GENESEE COMMUNITY COLLEGE  
Batavia, New York  

PROCEDURE  
Number: 300.1 Nursing Program – Admissions Procedures  
(Fall and Spring Acceptance)  

Date: 2/27/18 (Effective for Fall 2018)  
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Cross Reference:  
Procedure 300 – Admissions  
Policy #1005 – Full Opportunity Program  

Supersedes: Previous Procedure dated 10/25/17  

Genesee Community College guarantees acceptance into the College to any applicant who can benefit from an educational program. However, admission into the Nursing Program is selective and competitive.  

Meeting all of the minimum requirements assures that an applicant will be reviewed for admission into the Nursing Program. However, meeting the minimum requirements does not guarantee admission into the Nursing Program.  

1. Application Procedures  

To be considered for fall acceptance, the following processes must be completed by February 1st; to be considered for spring acceptance, the following processes must be completed by September 1st  

A. Attend a mandatory Nursing Information Session  
To schedule, go to the College website, click on Academics, select Healthcare, then Nursing, Admissions at 585-345-6800  

B. Representatives from Admissions and Nursing will be available to provide information and review transcripts. Applications for the Nursing Program will be distributed during these sessions for those students who meet the minimum requirements. Only applicants who have attended a Nursing Information Session will be considered for admission. If an applicant lives outside the Western New York area, he/she should contact the number above for alternate arrangements.  

C. Submit official transcripts from all colleges previously attended.
D. Submit a Genesee Community College Admissions Application. The Admissions Application can be completed online, as noted on the Genesee Community College homepage: the College website. A currently enrolled GCC college student does not need to complete an admissions application. **Please note:** If you are a current high school senior taking GCC courses for credit, you **will** need to complete an admissions application.

E. Submit official high school transcripts or GED information.

F. Complete placement testing to meet proficiencies in reading, writing and mathematics if required. Please refer to the College website for placement testing and scheduling information if needed.

G. Complete and submit a nursing program change request.

A review of completed applications will commence on the application submission deadline. (If the class is not filled, additional applications will continue to be accepted and reviewed until the class is filled.) During the review process, a weighting system will be applied to rank those applicants who meet eligibility requirements. Written notification of acceptance will be made by the following dates:

- March 15 for Fall Admissions
- October 1 for Spring Admissions

Accepted applicants are required to accept or decline the offer of admission by returning the Enrollment Confirmation form to the Program Director. Failure to submit this form by the stated deadline will result in forfeiture of a position in the Nursing Program.

Accepted applicants must attend an orientation session with the Director of the Nursing program. Accepted applicants will be notified of dates and times of these sessions. Failure to attend an orientation session will result in forfeiture of the position in the Nursing Program.

If not accepted into the Nursing Program, the applicant **must reapply** by February 1st for fall acceptance or by September 1st for spring acceptance. Under no circumstances is admission to the program guaranteed. Genesee Community College guarantees acceptance into the College to any applicant who can benefit from an educational program. However, admission into the Nursing Program is selective and competitive.

Meeting all of the minimum requirements assures that an applicant will be reviewed for admission into the Nursing Program. However, meeting the minimum requirements does not guarantee admission into the Nursing Program.
2. Program Admission

A. Academic Requirements:
   - Possession of a high school diploma or equivalent.
   
   a. Overall GPA must be at least 2.0 and will be calculated by including all colleges previously attended.
   
   b. A Core GPA, calculated from support courses required for the Nursing Program, of 2.75 or higher. A weighting system will be applied to adjust the Core GPA depending upon how many support course credits have been completed. Students who have just graduated from high school will be considered individually but must have a GPA or equivalent of 2.75 or higher.
   
   - Completion of BIO 104 (Fundamentals of Cell Biology) unless credit for Anatomy & Physiology has been earned OR the New York State Regents Biology exams with a grade of 75 or higher for current high school students.
   
   - CHE 100 (Introduction to Chemistry) with a grade of “C” or higher OR the New York State Regents Chemistry exam, with a grade of 75 or higher or AP Chemistry with an exam grade of 3 or higher. Out-of-state or international students with non-Regents chemistry or biology and students with transfer credit for chemistry and/or biology will be reviewed on an individual basis.
   
   - If previously taken, required support courses must be successfully completed: ENG 101, ENG 102, PSY 101. BIO 152, 153 and 201 must be completed with a grade of “C” or better.
   
   - If previously taken, Anatomy and Physiology and Microbiology courses must be completed with a grade of “C” or better within five years of entrance into the Nursing Program. There is no deadline for BIO 104 or CHE 100.
   
   - Students must meet the GCC Proficiency requirements for reading and math, and the student must place into ENG 101 prior to being accepted into the program.
   
   - The GCC Nursing Program does not accept applicants who have received a grade of less than a “C” in any two required science courses in the past 5 years or who have received a grade of less than a “C” in a nursing course in another Nursing program.

3. Program Dismissals

   Students will be dismissed from the Nursing Program for the following reasons:
A. Academic

- A student who receives less than a “C” in any nursing course or a final grade of “Clinical Failed” in a clinical course will fail that course and be dismissed from the Nursing Program.

- A student receiving less than a grade of 70 in any nursing course will be ineligible for readmission.

- A student who receives a grade of 70-74 in any nursing course or an “Clinical Failed” in any clinical course may repeat only one semester. (Failure of a nursing course and a clinical course in the same semester will be considered one failure. Failure of two courses in different semesters or failure of the same course when repeating it will be considered two failures.) Earning a grade of less than a “C” (between 70-74) or a final grade of “Clinical Failed” in clinical will result in the need to repeat both the co-requisite theory course and clinical course.

- A student who fails more than one nursing or clinical course is permanently ineligible for readmission to the Nursing program.

B. Withdrawal from nursing courses or nursing course pre-requisites.

C. Stepping out of the required sequence of nursing courses (e.g. step out for personal reasons, failing to pass a pre-requisite course with the required grade).

D. Violation of Nursing Program policies as noted in the Nursing Program Student Handbook.

Any students dismissed from the program must reapply.

Once admitted to the college, all students should familiarize themselves with Genesee Community College’s Student Code of Conduct located at the GCC website, click on Student, then choose Student Handbook. In addition to explaining the behavioral and academic expectations of GCC students, this document outlines the student’s right to an appeal for disciplinary and academic decisions.

4. Program Readmission

A number of situations may result in dismissal or withdrawal from the Nursing Program (see Dismissal Policy in Nursing Program Student Handbook). If one is dismissed or withdraws from the program and wishes to be readmitted, the student must meet ALL of the following requirements:
A. Requirements

- Have failed no more than one nursing course with a grade of 70 -74. Failure of two nursing courses during the program or one nursing course with a grade of less than 70 results in permanent ineligibility for readmission.

- Have begun the nursing program less than 5 years ago.

- Have a core GPA, calculated from support courses required for the Nursing Program of 2.75 or higher excluding the failed nursing course. Overall GPA must be at least 2.0.

- Must have participated in a required exit meeting with the Nursing Director to discuss readmission, if eligible and if desired, at the time of dismissal/withdrawal.

- Submit a Readmission Request Form to the Nursing Director.

- Requests for readmission for the next semester after course failure must be received by the Nursing Director within 7 business days of posting of final course grades in Blackboard.

A rubric will be used to score applicants for readmission to the Nursing Program. Readmission is granted on a space available basis. Students are readmitted starting with the highest score until all spaces are filled.

A student readmitted to the program retains any unsatisfactory reports from successfully passed courses (these reports are issued for infractions and/or violations of policy as stated in the Nursing Program Student Handbook).

5. TIME LIMITS FOR COMPLETION OF THE NURSING COURSES

The sequence of nursing courses must be completed within a five–year period from the beginning of the first nursing course.