

Requirements For Admission

Admission to the College

Prospective students should write, phone, or visit the Office of Admissions and Records, the DSCC Gibson County Center, the DSCC Jimmy Naifeh Center at Tipton County, or the DSCC Obion County Training and Education Center to obtain an Application for Admission. An online application is available at www.dsccl.edu for new students. Admission to Dyersburg State Community College does not guarantee admission to all programs.

All prospective students must (1) meet entry-level standards for each course in which they enroll; (2) be able to complete assignments; and (3) be able to read and write at the required level. Inquiries about admission to the College should be addressed to the Office of Admissions and Records, or by calling 731/286-3330. Individuals residing in Gibson County may obtain information by calling 731/855-1419; individuals residing in Tipton County may call 901/475-3100; Obion County residents may call 731/884-0171.

The Office of Admissions and Records receives and processes all applications, evaluates credentials, and issues notices of acceptance to students. Students may apply for admission prior to the beginning of either the fall or spring semesters or at the beginning of any session of the summer term.

Misrepresentation of Academic Credentials

It is a Class A misdemeanor to misrepresent academic credentials. A person commits the offense of misrepresentation of academic credentials who, knowing that the statement is false and with the intent to secure employment at or admission to an institution of higher education in Tennessee, represents, orally or in writing that such person:

- (1) Has successfully completed the required course work for and has been awarded one (1) or more degrees or diplomas from an accredited institution of higher education;
- (2) Has successfully completed the required course work for and has been awarded one (1) or more degrees for diplomas from a particular institution of higher education; or
- (3) Has successfully completed the required course work for and has been awarded one (1) or more degrees or diplomas in a particular field or specialty from an accredited institution of higher education.

Immunizations

Proof of immunization with two doses of Measles, Mumps, and Rubella (MMR) vaccine, administered on or after the first

birthday, is required for full-time attendance to all Tennessee universities or colleges with an enrollment of greater than two hundred students. Exceptions do exist; Contact the Office of Admissions and Records for information about exceptions to the MMR law.

Chapter 136, Public Acts of 2003 requires that all new incoming students be provided information about the risks of Hepatitis B infection and the availability and effectiveness of vaccine. The student (18 and older) or parent/ guardian (if under 18) must sign a form or submit such electronically indicating that they have received the information and have chosen to have the vaccine or not to have the vaccine.

Tennessee Board of Regents Admission Policy

Dyersburg State Community College maintains an open admissions policy for graduates of high schools or applicants with an average standard score of 450 or above on the GED* or applicants who have received an American Council on Education (ACE) external diploma awarded by a high school. Students who graduated from high school in 1989 or thereafter and students who earned the GED in 1989 or thereafter** and plan to transfer to a baccalaureate degree-granting institution are subject to high school unit requirements. Those who did not complete the following courses in high school are admissible to DSCC and can complete an appropriate course to satisfy the high school deficiency and also use the course toward a general education requirement. Any student who has already completed a high school deficiency but still lacks the general education requirement can now apply the course to both requirements if it satisfies them. For example, if a student completed ART 1030 to satisfy a Visual/Performing Arts high school deficiency, then this course could be used to satisfy the high school deficiency and to meet a three-credit hour Humanities/Fine Arts general education requirement.

<i>Subject Area</i>	<i>Required High School Units</i>
English	4
Visual and/or Performing Arts, including a survey course or participation in one or more of the arts (music, theatre, visual arts)	1
Algebra I and II	2
Geometry or other advanced math course with geometry as a major component	1
Natural/Physical Sciences, including at least one unit, with lab, in biology, chemistry, or physics	2
Social Studies, including World History, World Geography, Ancient History, European History, or Modern History	1
United States History	1
A single Foreign Language	2

Testing Requirements

Developmental Studies and Assessment

To be successful in college, the student must register for only those courses for which he/she is adequately prepared. In order to determine student preparedness, the following appropriate methods of assessment are used:

(1) Degree-seeking students under the age of 21 scoring 18 and below on the English, mathematics, or reading portions of the ACT will be required to enroll in the Developmental Studies Program. Students scoring 19 or above on the appropriate sub tests may enroll in college-level English and mathematics courses.

(2) For degree-seeking students 21 and over, the Computerized Placement Assessment and Support System (COMPASS) is administered. This test measures competency in reading, writing, and mathematics. An applicant scoring less than the prescribed level on the COMPASS will be placed in courses designed to enhance the likelihood of success in the chosen program of study.

The results of the ACT or COMPASS, transcripts of high school and college work attempted, and other relevant information gathered at the time of assessment assist in determining the courses in which a student enrolls.

Students enrolled in developmental courses may not register for courses for which their deficiency is a prerequisite unless the Director of the Developmental Studies Program grants approval. Students who fail, drop, or withdraw from a required developmental course will be subject to the same registration restrictions at each subsequent registration until the deficiency is removed.

ACT Scores

An official copy of ACT scores is required for all first-time degree-seeking students under the age of 21. ACT scores may be used only if the ACT scores are no older than three years. Official SAT scores may be accepted in lieu of ACT scores for admission.

Selective Service Registration

Chapter 759 of the Tennessee Public Acts of 1984 requires that all male students of the age of eighteen or above must be registered with the Selective Service before enrolling in any state postsecondary school. In compliance with this act, Dyersburg State requires all male students to complete the Application for Admission and indicate their Selective Service status.

Requirements for Regular Admission

Regular admission as a candidate for an associate degree or academic certificate will be granted to applicants who follow the procedures and meet the requirements under one of the following sub-categories:

- A. High School Graduate from a Public School
 1. Submission of a completed Application for Admission. A non-refundable application fee of \$10 will be assessed at the time of initial registration in classes.
 2. Submission of an official copy of a high school transcript verifying a Regular or Honors diploma and the date of graduation.
 3. Transcripts of applicants who graduated from Tennessee public high schools in 1983 or after must include a transcript entry stating that a passing score was made on the proficiency test battery. If applicants have not passed the required proficiency test battery, they must submit official GED test results indicating an average standard score of 450 or above and a minimum score of 410 on each GED subscore. For GED tests taken before January, 2002, an average standard score of 45 or above and a minimum score of 45 on each GED subscore are required.
 4. Submission of an official ACT score if the high school graduate is under the age of 21.
 5. For first time degree-seeking students under the age of 21, course placement will be determined by ACT scores. If ACT scores are older than three years, the student will be required to retake the ACT. First time students who are 21 years of age or older and are degree-seeking will be subject to taking the Computerized Placement Assessment and Support System test (COMPASS).
- B. High School Graduate from a Non-Public School (including schools, home schools, and church-related schools).
 1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes.
 2. Submission of an official copy of a high school transcript verifying a Regular or Honors diploma and the date of graduation. The transcript must also include all credits earned and final grades in each course. The transcript of a home school applicant must be an official copy from an affiliated organization as defined by T.C.A. 49-50-801 or be accompanied by certification of registration with the superintendent of the local education agency which the student would otherwise attend. Applicants who cannot provide a satisfactory secondary school credential may substitute acceptable scores on the GED test or the American Council on Education (ACE) External Degree examination.
- C. GED Recipient
 1. Submission of a completed Application for Admission. A non-refundable application fee of \$10 will be assessed at the time of initial registration of classes.
 2. Submission of an official copy of GED test results indicating an average standard score of 450 or above and a minimum score of 410 on each GED subscore. For GED tests taken before January, 2002, an aver-

age standard score of 45 or above and a minimum score of 45 on each GED subscore are required.

3. Submission of an official ACT score if the GED recipient is under 21.

4. For GED recipients under the age of 21 who are degree-seeking, course placement will be determined by ACT scores. If ACT scores are older than three years, the student will be required to retake the ACT. GED recipients who are 21 years of age or older and are degree-seeking will be subject to taking the Computerized Placement Assessment and Support System test (COMPASS).

D. American Council on Education (ACE) External Degree Recipient

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes.

2. Submission of an official copy of an American Council on Education (ACE) External Diploma awarded by a high school.

3. Submission of an official ACT score if the applicant is under 21.

4. For External Degree recipients under the age of 21 who are degree-seeking, course placement will be determined by ACT scores. If ACT scores are older than three years, the student will be required to retake the ACT. External Degree recipients who are 21 years of age or older and are degree-seeking will be subject to taking the Computerized Placement Assessment and Support System test (COMPASS).

E. Transfer Students

A student who is transferring to Dyersburg State Community College to earn credit for an associate degree or academic certificate from Dyersburg State Community College must follow these procedures:

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes

2. Submission of an official copy of a high school transcript verifying a Regular or Honors diploma and the date of graduation. (This requirement is necessary to determine compliance with the 1989 Admission Requirements).

3. Submission of official copies of transcripts from each college or university attended. Concealment of previous college or university attendance may be cause for rejection, cancellation of admission, or dismissal of the student.

Course placement for Transfer students will be based on the following:

1. Transfer students who have completed a college-level English and mathematics course with a grade of "C" or higher will be placed in all college-level courses.

2. For Transfer students who do not meet the first criterion and are under the age of 21, course placement will be determined by ACT scores. If ACT scores are older than three years, the student will be required to retake the ACT.

3. Completion of the appropriate portion(s) of the Computerized Placement Assessment and Support System test (COMPASS) for students who are 21 years of age or older. COMPASS scores must indicate college-level readiness in mathematics and English.

NOTE: Only ACT scores less than three years old as of the first day of the first term of enrollment will be used to determine exemption status.

F. International Students

Dyersburg State Community College believes that the presence of international students on campus will enrich the educational environment of all students. Therefore, the College is authorized under federal law to enroll non immigrant, alien students on "F-1" and "J-1" student visas. Applicants must file complete credentials before July 1 for fall admission; November 1 for spring admission; or March 1 for summer admission. Complete credentials include all the documents listed below.

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes

2. Submission of a certified or notarized copy of authenticated academic records in English translation. These records should describe the courses of instruction in terms of years spent in school and the type of subject matter covered, with grades earned in each subject. The educational level attained must be comparable to a high school diploma in the United States.

3. Submission of an official transcript from each college or university that the international applicant has attended.

4. If the international applicant is under 21 years of age, an official copy of his/her ACT scores is required.

5. All international applicants whose native language is not English are required to take the Test of English as a Foreign Language (TOEFL). A minimum score of 133 on the computer-based TOEFL or 45 on the Internet-based TOEFL or 450 on the paper-based TOEFL is required. Official TOEFL scores must be submitted.

6. International applicants must show evidence of financial capability. Applicants must provide a statement indicating who will provide funds for the applicant's educational and living expenses while he/she is enrolled at Dyersburg State. Because DSCC has no financial aid program for international students, international applicants must have at their disposal a minimum of \$17,000 (equitable to U. S. dollars) to cover tuition, fees, books, supplies, rent, utilities, food, transportation, personal expenses, and

required health insurance. This amount is the minimum required and does not include travel expenses or support for dependents. Due to unforeseen tuition increases, the \$17,000 may be increased without notice.

Students attending DSCC on an F-1 visa may work only on campus if employment is available. Because of this uncertainty, students are not able to use these monies as part of their financial resources.

DSCC is a community college and has no residential housing. International students must make their living arrangements and should allow sufficient time to locate housing before the beginning of the term.

An international student who is in the United States on an F-1 visa may not claim Tennessee residence and will be charged out-of-state fees.

7. International applicants should submit a certificate from a licensed physician or other qualified medical authority verifying freedom from tuberculosis within thirty days from the first day of classes. Failure to furnish such a certificate shall result in denial of further enrollment or admission. In the event that the applicant either has tuberculosis or has potential tuberculosis requiring medical treatment, continued enrollment will be contingent upon the determination by a licensed physician that further enrollment does not present a risk to others and upon the applicant's compliance with any prescribed medical treatment program. All international students born after January 1957 must provide evidence of having received two doses of the Measles, Mumps, and Rubella (MMR) vaccine. Exceptions are made for students who are pregnant or allergic to the vaccine.

8. International students must become familiar with the regulations of the U. S. Immigration & Customs Enforcement (ICE) and assume responsibility for complying with these regulations.

9. International students will be subject to same policies for determining course placement as are High School Graduates (1.A.) or Transfer Students (1.D.).

10. All foreign non-immigrant students are required to have hospitalization insurance prior to completing registration. Students can either provide proof of adequate coverage or purchase coverage through the College, as provided by a private contractor.

Requirements for Readmitting Students

Students who have discontinued attendance at Dyersburg State Community College for one term or more, excluding the summer term, must apply for readmission. If the readmitting student has attended other colleges or universities since last attending Dyersburg State, official transcripts must be submitted from those institutions. If a readmitting student elects to pursue a degree or academic certificate, the student must meet the requirements for Regular Admission if he/she has not previously done so.

Requirements for Special Admission

Special Admission is designed for two groups of applicants. The first group is those applicants who intend to take courses for credit but who do not intend to pursue a degree. The second group is comprised of those who intend to take college courses but who are unable to work toward a degree because they lack the proper credentials. Special Admission will be granted to applicants who follow the procedures and meet the requirements under one of the following sub-categories:

A. Non-High School Graduate

An applicant who did not complete high school with a Regular or Honors diploma or who has not made an average standard score of 450 (45 prior to January, 2002) or above on the GED may be admitted as a special student under the following conditions:

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes
2. The applicant must be at least 21 years of age.
3. The applicant must take the entire Computerized Placement Assessment and Support System (ACT COMPASS) and enroll in any developmental studies courses as determined by his/her scores.
4. Students admitted in this category are not eligible for financial aid.
5. Students in this category must complete requirements for Regular Admission after completing 16 credit hours.

B. Personal or Professional Enrichment Students

Applicants who are high school graduates or who have earned an average standard score of 450 or above on the GED (45 prior to January, 2002) or who have earned the American Council on Education (ACE) External Diploma awarded by a high school can enroll as a special student for personal or professional enrichment by meeting the following requirements:

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes
2. Indication on the Application for Admission that the applicant is a high school graduate with a Regular or Honors diploma or has earned the ACE External Diploma or has earned an average standard score of 450 or above and a minimum score of 410 on each GED subscore. For GED tests taken before January, 2002, an average standard score of 45 or above and a minimum score of 45 on each GED subscore are required.

If the student decides to work toward a degree or academic certificate, he/she will have to meet the requirements for Regular Admission and furnish official copies of transcripts and test scores as required.

3. Students who are admitted as Personal or Professional Enrichment students will not be permitted to enroll in a mathematics or English course unless one of the following criteria is met.

(1) Previous completion of a college-level English and mathematics course with a grade of “C” or higher;

(2) Submission of ACT scores which are no older than three years for students under 21 and which indicate that college-level placement in mathematics or English is warranted;

(3) Completion of the appropriate portion(s) of the Computerized Placement Assessment and Support System test (COMPASS) for students who are 21 years of age or older. COMPASS scores must indicate college-level readiness in mathematics and English.

4. Unless exempt because of ACT scores or transfer work, students admitted under this category will be required to take the ACT COMPASS after completing 16 credit hours.

5. After completing 16 credit hours, students admitted under this category will be required to submit an official copy of a high school transcript verifying Regular or Honors diploma and graduation date. Transcripts of applicants who graduated from Tennessee public high schools in 1983 or after must include a transcript entry stating that a passing score was made on the proficiency test battery.

6. Personal or Professional Enrichment students who have attended another higher education institution are strongly encouraged to submit official copies of transcripts from each institution attended in the event that they should elect to become degree-seeking.

7. Students admitted under this category are not required to become degree-seeking but are strongly encouraged to do so.

8. Students who are enrolled for Personal or Professional Enrichment are not eligible to receive financial aid.

C. College Graduates

College graduates who do not wish to work toward a degree or academic certificate at Dyersburg State may enroll as a Special Undergraduate Student by meeting the following requirements:

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes.

2. Submission of college transcript indicating date degree conferred.

D. Advanced Studies Program/Joint or Dual Enrollment

The Advanced Studies Program is an enrichment program for high school juniors and seniors. A student may enroll in college courses under the Advanced Studies Program if the following conditions are met. Students who are eligible for

this program may be admitted for either joint enrollment or dual enrollment or both. Dual enrollment is the enrollment of a high school student in one or more specified college courses for which the student will be awarded both high school and college credit; joint enrollment is the enrollment of a high school student in one or more college courses for college credit only. Students who meet the following requirements may be eligible to receive the Dual Enrollment Grant regardless of whether or not the high school awards dual credit for the completion of college courses.

1. The student must have junior or senior standing in high school.

2. The student must have a 3.00 (“B”) average on high school work completed. Since some students may excel in a particular area of study but may not have an average of “B” on all high school work completed, an exception to this condition may be made at the recommendation of the high school guidance counselor or the high school principal and the high school teacher in the student’s area of interest.

3. Students wishing to enroll in the Advanced Studies Program must complete an Application for Admission and an application for the Advanced Studies Program, and have an official copy of their high school transcript forwarded to the Office of Admissions and Records.

4. Students wishing to receive the Dual Enrollment Grant must complete the Dual Enrollment Grant Application in lieu of the DSCC Application for Admission. The Dual Enrollment Grant Application* is available at www.DSCC.edu. A non-refundable application fee of \$10 will be assessed at the time of initial registration in classes.

5. For the student to enroll in the Advanced Studies Program, a written recommendation must be submitted to the Office of Admissions and Records by the student’s guidance counselor or by the high school principal (part of the Dual Enrollment Grant Application*).

6. A written statement of consent must be submitted to the Office of Admissions and Records by the student’s parent (part of the Dual Enrollment Grant Application*).

7. The courses taken must be chosen by the student in consultation with the high school guidance counselor and the Office of Admissions and Records so as to supplement the high school program and insure academic success (part of the Dual Enrollment Grant Application*).

8. Courses taken while enrolled in high school will count as regular college credit upon graduation from high school.

9. Students admitted as Advanced Studies students will not be permitted to enroll in a mathematics or English class unless ACT scores indicate that college-level placement in mathematics and/or English is warranted.

Upon graduation from high school, students can then seek regular admission. At this point, all admission requirements must be met and appropriate parts of the ACT will determine course placement.

* The Tennessee Student Assistance Corporation (TSAC) is in the process of creating an electronic Dual Enrollment Grant Application to be implemented Fall 2009. When completed, students wishing to receive the Dual Enrollment Grant must submit an electronic application to TSAC, resulting in the need for the student to provide the information stated in 3 - 5 above directly to the DSCC Office of Admissions and Records.

E. Gifted and Talented Students

Academically talented students in grades 9, 10, 11, or 12 may apply for special admission under this category. In order to enroll, applicants must meet the following requirements:

1. Submission of a completed Application for Admission. A non-refundable application fee of \$10 will be assessed at the time of initial registration in classes.
2. Submission of an official copy of the student's high school transcript indicating a Grade Point Average (GPA) of at least 3.2 on a 4.0 scale.
3. Be approved by the Office of Admissions and Records and the principal of the high school he/she attends.
4. Must take courses which: (a) are a part of a planned Individual Education Program as established by a team process and (b) earn credits which will not be applicable toward graduation from high school.
5. Must not enroll for more than nine credit hours per semester.

F. Transient Students

Students enrolled at another college or university may attend Dyersburg State for one term as a Transient Student by meeting the following requirements:

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes
2. Submission of an official copy of the student's transcript from the institution in which he/she is regularly enrolled.
3. Transient students will not be permitted to enroll in a mathematics or English course unless one of the following criteria is met.
 - (1) Previous completion of a college-level English and mathematics course with a grade of "C" or higher;
 - (2) Submission of ACT scores which are no older than three years for students under 21 and which indicate that college-level placement in mathematics or English is warranted;
 - (3) Completion of the appropriate portion(s) of the Computerized Placement Assessment and Support System test (COMPASS) for students who are 21 years of age or older. COMPASS scores must indicate college-level readiness in mathematics and English.

G. Audit Students

Under certain conditions, applicants may audit classes at Dyersburg State Community College by meeting these requirements:

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes.

Note: Audit students do not take class examinations and do not receive grades in the course. Audit enrollment is on a "space available" basis. Any individual under the age of 17 cannot audit a class without the written approval of the instructor and the Dean of the Division. Developmental Studies courses can not be audited. Only senior citizens may audit a physical education activity course.

2. Since audit enrollment is on a "space available" basis, students will not be allowed to enroll for the purpose of auditing until after Regular Registration.

3. Students wishing to audit a course will not be permitted to enroll in a mathematics or English class unless they have met one of the following: a) the appropriate prerequisites have been met, b) students 21 years of age or older have completed the appropriate section(s) of the Computerized Placement Assessment and Support System (ACT COMPASS), or c) students under 21 have submitted ACT scores that are less than three years old.

4. Students who are auditing a course cannot change to credit.

H. Technical Certificate Students

Students who are pursuing a technical certificate must meet the following requirements:

1. Submission of a completed Application for Admission. A nonrefundable application fee of \$10 will be assessed at the time of initial registration in classes.

2. Submission of an official copy of a high school transcript verifying a Regular or Honors diploma and the graduation date from high school or submission of official GED scores indicating a composite score of 450 (45 prior to January, 2002) or above or submission of an official copy of an American Council on Education (ACE) External Diploma awarded by a high school.

3. Transcripts of applicants who graduated from Tennessee public high schools in 1983 or after must include a transcript entry stating that a passing score was made on the proficiency test battery. If applicants have not passed the required proficiency test battery, they must submit an official GED score indicating a composite score of 450 (45 prior to January, 2002) or above before being considered for Regular admission.

4. While students pursuing a technical certificate are not required to submit ACT scores or take the Computerized Placement Assessment and Support System test (COMPASS), an assessment to determine course

placement will be required if they later pursue a degree or academic certificate.

I. Provisional Admission

Applicants who meet the requirements for admission but do not have all the required credentials on file in the Office of Admissions and Records at the time of their first registration may be admitted provisionally for one semester. By the end of the first semester, students whose credentials have still not been received will not receive an official copy of their grades and will be denied further enrollment (including the ability to pre-register) until official copies of all credentials are on file in the Office of Admissions and Records.

Health Information Technology Admission, Retention, and Graduation Requirements

Students desiring to pursue an AAS degree in Health Information Technology are required to meet the following:

1. Apply for admission to DSCC and meet admission requirements for acceptance.
2. Indicate Health Information Technology (HITC) as the desired concentration on the DSCC Application for Admission.
3. Meet with a Health Information Technology advisor or Division Dean to register for classes and obtain clearance to register.
4. Complete required Developmental Studies Program courses in accordance with student's graduation plan created with HIT advisor consultation.
5. Each student will be monitored, advised, and grades will be evaluated at the end of each semester by the program director. Minimum standards are: (a) a grade of "C" or better in each course; and (b) complete prerequisite/corequisite courses.
6. To graduate with an AAS in Health Information Technology, students must earn a "C" or better in each required course and must have a 2.00 minimum cumulative Grade Point Average (GPA) in college-level courses.
7. A criminal background check and drug screen is required by most clinical facilities for assurance of patient safety. Based on the results of these checks, an affiliated clinical site may determine to not allow a student's presence at their facility.

Note: The Health Information Technology (HIT) AAS degree and Medical Coding Certificate are offered online. To be successful in an online class, the student must have basic computer skills, a computer at home or easy access to a computer, and Internet access at home through dial-up, cable, or DSL. The computer labs at the Dyersburg campus or the Gibson County Center or the DSCC Jimmy Naifeh Center at Tipton County may be used for this purpose. Students will have to schedule computer access during open lab times or at the Learning Resource Center (LRC).

HIT Expenses

Additional expenses to the HIT student include the cost of liability insurance. Transportation to and from clinical agencies is the responsibility of the student.

Requirements for Admission to the Nursing Program

Dyersburg State Community College offers coursework leading to an Associate of Applied Science Degree in Nursing. The Dyersburg State Nursing Program is accredited by the National League for Nursing Accrediting Commission.

Website: www.nlnac.org

Address: 61 Broadway-33rd Floor
NewYork, NY 1006

Telephone: 1-800-6691656, ext. 153
212-363-5555, ext. 153

Fax: 212-312-0390

The Dyersburg State Nursing Program is approved by the Tennessee Board of Nursing.

Website: <http://health.state.tn.us/Boards/Nursing/index.htm>

Address: Tennessee Board of Nursing
227 French Landing, Suite 300
Nashville, TN 37243

Telephone: 1-800-778-4123
615-532-3202

To be considered for admission to the Nursing program, the following requirements must be met.

1. The applicant must be accepted to Dyersburg State Community College as a regular admission student - see Requirements for Regular Admission, page. 12.
2. The applicant must submit a completed Application for Nursing to the Division of Nursing and Allied Health by the deadline specified: September 1 for Spring Admission-DSCC Jimmy Naifeh Center at Tipton County, and March 1 for Fall Admission-Dyersburg Campus. This application is in addition to the DSCC Application for Admission.
3. Applicants admitted from a high school must have a minimum 2.5 grade point average (on a 4.0 scale).
4. Applicants with prior college credits must have a cumulative grade point average of 2.5 (on a 4.0 scale) and a grade of "C" or above in each course required in the nursing curriculum (or be retaken with a grade of "C" or above as indicated as a pre-requisite for the NUR course.) Transcripts from all previously attended universities and/or colleges must be submitted to both the Office of Admissions and Records and to the Division of Nursing and Allied Health for evaluation by the application deadline. Failure to provide documentation as requested will result in the removal of the student's application from the applicant pool.

5. Each applicant is required to have on file his/her test results from the required preadmission examination (HESI) for Registered Nurses. Details regarding the dates, times, place and cost of the test are available from the Testing Office or the DSCC website at www.dsc.edu under Student Services by following the link to Assessment/Testing. Test fees are non-refundable. The test score will remain in the applicant file for three years from the testing date; if the student reapplies after three years, he /she must retake the preadmission examination again. Students must reapply for each class to be considered; the Division of Nursing and Allied Health does not keep a waiting list of applicants.

6. A criminal background check and drug screen is required by most clinical facilities for assurance of patient safety. These will be required if accepted into the program. Based on the results of these checks, an affiliated clinical site may determine to not allow a student's presence at their facility. This would result in the student's inability to successfully complete the requirements of this program. Additionally, applicants should be aware that conviction of certain crimes may make them ineligible for registered nurse licensure even though they successfully complete the nursing program. Detailed instructions regarding the Background Check will be given during nursing orientation. The student will assume the cost of the physical examination, drug screen, and background check. To obtain more information, please contact the Division of Nursing and Allied Health.

7. If accepted, the applicant must submit proof of satisfactory physical and mental condition, current immunizations and a negative TB skin test or a chest S-ray, as indicated. TB skin tests are required yearly. Although hepatitis immunization is not required, it is highly recommended.

8. Transfer requests from other colleges will be considered upon an individual basis and upon availability of space. Transfer requests should be directed to the Dean of Nursing and Allied Health.

9. Applicants may be interviewed by the Nursing faculty as part of the admission process.

10. Admission into the nursing program will be based on a point system. The point system will be based upon the Preadmission Examination test score, GPA, science courses taken with a grade of "B" or above, and prior healthcare experience. The science courses included are BIOL 2010, BIOL 2020, and BIOL 2230. In the event an applicant has taken these courses more than once, the most recent grade will be calculated in the point system. Science courses must have been completed within five years prior to the admission date and prior to the qualifying application deadline date to be included in the admission points (fall semester if applying for the next fall admission/Dyersburg campus, and summer semester if applying for the next spring admission/Covington campus). The five year science requirement may be waived if the applicant successfully completed the sci-

ence course(s), has a current health care license, and is actively practicing in a health care field.

11. The new high school graduate will be assessed for admission differently. Points will be given for the Preadmission Examination test score, high school GPA, the math, science and reading sections of the ACT test and CNA certification.

12. MATH 1020 and required college preparatory courses, if needed must be completed prior to the qualifying application deadline date (fall semester if applying for the next fall admission/Dyersburg campus, and summer semester if applying for the next spring admission/Covington campus). MATH 1020 must be completed with a grade of "C" or above within one year of admission into the nursing program. The only exception is for high school graduates seeking admission into the fall class. If their points qualify them for admission and college preparatory courses are not required, they may receive a conditional admission based upon satisfactory completion of MATH 1020 during the summer session.

13. Students who have made a "D", "F" or have withdrawn from two nursing courses at Dyersburg State (unless academic fresh start status has been granted, see college catalog for Academic Fresh Start Guidelines) or any other college or university will not be considered for readmission or transfer to the Dyersburg State nursing program.

14. Students admitted to the nursing program will be required to comply with the nursing program retention and progression policies. Details of these policies are published in the Division of Nursing Program Student Handbook.

15. Students who apply but are not accepted for the Dyersburg program for Fall or for the Covington program for Spring must reapply if they wish to be considered for the following class. Applications will not be considered from previous semesters.

Requirements for Admission into the Advanced Standing LPN-RN Fast Track

To be considered for admission to the Advanced Standing LPN-RN Fast Track Nursing Program, the following requirements - in addition to the requirements for admission to the college - must be met.

1. The Licensed Practical Nurse (LPN) completes the application for admission (or readmission) to Dyersburg State Community College and pays the non-refundable application fee.

2. The applicant completes the Application for Advanced Standing and submits it to the Division of Nursing and Allied Health by the specified date. Applications received after the deadline may be considered on an individual basis with exceptional circumstances.

3. Students who have made a "D", "F" or have withdrawn from two nursing courses prior to completion

of LPN Licensure may be considered on an individual basis for admission to the Dyersburg State Advanced Standing LPN to RN Fast Track.

4. Applicants with prior college credits must have a cumulative grade point average of 2.5 (on a 4.0 scale) and a grade of "C" or above in each course required in the nursing curriculum (or be retaken with a grade of "C" or above as indicated as a pre-requisite for the NUR course.) Transcripts from all previously attended universities and/or colleges must be submitted to both the Office of Admissions and Records and to the Division of Nursing and Allied Health for evaluation by the application deadline. Failure to provide documentation as requested will result in the removal of the student's application from the applicant pool.

5. Required prerequisite courses (college preparatory, if needed, BIOL 2010, PSY 110, and MATH 1020 or math proficiency) must be completed prior to the qualifying application deadline. MATH 1020 must be completed with a grade of "C" or above within one year of admission in the nursing program.

6. The National League for Nursing, Nursing Acceleration Challenge Exam I - Foundations of Nursing examination scores must be on file by the application deadline.

- To be accepted into the nursing program, the applicant must have a score of 75 or better on the Nursing Acceleration Challenge Exam (ACE) examination. If the applicant does not obtain an ACE score of 75 or better, the test may be repeated one time only.

- ACE test scores are valid for three years from the month/year of testing.

- Testing is offered on the Dyersburg State campus with dates and times available from the Division of Nursing and Allied Health or the Testing Office.

- Test fees are non-refundable.

- If unsuccessful, the applicant may seek admission as a regular student (see Requirements for Admission to the Nursing Program, pages 18-19).

7. The applicant must bring evidence of a current active LPN license and valid Healthcare Provider (American Heart Association) or Professional Rescuer (American Red Cross) CPR card to the Division of Nursing and Allied Health.

8. Applicants must have written notification of acceptance before enrollment in nursing courses is permitted. Only those students enrolled in a nursing course are considered to have been accepted into the nursing program.

9. If accepted into the Advanced Standing LPN to RN Fast Track program:

- The student will enroll in NUR 100 - Introduction to Nursing, and NUR 101 - Transitions to Nursing Care I, and NUR 113 - Introduction to Pharmacology.

- Basic Nursing skill competency/validation is required prior to beginning clinical rotation in NUR 101.

- After successfully completing NUR 100, NUR 101, and NUR 113, the student will be eligible to enroll in NUR 211 Nursing Care II. LPN-RN Fast Track students are awarded 9 credit hours for NUR 111 on the basis of their prior LPN educational program and a score of 75 or better on the National League for Nursing, Nursing Acceleration Challenge Exam 1-Foundations of Nursing. The student must successfully complete NUR 100 to receive the 9 credit hours.

- The applicant who does not successfully complete NUR 100, Introduction to Nursing and/or NUR 101, Transitions to Nursing Care I, may seek admission as a regular student (See Requirements for Admission to the Nursing Program).

- For patient safety, clinical facilities utilized by the Division of Nursing and Allied Health may require proof of satisfactory physical and mental condition. Please read "Core Performance Standards" in the DSCC Catalog. For assurance of patient safety, a drug screen may be required.

- The applicant must submit proof of current immunizations and a report of a negative tuberculosis (TB) skin test or a chest X-ray, as indicated, dated within six (6) months of the expected enrollment date. TB skin tests are required yearly.

- Clinical facilities require criminal background checks and drug screen. Based on the results of these checks, an affiliated clinical site may determine to not allow the student's presence at their facility. This would result in the student's inability to successfully complete the requirements of this program. Additionally, applicants should be aware that conviction of certain crimes may make them ineligible for registered nurse licensure even though they successfully complete the nursing program. Detailed instructions regarding the Background Check will be given during nursing orientation.

10. The general education requirements for the Associate of Applied Science in Nursing Degree must be met by the terms indicated in the Nursing concentration Program of Instruction.

- Courses taken in the biological sciences must have been taken within the past five years to meet the requirements for the Associate of Applied Science in Nursing degree. The five year science requirement may be waived if the applicant successfully completed the science course(s), has a current health care license, and is actively practicing in a health care field.

- The student admitted with advanced standing follows the master curriculum plan as stated in the catalog.

- Retention standards for the Division of Nursing will be followed.

Progression Requirements

1. Students must receive at least a “C” grade in theory and a satisfactory performance in the clinical component of nursing courses.
2. Students must receive at least a grade of “C” in the non-nursing curriculum prerequisite courses (PSY 110, BIOL 2010, 2020, and 2230, ENGL 1010, and HUM).
3. Students must maintain current certification in Adult, Infant, and Child CPR.
4. Students must complete their TB skin test annually.
5. Students must complete the Nursing Comprehensive Exit Exam (HESI) during the last semester before graduation. Students scoring less than an 850 will be required to retake the HESI exam. If the score on the second attempt is still less than 850 the student must meet with the Dean and show evidence of completing a prescribed remediation plan, including an approved NCLEX-RN review course before retaking the exam for a third attempt. It is the student’s responsibility to pay all fees related to taking the examination(s).
6. An approved NCLEX-RN review course is required of all graduating nursing students prior to sitting for the NCLEX-RN.

Readmission and Transfer into the Nursing Program

In addition to the required admission criteria, applicants seeking readmission or transfer admission should be aware that applications will be considered on an individual basis based upon space availability.

Transfer Applicants

1. Must submit a written request for transfer and a letter of recommendation, verifying good standing, from the director of the previous Nursing program to the Nursing Admission and Retention Committee.
2. Transcripts from all previously attended universities and/or colleges must be submitted to both the Office of Admissions and Records and to the Division of Nursing and Allied Health for evaluation. In addition to all transcripts, appropriate nursing course descriptions from the previous school of nursing must be submitted to the Division of Nursing and Allied Health. Incomplete files cannot be considered for admission.
3. Nursing courses should not be over two years old; if so, these will need to be repeated. Nursing courses will be evaluated on an individual basis.

Requirements for Readmission

1. Applicant must submit a written request for readmission to the Nursing Admission and Retention Committee three months prior to the term of desired admission.

2. All students must follow the readmission policies for the College.

3. Students who have made a “D”, “F” or withdrawn from two nursing courses at DSCC will not be considered for readmission or transfer to the nursing program unless academic fresh start status has been granted. (See college catalog for academic fresh start guidelines.) Students who have made a “D”, “F”, or withdrawn from two nursing courses from another college or university will not be considered for readmission or transfer to the nursing program.

4. A student who has been out of the nursing program for two years or more may apply for admission as a beginning student. No credit will be given for nursing courses previously taken. Science courses more than five years old will be evaluated on an individual basis. MATH 1020 must also be repeated if older than one year.

5. Readmission is dependent upon space availability and curriculum placement. If the number of readmission requests exceeds space availability, applicants will be evaluated according to the program “Point System” as outlined in the “Requirements for Admission to the Nursing Program” section of the Catalog and Student Handbook.

6. Students seeking readmission will be required to successfully pass a math dosage validation exam.

7. Students readmitted into any nursing course other than NUR 111 will be expected to have mastered all previously taught clinical skills. Validation of these skills will be required.

8. Students readmitted into any nursing course will be required to successfully pass a proficiency exam.

9. Students seeking readmission must be recommended by a majority of the nursing faculty and must have a current GPA of 2.5.

10. Students seeking readmission will be admitted under the catalog of the current academic year.

Student Appeal Process for Readmission

The Readmission Policy of the Division of Nursing and Allied Health states that the student who has either failed or withdrawn from two nursing courses is ineligible for readmission into the Nursing program.

A student wishing to appeal a decision to deny readmission into the DSCC Nursing Program must follow these steps.

1. Consult with the Division Dean to make known the intention of appealing this policy. This consultation shall be within five days following notification of the decision to deny readmission.

2. After this consultation, the student needs to submit a written request to the Division Dean. The Division Dean will attempt to resolve the complaint in consultation with the student and the faculty within five days of the formal presentation of the written request.

3. If a satisfactory resolution is not reached in Step 2, the student may inform the Division Dean, the Dean of Student Services, and the Vice President for the College that he/she wishes to make a written request for a review to the Appeals Board. The student shall make a written request to the Division Dean for a review to the Appeals Board within five days following the end of the prescribed time in Step 2 and shall include in the request a rationale for this request. The Division Dean within five days of receiving the student's request, must forward the student's request to the Appeals Board, together with copies of all correspondence and records pertaining to the complaint.

4. Upon receipt of a request for review, the Chairperson of the Appeals Board shall set a meeting date and notify, in writing, the faculty, the Division Dean, the Dean of Student Services, and the Vice President for the College of the meeting date. The meeting date shall be within seven days of the receipt of the request.

5. The Appeals Board shall submit its findings in sufficient explicit detail to explain these findings.

6. The Vice President for the College, the Dean of the Division and the Dean of Student Services shall jointly review the findings of the Appeals Board. A final decision shall be made and announced after consultation with the President of the College.

Core Performance Standards

PROCEDURE FOR STUDENTS WHO IDENTIFY POTENTIAL PROBLEMS WITH MEETING "CORE PERFORMANCE STANDARDS"

All TBR nursing programs have adopted the following core performance standards proposed by the Southern Council on Collegiate Education for Nursing (1993). Admission to and progression in nursing programs is not based on these standards; instead they will be used to assist each student in determining whether accommodations or modifications are necessary. If a student feels that there is need for any accommodations or modifications to meet these core performance standards, he or she should first make this known to the instructor of the course. The instructor will first notify the Dean of Nursing and Allied Health. The Dean will then notify the campus Americans with Disabilities Act (ADA) Coordinator. The student, instructor, Dean, and the ADA Coordinator will review the concentrations available and determine whether a reasonable accommodation is possible and/or which among possible accommodations will best serve the student.

CORE PERFORMANCE STANDARDS FOR ADMISSION AND PROGRESSION

1. Critical thinking ability sufficient for clinical judgment.
2. Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

3. Communication abilities sufficient for interaction with others in verbal and written form.

4. Physical abilities sufficient to move from room to room and to maneuver in small spaces.

5. Gross and fine motor abilities sufficient to provide safe and effective nursing care.

6. Auditory abilities sufficient to monitor and assess health needs.

7. Visual ability sufficient for observation and assessment necessary in nursing care.

8. Tactile ability sufficient for physical assessment.