REGISTERED NURSING PROGRAM APPLICATION

One Stop Student Services – 208.562.3000
P. O. Box 3010, Nampa, ID 83653 – cwi.edu

This form is used to apply for admission to the Registered Nursing program. Students interested in the program must first apply for admission as a degree-seeking student to the college. If not admitted to the program, applicants must reapply each year.

COLLEGE OF WESTERN IDAHO – REGISTERED NURSING PROGRAM APPLICATION

LAST NAME	FIRST NAME	M.I.	CWI STUDENT ID

ADDRESS	CITY	STATE	ZIP	**CWI EMAIL**

PHONE NUMBER (INCLUDING AREA CODE)	OTHER PREVIOUSLY USED NAMES

APPLICATION INSTRUCTIONS

You must read and complete all steps to ensure a complete application. Only complete applications will be reviewed. Applications for the fall 2024 program start are accepted beginning **February 12, 2024**, through the application deadline **May 17, 2024.** Applications for the spring 2025 program start are accepted beginning **September 2, 2024**, through the application deadline **October 25, 2024**. No applications will be accepted after the deadline(s). **PLEASE NOTE: Fall 2024 cohort applicants will be notified via their CWI Email of the status of their application after June 4, 2024. Spring 2025 cohort applicants will be notified via their CWI Email of the status of their application after November 15, 2024.** It is STRONGLY RECOMMENDED that you complete the following steps *at least* a couple of months before the Nursing program deadlines in May or October to ensure your transcripts have been received and that your coursework has been evaluated in time to submit this application for the Registered Nursing program. If you are applying for the spring 2025 semester, you must complete a [course verification form](#) if you are taking classes in the fall of 2024.

STEP 1: COMPLETE ITEMS *PRIOR TO* PROGRAM APPLICATION SUBMISSION

☐ 1) Admitted as a degree-seeking CWI Student - https://cwi.edu/future-students/associate-degrees-or-technical-certificates

☐ 2) Complete the Bachelor's Degree Transfer Credit Request Form *if* you have completed a bachelor's or master's degree. (*Do not include* the Bachelor's Degree Transfer Credit Request Form with your nursing application. Please submit to One Stop). It is highly recommended that all transcripts and the Bachelor's Degree Transfer Credit Request Form be submitted at least a couple of months before the deadline for processing. http://cwi.edu/file/bachelors-degree-transfer-credit-request-form

☐ 3) 'View Your Progress' in MyCWI and verify all coursework is listed. The *View Your Progress* can be found in your Plan & Register through My Toolkit for Students in MyCWI. This is what CWI staff will use to verify your application points. Here is a tutorial on how to find this report: http://cwi.edu/current-students/viewing-your-progress-towards-graduation

☐ 4) Kaplan Nursing Admissions Exam - Visit https://cwi.edu/current-students/testing-services to schedule your Kaplan Nursing Admissions Exam well in advance of submitting your nursing application. The Kaplan Nursing Admissions Exam must be taken at the CWI Testing Center. Openings are on a first-come, first-serve basis. **A student is only allowed two attempts per year between the beginning of January and the end of November.** It is your responsibility to include a copy of your assessment in your application upon submitting your application. Kaplan scores are valid for up to five years.

5) Two sealed Professional References forms. Download Reference Form at:
https://cwi.edu/sites/default/files/imce/PDF/PTEHealthPrograms/2019_-_nursing_reference_form_edits_04.03.2019.pdf

STEP 2: *REQUIRED* APPLICATION SUBMISSION MATERIALS

1) Registered Nursing Program Application (this form) - Only complete applications will be considered.
2) Copy of Kaplan Nursing Admissions Test (must be within five years).
3) Two sealed envelopes containing Reference Forms (Professional; such as employer, instructor, colleague).
4) Current Competency documentation (if applicable).
5) Current copies of your current certification/licensing (if applicable).

STEP 3: CALCULATE CUMULATIVE GPA OF THE FOLLOWING MATH & SCIENCE COURSES WITH A "C" OR HIGHER

Completion of the math and science courses is not required to apply to the Registered Nursing program. However, program admission is competitive, so completion of these courses increases your ranking points. In-progress courses can be used. For in-progress courses, use your current grade for scoring. Final grades for in-progress courses will be verified after the spring semester concludes. **BIOL 227, BIOL 228, MMBS 111 or 250, and GEM 3 must have been completed within seven years.** To show current competency in courses older than seven years, please see the FAQ's on https://cwi.edu/programs-degrees/registered-nursing-application-steps#3.

Course Prefix & Title	Course Credits	*Multiply*	Letter Grade (Circle One) A B C	Grade Points(# credits X grade	Current Competency Documentation (if applicable)
GEM 3 Mathematical Ways of Knowing	3-4	x	4 3 2		
BIOL 227 Human Anatomy & Physiology I	3	x	4 3 2		
BIOL 227L Human Anatomy & Physiology I Lab	1	x	4 3 2		
BIOL 228 Human Anatomy & Physiology II	3	x	4 3 2		
BIOL 228L Human Anatomy & Physiology II Lab	1	x	4 3 2		
MMBS 111 or 250 Microbiology	3	x	4 3 2		
MMBS 111L or 250L Microbiology Lab	1	x	4 3 2		
Total Credits:			*Total Grade Points:*		
Divide Total Grade Points by Total Course Credits for Cumulative GPA =					
Multiple your Cumulative GPA by 2 =					

STEP 3 Scoring:.. **Possible Points(8):** _____

A student's GPA is calculated based on this equation:

    Total number of quality/grade points
÷   Total number of credits taken
=   GPA

STEP 4: VERIFY THE COMPLETION OF THE FOLLOWING MATH & SCIENCE COURSES WITH A "C" OR HIGHER

Completion of the math and science courses is not required to apply to the Registered Nursing program. However, program admission is competitive, so completion of these courses increases your ranking points. In-progress courses can be used. For in-progress courses, use your current grade for scoring. Final grades for in-progress courses will be verified after the spring semester concludes. **BIOL 227, BIOL 228, MMBS 111 or 250, and GEM 3 must have been completed within seven years.** To show current competency in courses older than seven years, please see the FAQ's on https://cwi.edu/programs-degrees/registered-nursing-application-steps#3.

COURSE	Complete? Yes (1 pts)	No (0 pts)	Points	Current Competency Documentation (if applicable)
GEM 3 Mathematical Ways of Knowing				
BIOL 227 Human Anatomy & Physiology I				
BIOL 227L Human Anatomy & Physiology I Lab				
BIOL 228 Human Anatomy & Physiology II				
BIOL 228L Human Anatomy & Physiology II Lab				
MMBS 111 or 250 Microbiology				
MMBS 111 or 250 Microbiology Lab				

STEP 4 Scoring: Add up the points for the completed course(s) above ....**Possible Points(7):**_____

STEP 5: VERIFY THE COMPLETION OF THE FOLLOWING COURSES WITH A "C" OR HIGHER

Completion of the following courses is not required to apply to the Registered Nursing program. However, program admission is competitive, so completion of these courses increases your ranking points. In-progress courses can be used. For in-progress courses, use your current grade for scoring. Final grades for in-progress courses will be verified after the spring semester concludes.

COURSE	Complete? Yes (1 pt)	No (0 pts)	Points
GEM 2 Any Oral Communication course			
ENGL 101 – Writing and Rhetoric I			
ENGL 102 – Writing and Rhetoric 2			
PHIL 103 – Introduction to Ethics			
PSYC 101 – Introduction to Psychology			
SOC 101 - Introduction to Sociology			
GEM 5 - Any Humanistic & Artistic Ways of Knowing course			
HLTH 280 Global Health, **OR** MMBS 106 Making Sense of Micro-biotic-me, **OR** PHLT 110 Lifestyle Diseases and Their Global Burden			

STEP 5 Scoring: Add up the points for the completed course above ....**Possible Points(8):**_____

STEP 6: KAPLAN NURSING ADMISSIONS EXAM

Enter the **Score** from your enclosed Kaplan Nursing Admissions Exam (must be within five years). The Kaplan Nursing Admissions Exam must be taken at the CWI Testing Center. **Benchmark for Kaplan Nursing Admissions Exam is 75%. Any score less than 75% will result in denial of application.** You will receive 10% of your total score. For example, if you scored a 75.3% on your test, move your decimal point to the left one place and enter 7.53 below for your STEP 6 score. **A student is only allowed two attempts per year between the beginning of January and the end of November.**

STEP 6 Scoring: Enter the points for 10% of your composite score.. **Possible Points(10):**_____

STEP 7 VERIFICATION OF CURRENT AND UNINCUMBERED HEALTH CERTIFICATION

While a healthcare certification is not required to apply, it could count towards your ranking points. **Include a copy of your current certification/licensing. Expired or lapsed certifications will not be accepted. Certification must list the date issued and expiration dates.** Y*ou must use the certificate/license with the highest point value. Ex: If you have a CMA and an EMT certification, you will score a "2", not a "3". However, a CNA and EMT can be combined for two points.*

CERTIFICATION	
	CNA (Certified Nursing Assistant) = 1 point
	EMT (Emergency Medical Technician) = 1 point

CMA (Certified Medical Assistant)/RMA (Registered Medical Assistant) = 2 points	
CCMA (Certified Clinical Medical Assistant) = 2 Points	
LPN = 2 points	
Paramedic = 2 points	
Physical Therapist Assistant = 2 points	
Radiology Technician = 2 points	
Respiratory Therapist = 2 points	
Surgical Technologist = 2 points	

STEP 7 Scoring: Enter the points for a completed course above.. **Possible Points(2):**_____

STEP 8: OTHERCERTIFICATIONS

Other certifications that you would like us to consider. While other certification is not required to apply, it could count towards your ranking points. **List and include a copy of your current certification/licensing you would like us to consider. Expired or lapsed certifications will not be accepted. Certification must list the date issued and expiration dates.** CPR and assistance with medications will not be considered.

1. _____
2. _____

STEP 8 Scoring: Score will be entered by committee ....**Possible Points(2):**_____

STEP 9: REFERENCES; TWO SEALED ENVELOPES (TWO PROFESSIONALREFERENCES)

The Registered Nursing Reference Form can be found at:

https://cwi.edu/sites/default/files/imce/PDF/PTEHealthPrograms/2019_-_nursing_reference_form_edits_04.03.2019.pdf.

STEP 9 Scoring: Score will be entered by committee ....**Possible Points(10):**_____

STEP 10: TOTAL POINTS FROM STEPS 3-9 ABOVE

STEP 3SCORE: _____
STEP 4SCORE: _____
STEP 5SCORE: _____
STEP 6SCORE: _____
STEP 7SCORE: _____

INITIAL SCORE: [   ]

STEP 8 SCORE: _____   **This score will be added by the committee**
STEP 9 SCORE: _____   **This score will be added by the committee**

TOTAL SCORE: [_____]

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STEP 11: SIGN THIS APPLICATION

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I certify that all the information provided in this application is true and correct to the best of my knowledge. I understand that falsification of information is cause for denial of admission/expulsion. Illegal use, possession, and/or misuse of drugs or a felony conviction may prevent me from obtaining an Associate of Science Nursing degree.

_____

STUDENT SIGNATURE   DATE

_____**Initial here if you are applying for the** fall 2024 cohort. **(NO ADDITIONAL MATERIALS WILL BE ACCEPTED TOWARD YOUR APPLICATION AFTER SUBMISSION OF YOUR PACKET)**

_____Initial here if you are applying for the **spring 2025 cohort. (You will be allowed to submit additional materials after the FALL deadline).**

_____Initial here to be considered for **either semester (You will be allowed to submit additional materials after the deadline if you are accepted to the FALL 2025 semester).**

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STEP 12: SUBMIT THIS APPLICATION

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☐ 1) Together with this application, submit all of the materials required in Step 2 in one large, sealed envelope to CWI **by May 17, 2024, at 4:00 pm** for consideration of the fall 2024 cohort *or* **by October 25, 2024, at 4:00 pm** for consideration of the spring 2025 semester.
☐ 2) Write your name and "AS Registered Nursing Program Application" on the envelope.
☐ 3) Hand deliver to any One Stop Student Services location or mail to:
        One Stop Student Services
        P.O. Box 3010 – MS 3000
        Nampa, ID 83653

PLEASE NOTE:

- **Fall 2024 Cohort Applicants will be notified via their CWI Email of the status of their application after June 4, 2024.**

- **Spring 2025 Cohort Applicants will be notified via their CWI Email of the status of their application after November 15, 2024.**

- **If submitting new application information as outlined above, you will ONLY submit NEW material for points to be added to your current application.**

- **If not accepted to either Fall or Spring, you will need to submit a whole new application for the following year.**

- **If you are put on the alternate list, but not admitted you will be readded to the spring 25 application pool. As a re-added student you may be accepted, denied, or put back on the alternate list.**