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Program Description and Accreditation

Program Description

The Normandale Nursing Department educates students to become entry-level professional nurses. The nursing curriculum is a concept-based, spiraled curriculum that is designed to present and reinforce the knowledge necessary for successful and safe nursing practice.

Graduates are prepared to write the National Council Licensing Examination (NCLEX-RN), and, upon success, may begin practice as registered nurses. As part of the program's commitment to equity, holistic admission practices are utilized in granting program admission. Supervised clinical experiences are provided in various settings, including but not limited to rehabilitation, long-term care, and acute care. Acute care experiences vary but may include units such as mental health, orthopedics, medical-surgical, pediatrics, and obstetrics.

Graduates are eligible to apply to baccalaureate nursing programs in the Minnesota State system as part of the Minnesota State Nursing Articulation Agreement. Students may opt to complete required [Minnesota Transfer Curriculum](#) courses while completing the nursing program, which prepares them to transfer to [Minnesota State University, Mankato, to complete their BSN](#) with only the upper-division nursing courses remaining.

Reasonable accommodations may be available for individuals with disabilities. Information is available in the [Office for Students with Disabilities](#) at 952-358-8625.

Accreditation

Normandale's nursing program is approved by the Minnesota Board of Nursing and accredited by the Accreditation Commission for Education in Nursing (ACEN), 3390 Peachtree Rd NE, Suite 1400, Atlanta, Georgia 30326. Contact at 404-975-5000 or online at [ACENursing.org](https://www.acenursing.org).



Nursing Program Admission Requirements and Application Process

Normandale's Nursing Program admits **48 students per cohort**. Due to accreditation requirements, enrollment cannot exceed this number. The program is highly competitive, and we typically receive more than **200 applications per admission cycle**.

Application Process

Nursing applicants need to complete a two-step application process:

Step 1: Apply to Normandale

Submit the general [Application for Admission](#) to Normandale Community College.

Step 2: Apply to the Nursing Program

Submit the [Nursing Special Program Application](#) during the application period for your intended start term once you have fulfilled the admissions requirements.

Start Terms	Application Opens	Application Deadline	Notification Timeline	Class Start Date
Fall Semester	March 1	April 15	Early June	Late August
Spring Semester	September 1	October 15	Early January	Mid-January

Note: Students admitted for spring semester have a short timeline between notification and program start.

Minimum Requirements to Apply for Admission

Applicants must meet all of the following requirements:

1. Earn a minimum 2.75 GPA in the nursing prerequisite courses.
2. Complete all prerequisite courses with a grade of C or higher. Students may apply while completing their final prerequisite courses.
3. Have an official, current-version ATI TEAS score on file by the application deadline.



IMPORTANT DISCLAIMER ABOUT ADMISSIONS



The criteria listed above are the minimum eligibility requirements to apply to the program. **This is a competitive and holistic application** process. Admission is not guaranteed by completing the minimum eligibility requirements.



Required Prerequisite Courses

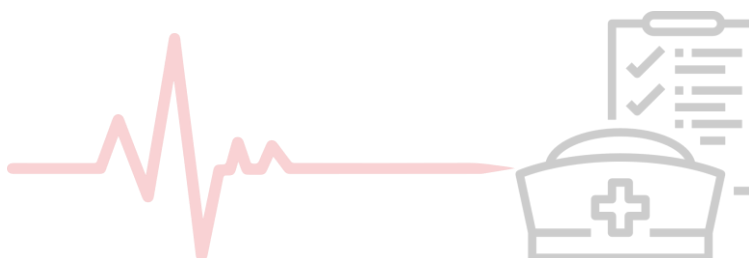
Course Number and Title	Pre-Requisites	Credits
ENG 1101 College Writing	ENG 0960 or college-level English placement	4
CHEM 1050 Foundations of Organic and Biochemistry (CHEM 1061 Principles of Chemistry 1 will also be accepted)	CHEM 1020 or complete Chemistry self-assessment for review to be placed into CHEM 1050	3
BIOL 2041 Human Anatomy	CHEM 1050 or CHEM 1061 or concurrent registration and college-level English placement or ENG 0960/EAP 0960	4
PSYC 1050 Intro to Human Development (PSYC 2210 Developmental Psychology will also be accepted)	None	3

Grading Scale

The following Grade Points will be used to calculate the pre-requisite course GPA for nursing admissions scoring.

For repeated coursework, the highest grade achieved will be used for scoring and pre-requisite GPA calculations. The lower grade will be excluded from the calculation.

Letter Grade	A+, A, AP Score 5	A-	AB	B+	B, AP Score 4	B-	BC	C+	C, Pass (P), CLEP, AP Score 3
Grade Points	4.0	3.67	3.5	3.33	3.0	2.67	2.5	2.33	2.00





TEAS Testing

Students seeking admission to the nursing program at Normandale Community College must take the (ATI) Test for Essential Academic Skills (TEAS) **before the application deadline**.

The TEAS is a timed, computerized exam that includes **Reading, Mathematics, Science, and English & Language Usage** needed for entry-level nursing students.

Important TEAS Information:

- No minimum score is required; however, the TEAS score is factored into the admissions scoring for applicants.
- Students may take the exam as many times as they wish but will need to pay the fee for each attempt. A student's highest score will be used.
- **Official TEAS score transcripts must be on file at Normandale by the application deadline.**
- Testing accommodations are available for eligible test takers.
 - Students needing accommodations and taking the exam through Normandale should contact the [Office for Students with Disabilities](#).
 - Students needing accommodations and taking the exam through ATI should [contact ATI directly](#).

Please review more information about TEAS testing requirements and exam dates on the [ATI TEAS Pre-Test webpage](#).

See Appendix B for TEAS Study Resources on page 15.

Nursing Application Submission and Holistic Admissions Scoring

Submitting Your Nursing Application

The Nursing Program electronic application will be available on the Nursing Application website during the dates posted on the [program application website](#).

- Applications will be reviewed after final grades have been posted for the term.
- Decisions will be sent to the student's Normandale email account during the range listed on page 2.
- **Start and submit your application early in case of technical issues. Late applications will not be accepted.**
- **Students must have a currently active admissions status to access the nursing program application.** Students who have not enrolled within the last two years will have their admissions status deactivated. All students, regardless of previous enrollment, will need to reapply to Normandale to reactivate their admission status.

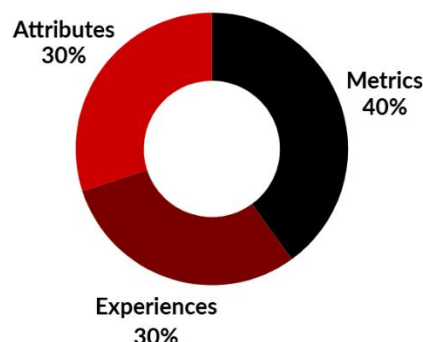
How Applicants Are Evaluated

The Nursing Program uses a **holistic admissions process** to evaluate applicants across three areas that contribute to success in nursing education and professional practice.



Scoring Breakdown

1. **Metrics (40% of score):** Measures academic preparation for the Nursing Program through GPA in prerequisite coursework and the ATI TEAS exam composite score.
2. **Experiences (30% of score):** Evaluates personal, educational, work, volunteer, and service experiences that demonstrate commitment to nursing, personal growth, and preparation for a helping profession.
3. **Attributes (30% of score):** Assesses qualities that support success in nursing, including intellectual curiosity, lifelong learning, teamwork, accountability, compassion, and commitment to serving diverse populations.



Scoring Criteria

Metrics (40%)

Applicant metrics scores are determined by the Prerequisite GPA and ATI TEAS Score.

1. **Prerequisite GPA**
 - a. Applicants must earn a cumulative GPA of 2.75 or higher in the four prerequisite courses.
 - b. Grades below C are not accepted.
2. **ATI TEAS Score**
 - a. Applicants must submit scores from the current version of the ATI TEAS.
 - b. No minimum score is required but score does impact applicant ranking.

TEAS Score and GPA Preparedness Ranges

TEAS SCORE	Preparedness Level
Less than 58.7	Basic or Developmental: Low or very low level of overall academic preparedness necessary to support learning of health sciences-related content. <u>There is no minimum score requirement, but your score impacts your application scoring.</u>
58.7 – 79.9	Proficient: Moderate level of overall academic preparedness necessary to support learning of health sciences-related content
80 – 91.9	Advanced: High level of overall academic preparedness necessary to support learning of health sciences-related content
92 – 100	Exemplary: Very high level of overall academic preparedness necessary to support learning of health sciences-related content



GPA	Preparedness Level
Less than 2.75	Basic or Developmental: Low or very low level of overall academic preparedness necessary to support learning of health sciences-related content. <u>GPA below 2.75 is not eligible.</u>
2.75 – 3.14	Proficient: Moderate level of overall academic preparedness necessary to support learning of health sciences-related content
3.15 – 3.54	Advanced: High level of overall academic preparedness necessary to support learning of health sciences-related content
3.55 – 4.0	Exemplary: Very high level of overall academic preparedness necessary to support learning of health sciences-related content

Students need to move into a higher preparedness level to see an increase in their metric score on the application.

Experiences (30%)

Applicant experiences scores are determined by essay and short answer questions on the special admissions application in the following areas:

1. Challenges and Obstacles Essay

Describe one or several personal lived experiences outside of work and school. Please share how you embraced growth, resilience, integrity, and tenacity (GRIT) and how this demonstrates your determination and commitment to becoming a nurse. **See Appendix A for essay question response examples on page 13.**

2. Work, Volunteer, and Service Experiences

Please list up to 5 experiences and include the (1) name of the organization, (2) title of role/experience, and (3) timeframe of involvement/when you earned your certification/education.

Examples include but are not limited to:

- Community Engagement/Experience (volunteer work to support the community)
- Healthcare or Service Experience, such as nursing assistant (NA/CNA/Home Health Aid), medical assisting (MA or CMA), licensed practical nurse (LPN), phlebotomist, emergency medical technician (EMT).
- Military service
- Wait staff, bartender, barista, hair stylist, customer service, taxi/ride share driver, etc.)

*You will be asked to describe in **600 characters (about 100 words)** the impact(s) these experiences had on you in terms of your commitment to nursing.*



3. Completed Degrees

Points may be awarded for an earned degree from an accredited college and/or university: Certificate/Diploma, Associate's degree (AA, AS, AFA, AAS), Bachelor's Degree (BA, BS), Master's Degree (MA, MS, M. Ed, MSW), or Professional/Doctoral (MD, PhD, EdD).

Note: Degrees must be completed at the time of application to earn points.

Attributes (30%)

Applicant attributes scores are determined by essay and short answer questions on the special admissions application in the following areas:

1. Intellectual Curiosity and Lifelong Learning

List up to 5 educational or training experiences that have had the most impact on you, even if they do not seem directly related to nursing. Include the name of the organization, the timeframe of the experience, and how this added value in your future career as a nurse. Do not include required work or school experiences; this was included in the work/volunteer experience section of the application. Examples include but are not limited to:

- Certifications/trainings such as CLS/PALS, conflict resolution, computer software, project management, diversity, equity, and inclusion training, interpreter training [second language/American Sign Language], etc.
- Academic coursework outside of prerequisites, community education, independent reading, research, or other examples that demonstrate skills for personal and intellectual exploration.

2. Teamwork, Collaboration, and Accountability Essay

Describe a situation in your life that demonstrates your commitment to teamwork, collaboration, and accountability. What was your role, and what was the outcome of this experience?

3. Beliefs and Values Essay

Describe a situation or experience that inspired you to be a nurse and prepared you to care for all individuals. Please include descriptions of your actions and how they impact the dignity, worth, and human rights of the individuals involved.

Essay Guidelines

- Each essay is limited to **1,520 characters (approximately 250 words)**.
- Do not include your name or identifying information.
- Spelling and grammar are not scored; however, applicants are encouraged to draft responses in a document that includes spelling and grammar review tools to improve readability.
- The Student Writing Center is available to support applicants as they prepare their essays.

Additional Application Considerations

Required General Education Courses (*can be completed before applying*)

Many students choose to complete additional coursework prior to applying for the nursing program. The following general education coursework is required to complete the nursing degree and may be taken prior to applying. This can help prepare for the TEAS Exam, reduce course load once admitted to the nursing program, and/or help students make degree progress while they are waiting to apply.

Course Number and Title	Pre-Requisites	Credits
BIOL 2042 Human Physiology	BIOL 2041 AND CHEM 1050 or CHEM 1061	4
BIOL 2044 Introductory Microbiology (BIOL 2043 Microbiology will also be accepted)	BIOL 2041, or BIOL 1100, or BIOL 2042, or BIOL 1501 AND CHEM 1050 or CHEM 1061	3
PHIL 1180 Biomedical Ethics	None	3
COMM 1131 Intercultural Communication	None	3
ANTH 1899 Medical Anthropology OR SOC 1104 Introduction to Sociology	ANTH 1899: Recommended college-level English placement, SOC 1104: None	3

Do I need to take a math course?

- A college level mathematics course is not required for Normandale's nursing program, but math skills are evaluated on the TEAS exam and are important for success in the program.
- Students seeking transfer to baccalaureate nursing programs within the Minnesota State system may be required to complete a Goal 4 Mathematical/Logical Reasoning course as a part of the [Minnesota Transfer Curriculum](#) (MnTC).

Transfer Coursework

Normandale's Transfer Team evaluates each transcript to determine the number of credits that will be accepted in transfer and how they will apply toward program requirements. All credit is evaluated in accordance with Minnesota State and Normandale policy and procedure, as outlined in the Transfer Credit Policy in the [Normandale Course Catalog](#).



Official Transcripts

Students are responsible for ensuring that all official transcripts have been sent to Normandale Community College.

- Official transcripts from private colleges, out-of-state colleges, or the University of Minnesota can be ordered and sent to the [Records Office](#).
- Official transcripts from [Minnesota State Colleges and Universities](#) will be automatically retrieved and do not need to be sent to Normandale.
 - *The college cannot retrieve transcripts from students with transcript holds from other Minnesota State Colleges and Universities.*
 - *Transcripts that were previously sent to other Minnesota State Colleges and Universities cannot be retrieved; we will need a new official transcript sent to transfer@normandale.edu for evaluation.*
 - *If you have enrolled in coursework after being accepted to the college, make sure you complete the [Minnesota State Transcript Retrieval Form](#) using the Official Forms webpage under "Records and Registration Forms".*
- Applicants with [Advanced Placement \(AP\)](#), [College Level Examination Program \(CLEP\)](#), and [International Baccalaureate \(IB\)](#) credit must also submit official scores.
- International credits must be evaluated by an approved education credential evaluator, such as [WES](#) or [ECE](#), before evaluation by Normandale's Records Office. This is required only if the student would like these credits to be considered for their program/course requirements.

Transcript Evaluation

Transfer is not official until official transcripts have been evaluated by the Records Office Transfer Team at Normandale.

Evaluated coursework can be viewed on a student's [degree audit report](#).

Unofficial transfer information can also be found by creating a free account at www.transferology.com.

Course substitutions may be requested for review by the Academic Dean via Academic Petition for similar coursework that is determined to be not equivalent, for related degrees, or experience. Current students should contact their assigned advisor for information about the [Academic Petition](#) process.

Common Transfer Situations

- To receive credit for ENGC 1101, students transferring from schools with a two-course sequence will likely need to complete both Composition/Writing I and II.
- Students transferring a combined Anatomy & Physiology I and II sequence must have A&P II completed or in progress at the time of application. Grades from both courses will be averaged for prerequisite GPA calculation for admission.

For transfer questions, please email transfer@normandale.edu.



NOTICE ABOUT ONLINE CREDIT VENDORS



For students pursuing a Health Sciences program, such as Nursing or Dental Hygiene, science courses with labs from online credit vendors, such as StraighterLine or Sophia Learning, do not meet specific program requirements, including CHEM 1020, CHEM 1050, CHEM 1061, CHEM 1062, BIOL 2041, BIOL 2042, BIOL 2043, and BIOL 2044. Science courses with labs may be accepted as elective science credit and may apply toward the Minnesota Transfer Curriculum goal requirements.

Please review the [Transfer Evaluation website](#) for additional information.

Student Situations

PSEO Students

PSEO students who meet application requirements may apply for the nursing program but must graduate from high school before starting nursing (NURS) courses.

International Students

Students will need to maintain a full-time course enrollment of 12 credits per semester to maintain F1 Visa eligibility. Once admitted to the program, students may need to take courses that are not required for the nursing degree to maintain full-time enrollment depending on previous course taking history.

Reapplicants

Students who reapply are in a new applicant pool for blind review and scoring of applications. This means previously submitted applications are not recycled, there is a new group of applicants, and application reviewers do not know whose applications they are scoring. Scores from previous application cycles may not align with scores from new application cycles.

Alternates

Applicants who are not accepted into the nursing program and have met the application requirements will be placed on a ranked alternate list. Applicants who are placed on the alternate list but are not accepted into the program will need to reapply to be considered for any future semester that starts.

Suspension

Students with an active Academic Suspension hold will not have their applications scored. Students must also have resolved any Academic Suspensions before the first date of classes to continue in the nursing program once admitted.



Requirements Upon Acceptance

If admitted to the program, the applicant must respond within 3 business days (72 business hours) to confirm their acceptance. If no response is given, the applicant will forfeit their seat and be placed on the alternate candidate list.

Attend Orientation

- Admitted students are required to attend a mandatory Nursing Program Orientation and will not be able to register for NURS courses until they have attended orientation.
- The orientation will include a review of student handbook with program, attire requirements, and first semester books and materials.

The Health Sciences Enrollment Manager will reach out to accepted students to complete these steps when available:

- Submit health and immunization records - including proof of required vaccinations
- Complete and pass a background check
- Submit current CPR certification (Basic Life Support [BLS] Provider)

Nursing Course Sequence

Nursing (NURS) courses must be completed in the order listed and are not available in the summer.

The nursing program requires in-person course attendance during the day as well as participation in on-site clinical experiences that are scheduled at a variety of locations and various times. Students should actively prepare for these commitments and plan to address transportation, childcare, and financial needs.

Nursing (NURS) courses must be completed with a passing grade before advancing to the next semester's nursing courses. General education courses can be completed before being admitted to the nursing program or in an earlier semester than listed. **Students cannot advance to the next term if they have not completed the general education classes during or before the term listed:**

Semester 1	Credits
NURS 1000 Role of the Professional Nurse	2
NURS 1051 Foundations of Health Assessment	3
<i>*LPN students receive 4 advanced standing credits and take NURS 1020 Transition to the Role of Professional Nurse (1 cr.) in place of NURS 1000 and 1051.</i>	1
BIOL 2042 Human Physiology	4
BIOL 2044 Introductory Microbiology	3
Total Semester Credits	12 standard
Semester 2	Credits
NURS 1101 Health Promotion	5
NURS 1151 Parent-Child Nursing	3
PHIL 1180 Biomedical Ethics	3
COMM 1131 Intercultural Communication	3
Total Semester Credits	14



Semester 3	Credits
NURS 2000 Chronic and Palliative Care	4
NURS 2010 Chronic and Palliative Care Experiential	4
NURS 2050 Pharmacology and the Role of the Professional Nurse	2
ANTH 1899 Medical Anthropology <u>or</u> SOC 1104 Intro to Sociology	3
<i>Total Semester Credits</i>	13
Semester 4	Credits
NURS 2100 Acute and Complex Care	4
NURS 2110 Acute and Complex Care Experiential	4
NURS 2200 Synthesis Theory and Experiential	3
<i>Total Semester Credits</i>	11

Upon completion of Semester 4, students will be eligible for the Associate of Science (AS) Nursing degree and complete the National Council Licensing Exam (NCLEX-RN).

Bachelor Completion (Post Licensure) Programs

Many students apply to baccalaureate nursing (RN to BSN) programs after completion of their nursing degree at Normandale.

Normandale has a current partnership for the online RN to BSN program with [Minnesota State Mankato](#).

Many RN to BSN programs are offered completely online. International Students and others interested in on campus options should explore [Minnesota Board of Nursing Approved Professional Nursing Programs](#).

These institutions may offer on-campus RN to BSN Options:

- [Metro State University](#)
- [Minnesota State Moorhead](#)
- [University of Minnesota Rochester](#)
- [St. Catherine University](#)





Contact Information and Resources

For questions about becoming a student at Normandale, application status, or completing the general Normandale orientation process, contact [Admissions](#) at admissions@normandale.edu.

For questions about transfer credits, transcript evaluation, or receipt of official transcripts, contact the Records Office [Transfer Team](#) at transfer@normandale.edu.

For current students with questions about course registration, academic progress, or eligibility for nursing program admissions, schedule an appointment with your [assigned advisor](#) or contact advising@normandale.edu.

For other nursing program and application questions, contact healthsciences@normandale.edu.



Appendix A:

Essay Question Example

Prompt Used: Challenges/Obstacles Essay Describe one or several personal lived experiences outside of work and school. Please share how you embraced growth, resilience, integrity, and tenacity (GRIT) and how this demonstrates your determination and commitment to becoming a nurse.*

**These examples were not copied from previous applicants.*



Basic	I was born and raised in South Detroit and boarded a train going anywhere. I ended up in the Twin Cities and had to adapt to a new city and culture. I needed to meet new people from all over the world, including a small-town girl living in a lonely world. It was hard starting fresh, and it took a long time to feel stable after all the changes. This experience taught me to never stop believing and that challenges help us grow.
Proficient	My mother has had a great impact on me and was my inspiration to work in healthcare. She is an award-winning general surgeon, but she started to show signs of early-onset dementia. I knew there would be challenges for her and me as her only family member. I took over her finances and helped her find a care facility that could provide her with the care she needed and deserved. When this happened, I was working on getting into nursing school and knew I needed help to give her the best life possible and to complete my education to show her that I am capable of working in healthcare. I grew from this situation by seeing how the nurses cared for her at the facility, kept moving forward with my education, only lost my composure a few times, and I keep moving forward in life after these challenges.
Advanced	I was attempting to get home one day during a ferocious snowstorm when I saw a car crash. I pulled over immediately to help the driver get out of the damaged car. This was a very isolated mountain town, and the crash happened on a less-traveled road. I knew I needed to bring the driver to safety. The safest and closest location was my home, where I treated their injuries to the best of my ability with basic first aid. They were in misery, and we could not get help. I made them as comfortable as possible with their pain, causing aggressive outbursts. I kept my cool and continued to care for them to prevent further injuries. Their health and recovery had become my priority.
Exemplary	I grew up in a rural community where modern medicine was not trusted. On the family farm, I endured countless injuries that left permanent scars from farm equipment and animals. After getting bucked off a horse, I sustained several external and internal injuries. The treatment of these grueling injuries used homeopathic remedies, and it is a miracle that I lived through these treatments without modern medicine. With the suffering from my injuries and that of my community members, I knew things could be better, and I wanted to make the world a better place. After careful consideration, I left my community to pursue a career in nursing. I knew that I did not have the experience or knowledge of modern healthcare and that stepping out of my community would be difficult, but I knew that this career path would help people like me who needed access to quality healthcare. I demonstrated growth by reflecting on my current skills and embracing the challenges of moving to a large city far from home. After I arrived, I did not know a soul and had no family nearby, but my resilience and tenacity kept pushing me through the obstacles I faced with the culture shock, adapting to modern society, and keeping my integrity for caring for all people as my center and motivation for the challenges ahead.



Appendix B

TEAS Study Resources

It is highly recommended that students prepare for the exam. These are a few of the many resources available to get started.

- [ATI TEAS Prep Materials](#): Varying costs and materials available
- [LearningExpress Database](#): Free database with TEAS practice tests - Account creation is required, but can be done with a personal email account
- [Open Aleks](#): Free online math refresher modules
- [Pocket Prep](#): Free mobile app
- [Khan Academy](#): Free online refresher courses
- [Test-Guide](#): Free TEAS practice tests

