BSN Program unless they first complete an accredited associate degree program and are registered nurses.

**7. NOTIFICATION TO APPLICANTS**

**Applicants will be notified by mail of their admission status 4-6 weeks after the application deadline. No one** can verbally promise you a space, or acceptance into the BSN Program. Official letters will be mailed as soon as possible from the TROY BSN Admissions and Progression Committee. Unsuccessful candidates must reapply if they desire consideration for a future class.

**PLEASE DO NOT CALL THE BSN OFFICE** for information regarding your admission status **UNLESS** you have not received a letter from the Admissions and Progression Committee by the last day of May (for fall applicants) or the last day of November (for spring applicants).

I understand that if the School of Nursing does not receive (1) a written application, (2) a current BSN Academic Evaluation, (3) official transcript(s), and (4) \$20 application fee on or prior to March 15 for fall admission or September 15 for spring admission, I will not be considered for the next BSN class. Also, BSN Transfer Students must include letter from previous/current School of Nursing for application to be complete.

Signed, \_\_\_\_\_ Date: \_\_\_\_\_

**Satisfactory Completion of ALL General Studies Requirements for BSN Program  
and Grade Point Average Requirement**

This form **MUST** accompany the TROY Application form for admission to the BSN Program. All students seeking admission to the TROY BSN Program are required to sign this form in order for their application to be considered by the BSN Admissions Committee.

If you have not completed all general studies courses at this time, please provide us with the courses you are currently enrolled in or will be completing prior to starting the professional nursing course sequence. Please use an additional sheet, if necessary.

Remaining General Studies Course	Name Of School	Semester

**I understand that ALL General Studies Requirements for the BSN Program must be satisfactorily completed before I begin the professional nursing course sequence (NSG 3313/3314). Therefore, if I am unsuccessful in a course in which I am enrolled the term prior to entering NSG 3313/3314, or if I fail a CLEP examination the term prior to entering NSG 3313/3314, I understand that I CANNOT enter NSG 3313/3314, and must apply and be accepted again to the TROY BSN clinical sequence before I will be permitted to enroll in NSG 3313/3314.**

**I also understand that my overall cumulative grade point average (GPA) must be at least 2.5/4.0 AT THE TIME OF APPLICATION in order to be considered eligible to acceptance to the professional nursing course sequence. If my GPA is not 2.5 or higher at the time of application, or does not remain 2.5 or higher through the last term prior to the beginning of my professional nursing course sequence, I will not be allowed to enter NSG 3313/3314 and must reapply and be accepted again to the TROY BSN clinical sequence before I will be permitted to enroll in NSG 3313/3314.**

**I UNDERSTAND AND AGREE TO ABIDE BY THE POLICIES OUTLINES ABOVE WITHOUT EXCEPTION.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

If you have any questions, please contact the BSN office at 334-670-3428.

**UNIVERSITY ADMISSION PHILOSOPHY**

The federally Insured Student Loan Division of the Department of Health, Education and Welfare has made it mandatory for all students to be advised about the institution, its current academic or training programs and its faculties and facilities with particular emphasis on those programs in which the prospective student has expressed interest. The University must, before a student obligates himself or herself to pay tuition or fees to the institution, make a determination, based on an appropriate examination or other criteria, that there is a substantial and reasonable basis to conclude that such person has the ability to benefit from the institution or training to be provided.

**\*BASIC REQUIREMENTS FOR REGISTERED NURSE LICENSURE IN THE STATE OF ALABAMA**

- (1) The applicant must be a high school graduate or equivalent.
- (2) The applicant must be of good moral character.
- (3) The applicant shall have successfully completed the requirements for graduation from a Board approved registered nursing program (for RN licensure) or practical nursing program (for LPN licensure).
- (4) The applicant shall not be in violation of Code of Alabama, 1975, Section 34-21-25, or Alabama Board of Nursing Administrative Code 610-X-8-.01 and 610-X-8-.05.

While an applicant may meet the above qualifications, final approval to take the licensure examination and become licensed in Alabama is subject to action by the Board of Nursing.

\*For details refer to the current Alabama Board of Nursing Administrative Code.

**POLICY STATEMENT**

Troy University does not discriminate on the basis of sex, age, color, race, national origin, religion, or handicap in their admission, education, employment, or access to its programs. The University fully complies with the following: Civil Rights Act of 1964 and its amendments; Federal Executive Order 11246; Educational amendments of 1972 and 1974; the Viet Nam Era Veterans Readjustment Assistance Act of 1972; Age Discrimination Act of 1975; Family Educational Rights and Privacy Act of 1974.

Disclosure of a student's social security number is voluntary and not mandatory and this University is authorized under Federal Law to enroll non-immigrant alien students. The University complies with guidelines and regulations established by the Department of Health and Human Services and the Food and Drug Administration of the United States Government.

-----Please TEAR OFF THIS PAGE for your records-----

**IMPORTANT:** Students may enter the professional nursing course sequence in the fall or spring semester. Following is the schedule of courses needed to graduate with the BSN degree. Please contact the BSN office at 334-670-3428 if you have questions.

<b>General Studies Requirements for BSN Program</b>	<b>BSN Clinical Nursing Sequence</b>
<b>SEMESTER I</b>	
*ENG 1101, Composition & Modern English I	3 hours
*CHM 1142, General Chemistry I	3 hours
*CHM L142, General Chemistry I Lab	1 hour
*MTH 1112, Pre-calculus Algebra	3 hours
TROY 1101, University Orientation	1 hour
ART/MUS/DRA, Fine Arts Requirement	2 hours
HIS, History sequence course	3 hours
<b>SEMESTER II</b>	
*ENG 1102, Composition & Modern English II	3 hours
*BIO 3347, Anatomy & Physiology I	3 hours
*BIO L347, Anatomy & Physiology I Lab	1 hour
*PSY 2200, General Psychology	
OR *SOC 2275, Introduction to Sociology	
OR *ANT 2200, Anthropology	3 hours
ART/MUS/DRA, Fine Arts Requirement	2 hours
HIS, History sequence course	3 hours
<b>SEMESTER III</b>	
*BIO 3348, Anatomy & Physiology II	3 hours
*BIO L348, Anatomy & Physiology II Lab	1 hour
*PSY 3301, Basic Statistics	3 hours
*SPH 2241, Fundamentals of Speech	3 hours
*IS 2241, Computer Concepts & Applications	3 hours
*PHI 2204, Ethics and the Modern World	3 hours
<b>SEMESTER IV</b>	
*BIO 3372, Microbiology	3 hours
*BIO L372, Microbiology Lab	1 hour
ENG, Literature course	3 hours
*PSY 2210, Developmental Psychology (Lifespan)	3 hours
*NSG 2204, Nutrition	2 hours
*NSG 3315, Pathophysiology	3 hours
(NOTE: NSG 3315, Pathophysiology may be taken in Semester I of the Clinical Nursing Sequence.)	
*A grade of "C" or higher is required.	
ADDITIONAL NOTES: Students must complete six hours of courses international in scope. (Please see the university catalog for a list of these courses.)	
<b>SEMESTER I</b>	
NSG 3300, Dosage Calculations	1 hour
NSG 3306, Perspectives of Professional Nursing	2 hours
NSG 3309, Health Assessment	2 hours
NSG 3310, Health Assessment Practicum	1 hour
NSG 3313, Nursing Concepts	3 hours
NSG 3314, Nursing Concepts Practicum	3 hours
<b>SEMESTER II</b>	
NSG 3301, Pharmacology	3 hours
NSG 3325, Adult Health Nursing	3 hours
NSG 3326, Adult Health Nursing Practicum	3 hours
NSG 3334, Psychiatric-Mental Health Nursing	3 hours
NSG 3335, Psychiatric-Mental Health Nursing Practicum	2 hours
<b>SEMESTER III</b>	
NSG 3323, Maternal-Infant Health Nursing	3 hours
NSG 3324, Maternal-Infant Health Nursing Practicum	2 hours
NSG 3336, Adult Health Nursing II	3 hours
NSG 3337, Adult Health Nursing II Practicum	2 hours
NSG 3319, Informatics in Nursing	2 hours
<b>SEMESTER IV</b>	
NSG 4403, Child Health Nursing	3 hours
NSG 4404, Child Health Nursing Practicum	2 hours
NSG 4413, Complex Care	3 hours
NSG 4414, Complex Care Practicum	2 hours
NSG 4419, Research Process in Nursing	2 hours
<b>SEMESTER V</b>	
NSG 4405, Public Health Nursing	3 hours
NSG 4406, Public Health Nursing Practicum	2 hours
NSG 4417, Professional Nursing Seminar	1 hour
NSG 4407, Clinical Nutrition	1 hour
NSG 4415, Nursing Leadership/Management	2 hours
NSG 4421, Professional Nursing Clinical Preceptorship	3 hours

### SUBSTITUTION CREDIT

Applicants to the BSN clinical sequence who have courses which are listed as "ELECTIVES" on their Academic Evaluation and believe that any of those courses may substitute for a required course are responsible for seeking **SUBSTITUTION CREDIT BEFORE ENTERING THE CLINICAL NURSING SEQUENCE**. A substitution form may be obtained from the University Records Office. The student is responsible for supplying a course syllabus and/or catalog description of each course he/she wishes to substitute.

### STEPS IN SUBSTITUTION PROCESS

1. Fill in the information on the top portion of the substitution form.
2. Obtain signature of Academic Advisor.
3. Obtain signature of approval for substitution from the Department Chair responsible for the course.
4. Obtain signature of approval for substitution from the Dean responsible for the course.

Your substitution form will then be submitted to the University Records Office, and distributed as stated on the form.