July 30, 2015

Thank you for your interest in the Accelerated Second Bachelor’s Degree Program in Nursing. We are delighted that you are considering the University of Saint Joseph as you move into the next phase of your education. Whether you inquired recently or some time ago, we are pleased to provide you with the latest information as some important application changes have recently occurred.

The Accelerated Second Bachelor’s Degree Program in Nursing (ASD Program) is designed for individuals who have previously earned a bachelor’s degree in any discipline and are now interested in pursuing a second bachelor's degree in Nursing. Students benefit by studying in the University’s state-of-the-art facilities alongside highly qualified Nursing faculty. The Program begins in mid-May, and students complete all nursing courses over 15 months (two summers and one full academic year–May to August). As you learn more about the University and the ASD Program, you will discover why we are recognized as a school that uniquely prepares students for achievement and personal satisfaction throughout their lives.

We have prepared the attached information packet to provide you with the information you need to understand the application process and requirements. We encourage you to read through the contents, especially the Frequently Asked Questions section.

Admission into the ASD Program is highly competitive. Applications will only be reviewed for candidates who have a minimum 3.0 cumulative college GPA, who meet the Prerequisite Courses requirements detailed in the packet, and who have submitted their application and all supporting documents as detailed in this Information Packet. If you have read the packet and you conclude that you meet the admission criteria, we encourage you to apply online as soon as possible at www.usj.edu/asd-nursing or online on the NursingCAS website http://www.nursingcas.org/. Application review will begin on October 15, 2015.

If you have questions about the Program that are not addressed by the packet, please contact the Office of Undergraduate Admissions at 860.231.5216 or admissions@usj.edu. We look forward to working with you.

Undergraduate Admissions Team
University of Saint Joseph
Information Packet

Accelerated Second Bachelor’s Degree in Nursing Program (ASD Program)

Please read this Information Packet thoroughly. It contains important information concerning procedures and minimum requirements for ASD Program applications to be reviewed. Please also carefully read the Frequently Asked Questions section for answers to commonly-asked questions regarding the ASD Program and the application process.

IMPORTANT APPLICATION INFORMATION

Application review begins October 15, 2015 for the May 2016 ASD Program Cohort.

Eligibility Requirements. ASD Program applicants are required to meet the following criteria:

- Conferral of a bachelor’s degree from an accredited college or university prior to the start of the ASD Program in May.
- A cumulative college GPA of 3.0 across all college or university courses taken.
- A grade of B minus (B-) or better in all Prerequisite Science Courses taken after August 1, 2014 and a grade of C or better in all Prerequisite Science Courses taken prior to August 1, 2014. One repeated Prerequisite Science Course is permitted.
- All Prerequisite Courses must have been completed within the past eight (8) years and prior to the start of the ASD Program in May.
- Admitted students must also complete a criminal background check and drug screen with an acceptable outcome before taking their first nursing course.
**Application Process and Requirements.** ASD Program applicants are required to fulfill the following requirements:

- Submit applications online at [www.usj.edu/asd-nursing](http://www.usj.edu/asd-nursing) or online on the NursingCAS website [http://www.nursingcas.org/](http://www.nursingcas.org/)
- Submit official transcripts from ALL colleges and universities attended to:
  - If electronically to: admissions@usj.edu
  - If paper transcripts:
    University of Saint Joseph  
    Office of Undergraduate Admissions—ASD Nursing Program  
    1678 Asylum Avenue  
    West Hartford, CT 6117-2791
- Students with Prerequisite Courses in progress at the time of application must submit mid-semester grades.
- Essay (1 to 2 pages) on the following topic: “What made you want to switch careers into nursing?” Essay will be examined for clarity of thought, grammar, and spelling.
- Resume
- Letter of recommendation
- A campus interview with Nursing faculty may be required (applicants will be notified if so)

**Prerequisite Courses.** ASD Program applicants are required to complete all Prerequisite Courses within the past eight (8) years and prior to the start of the ASD Program in May.

1. **Checklist of ASD Program Prerequisite Courses.** The following are the nine (9) ASD Program Prerequisite Courses (after the Checklist is a description of the Prerequisite Courses as listed in the University of Saint Joseph Catalog:

   - MATH 110 Elementary Statistics (3 credits)
   - BIOL 110 General Biology (4 credits) *(Science Prerequisite Course)*
   - BIOL 241 Essentials of Anatomy and Physiology I (4 credits) *(Science Prerequisite Course)*
   - BIOL 242 Essentials of Anatomy and Physiology II (4 credits) *(Science Prerequisite Course)*
   - CHEM 170 Principles of Inorganic and Organic Chemistry (4 credits) *(Science Prerequisite Course)*
   - BIOL 301 Microbiology (4 credits) *(Science Prerequisite Course)*
   - CHEM 240 Biochemistry of the Human Body (4 credits) *(Science Prerequisite Course)*
   - NUTR 380 Nutrition for Nursing Practice (3 credits)
   - PSYC 238 Human Development Across the Lifespan (3 credits)
2. **ASD Program Prerequisite Courses.** The following nine (9) courses are the ASD Program Prerequisite Courses as listed in the University of Saint Joseph Catalog:

**MATH 110 Elementary Statistics (3 credits)**
This course provides a study of basic probability concepts and descriptive statistics. Topics include random variables, binomial distribution, normal distribution, regression, correlation, sampling, confidence of estimations, and hypothesis testing. A statistical software program is used for statistical analyses. No previous experience with statistics software is required. Enrollment in the supplemental lab is determined in consultation with the student's advisor.

**BIOL 110 General Biology (4 credits) (Science Prerequisite Course)**
Cell structure and function, membrane structure and integrity, and cell division via the biology of cancer. Energy metabolism and cellular respiration, homeostasis and genetics included. Three hours lecture. Two hours laboratory per week reinforce the lecture topics.

**BIOL 241 Essentials of Anatomy and Physiology I (4 credits) (Science Prerequisite Course)**
This course emphasizes cellular and chemical aspects of physiology. Topics include tissue/histology overview, integumentary, musculoskeletal, and nervous systems including sensory systems. Three hour lecture. Two hours laboratory per week reinforces lecture topics. Laboratory is required and must be taken concurrently.

**BIOL 242 Essentials of Anatomy and Physiology II (4 credits) (Science Prerequisite Course)**
Continuation of BIOL241 Anatomy and Physiology I. Studies include cardiovascular, immune, respiratory, excretory, digestive, endocrine, and reproductive systems. Laboratory is required and must be taken concurrently.

**CHEM 170 Principles of Inorganic and Organic Chemistry (4 credits) (Science Prerequisite Course)**
Introduction to the basic principles of chemistry with focus on structure, properties, and reactions of representative inorganic and organic compounds. Special emphasis on applications to health related fields. Laboratory is required and must be taken concurrently.

**BIOL 301 Microbiology (4 credits) (Science Prerequisite Course)**
A general introduction to the multidisciplinary field of microbiology. The three hours of lecture per week covers prokaryotic structure and diversity, microbial nutrition and control, a variety of techniques, virus diversity and reproductive strategies, fungal and protist parasites, anti-microbial medicines, basic immune system function and vaccines, epidemiology, food microbiology, and microbial ecology. Several selected viruses, fungi, protozoa, and bacteria will be used a focus organisms. Three hours of laboratory per week introduces microscopy, staining, isolation and growth of selected bacteria, antibiotic sensitivity testing, mold identification, immunological testing for HIV, sterile techniques and observation of example organisms.
2. **ASD Program Prerequisite Courses** (as listed in the University of Saint Joseph Catalog) *(continued)*:

**CHEM 240 Biochemistry of the Human Body (4 credits) (Science Prerequisite Course)**
Descriptive approach to the chemistry of the human body. Study of the structures and properties of the major classes of biomolecules, enzyme catalysis, metabolism and chemical aspects of genetics. Three hours lecture, three hours laboratory per week. Laboratory is required and must be taken concurrently.

**NUTR 380 Nutrition for Nursing Practice (3 credits)**
Study of all the nutrients, carbohydrates, protein, lipids, vitamins, and minerals, including functions and requirements, and the changing nutritional needs in various stages of the lifecycle. Discussion of dietary treatment of specific disease states

**PSYC 238 Human Development Across the Lifespan (3 credits)**
Development of the human being throughout the lifespan from conception to old age. Considering the life cycle as a whole, reviews the physical, cognitive, and psychosocial dimensions of each stage of human life. Special emphasis on the significance of human diversity and its implications for research, theory, and practice.

---

**FREQUENTLY ASKED QUESTIONS**

*Accelerated Second Bachelor’s Degree in Nursing (ASD Program)*

**Application and Admissions Questions**

1. **How do I find out more information about the ASD Program?** The following Frequently Asked Questions address the majority of questions prospective applicants have about the ASD Program. To learn more about the Program, you may attend one of our information sessions. For a current list of upcoming information sessions, please visit our Events on Campus webpage [www.usj.edu/visitus](http://www.usj.edu/visitus).

2. **I meet the minimum criteria for acceptance into the ASD Program. Am I guaranteed admission?** Admission into the ASD Program is competitive. We encourage all students who meet the admission criteria to apply as soon as possible, but admission is not guaranteed. The best candidates are selected for the available spaces.

3. **What if I do not have all of the Prerequisite Courses completed? May I still apply for the ASD Program?** Students wishing to begin the ASD Program must have all Prerequisite Courses completed prior to the first day of classes in May. Students with a record of strong academic achievement may be considered for admission into the Program while enrolled in Prerequisite Courses as long as the courses are completed prior to beginning the ASD Program in May.
4. **What if I don't meet the admission criteria?** All students are welcome to apply; however, the ASD Program is selective and competitive, and we expect students who meet the admission criteria outlined above to be in the best position to be considered for admission.

5. **I am working towards my first bachelor’s degree and expect to graduate in May. May I still apply for the ASD Program?** Students with a record of strong academic achievement who meet the admission criteria and have Prerequisite Courses completed may be accepted into the ASD Program pending bachelor's degree conferral. Admission is contingent upon successful completion of any in progress course work and conferral of a bachelor's degree. Students may not start the ASD Program in May if their degree is not conferred prior to the start of the program.

6. **I am currently taking Prerequisite Courses. What do I need to provide?** Students with Prerequisite Courses in progress should submit mid-semester grades at the time of application. Official transcripts with final grades are due prior to the start of the ASD Program in May. Admission is contingent upon successful completion of any in progress Prerequisite Courses work.

7. **What if I attended school outside the United States?** Students who have attended college outside of the United States need to submit an official evaluation of international credits that states the U.S. course and/or degree equivalency. An evaluation may be obtained through any NACES (http://www.naces.org/) member institution, such as World Education Service (www.wes.org/). An official copy of the evaluation—in a sealed envelope—must be submitted at the time of application.

8. **I am currently an International student studying in the United States on a student visa. May I apply to the program?** Typically, International students cannot be admitted into the ASD Program because it is not a full-time program. International students should visit our International Students webpage [http://www.usj.edu/admissions-financial-aid/undergraduate-admissions/international-students/] for application and admission requirements specifically for International students.

9. **I have a copy of my transcript, but it is opened. Will this be accepted?** In order for a transcript to be considered official, it must be submitted to the University of Saint Joseph in a sealed envelope and must bear the official seal of the issuing college or university. Unofficial or opened transcripts will not be accepted.

10. **May I request an interview?** At this time, interviews are conducted only if requested by the Director of the ASD Program. Students who would like questions answered prior to acceptance are welcome to attend one of our information sessions. For a current list of upcoming information sessions, please visit our Events on Campus webpage [www.usj.edu/visitus].

11. **Who makes the admission decision?** Admission decisions are made by the Director of the ASD Program in consultation with the Associate Dean/Chair of Nursing, but the admission process is centralized in the Office of Undergraduate Admissions.

12. **Is the ASD Program at USJ co-ed?** Yes. The ASD Program is an Adult Learner program and admits men and women.
13. Where do I send my admission application and transcripts? Send official transcripts and application materials to:

   University of Saint Joseph  
   Office of Undergraduate Admissions  
   Attention: Accelerated Second Degree in Nursing Program  
   1678 Asylum Avenue  
   West Hartford, CT 6117-2791

14. How do I submit transcripts and documents electronically? If you are submitting transcripts or supporting documents electronically, please send them to admissions@usj.edu.

Questions Concerning Prerequisite Courses

15. I took my Prerequisite Courses at a Connecticut community college. How do I know if they will be accepted? The University of Saint Joseph has course equivalencies with Connecticut’s community colleges posted online. To find out which courses are accepted in transfer from these institutions, please visit www.usj.edu/transfercredits.

16. My Prerequisite Courses were taken over eight (8) years ago. Must these be retaken? Prerequisite Courses that were taken more than 8 years ago are not accepted in transfer toward ASD Program Prerequisite Courses. Applicants will need to retake these courses prior to applying.

17. May I retake the Prerequisite Science Courses to improve my grades? You may retake only one Prerequisite Science Course.

18. I took one of the Prerequisite Science Courses but did not take the lab. Will this meet the prerequisite? Prerequisite Science Courses are only accepted to meet the requirement if they are taken concurrently with a lab.

19. I took an undergraduate class that has a different name from a Prerequisite Course you require, but I think it covered similar material. Will this meet the requirement? The University of Saint Joseph has course equivalency information posted online. To find out which courses are accepted in transfer, please visit www.usj.edu/transfercredits.

20. I am not sure if the courses I have taken meet the Prerequisite Courses. How can I find out? The University of Saint Joseph has course equivalency information posted online. To find out which courses are accepted in transfer, please visit www.usj.edu/transfercredits. If the applicant appears to meet the minimum eligibility requirements and has submitted a complete application, the ASD Program Director will obtain a credit evaluation of all Prerequisite Courses from the University’s credit evaluator. The credit evaluation will assess the transferability of all Prerequisite Courses from all colleges and universities attended by the applicant. If you have any questions about transferability in the meantime, contact the Office of Undergraduate Admissions at 860.231.5216 or attend an information session. For a current list of upcoming information sessions, please visit our Events on Campus webpage [www.usj.edu/visitus].

21. I received a pass/fail grade on a Prerequisite Course. Can this count? Courses must be graded to be accepted in transfer. If the student’s transcript contains a notation from the institution that a P is equivalent to a minimum specified grade; however, it may be possible for the course to count toward the Prerequisite Courses.
22. May graduate level courses count towards the Prerequisite Courses? Prerequisite Courses must be at the undergraduate level unless approved by the ASD Program Director.

23. May I take my Prerequisite Courses at the University of Saint Joseph? Students who have not taken all of the Prerequisites Courses and who are interested in taking them at the University of Saint Joseph should contact the Office of Undergraduate Admissions at 860.231.5216.

**ASD Program Questions**

24. How many credits is the program? The ASD Program curriculum consists of 53 credits. This does not include any Prerequisite Courses.

25. Am I required to complete general education requirements? Students with a previous bachelor’s degree are expected to have completed their general education requirements at their bachelor’s degree-granting institution. Students admitted for the ASD Program are required to complete all Prerequisite Courses prior to the start of the ASD Program.

26. What is the Nursing course sequence for the Accelerated Second Degree program? A sample current nursing sequence, subject to change, is as follows:

<table>
<thead>
<tr>
<th>Summer A1 7 weeks:</th>
<th>NURS 201 (3 credits) Foundations of Professional Nursing</th>
<th>Summer A2 7 weeks:</th>
<th>NURS 220 (4 credits) Health Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 227 (3 credits) Principles of Pathophysiology</td>
<td></td>
<td>NURS 229 (3 credits) Pharmacology for Nursing</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Fall 15 weeks:</th>
<th>NURS 321 (7 credits) Foundations of Clinical and Theoretical Nursing Across the Lifespan I</th>
<th></th>
<th>NURS 322 (3 credits) Nursing Research (Online)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 413 (4 credits) Nursing in the Community Across the Lifespan</td>
<td></td>
<td>NURS 414 (8 credits) Foundations of Clinical and Theoretical Nursing Across the Lifespan III</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Spring 15 weeks:</th>
<th>NURS 323 (6 credits) Foundations of Clinical and Theoretical Nursing Across the Lifespan II</th>
<th></th>
<th>NURS 410 (2 credits) Public Health Nursing (Online)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NURS 426 (2 credits) Professional Issues</td>
<td></td>
<td>NURS 418 (8 credits) Management of Complex Health Problems</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summer B1 7 weeks:</th>
<th>NURS 414 (8 credits) Foundations of Clinical and Theoretical Nursing Across the Lifespan III</th>
<th></th>
<th>Summer B2 7 weeks:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>NURS 418 (8 credits) Management of Complex Health Problems</td>
</tr>
</tbody>
</table>

27. With what health care facilities does USJ have clinical placements for students? The University of Saint Joseph has clinical placement opportunities at all major hospitals in Hartford and surrounding areas.

28. May I work full-time or part-time during the ASD Program? The ASD Program is a fast-paced program, and it is unlikely that you can work full-time. You may be able to work part-time.
29. **What is the cost of the program?** The direct cost (tuition and fees) for the 2016 ASD Program is $39,656. This amount includes only the 53 credit nursing curriculum and does not include any Prerequisite Courses, books, or other expenses.

30. **Is financial aid available?** Financial aid is available for matriculated students. Students interested in applying for financial aid should submit their FAFSA online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). The University of Saint Joseph school code is 001409.

31. **What if I am accepted and my GPA falls below the minimum and/or I receive a grade lower than a B minus (B-) in a required course?** Once in the ASD Program, students must maintain an overall GPA in accordance with the Nursing progression policy at all times throughout the Program. In addition, students must earn a B- or better in all science and Nursing courses to continue to progress. If a student earns below a B- in any Nursing course or science course, one repeat is permitted—provided the student has not already repeated a Prerequisite Science Course or Nursing course. No more than one science or Nursing course may be repeated. Students must repeat the course before they can progress.

32. **Are students required to take an exit exam in order to graduate from the ASD Program?** Yes. The Comprehensive Examination is a University-wide requirement for all graduating seniors and is given to determine basic competence in their area of study. To satisfy this graduation requirement, Nursing students must successfully pass the NCLEX—RN (National Council Licensure Examination—Registered Nurse).

33. **What is the USJ pass rate for the NCLEX exam?** University of Saint Joseph students historically achieve strong results on the NCLEX exam, typically higher than the state and national averages.