Admission to Tyler Junior College does not guarantee admission to certain selective programs. Student enrollment in these programs is limited by the following factors, including but not limited to, program capacity, clinical space, prior work experience, academic preparation, prior academic achievement, negative drug screening, and a clear criminal background check. Specific application information and admission policies for the Associate Degree Nursing LVN-RN Transition Track are outlined in this document. Admission policies/criteria are reviewed each semester and are subject to change between admission periods. Some changes could affect your eligibility for admission to the program.
Thank you for considering the TJC Associate Degree Nursing program to begin your journey of becoming a Registered Nurse!

The Associate Degree Nursing program is a selective admission program. This means enrollment in the program is limited. To be considered for placement into the ADN program you need to submit a separate application.

The Selective Admission Preparation Packet outlines the requirements you need to complete before you submit an application. The packet is designed to easily guide you through the admission process and help you successfully prepare your application.

It is your responsibility to ensure that you meet all admission requirements and you submit a complete application including any supporting documents.

If you have any questions about these admission requirements you can schedule an appointment with a Healthcare Professions advisor by calling (903) 510 2662, contact the Associate Degree Nursing Department at (903) 510 2869, or go to our Frequently Asked Questions page.

We're here to help you throughout this process so you can achieve your goal of becoming a Registered Nurse!

ADN Admissions Team
Preparation Packet Guide

The Selective Admission Preparation Packet is designed with a simple layout that provides you easy access to all the information you need when preparing your ADN application.

Interactive Links

The packet contains links that connect you to relevant pages within the packet or to external web sources. To have access to all the resources available in this document, we recommend you open the file in Adobe Acrobat Reader on a laptop or desktop computer with internet access.

Website or page links are either blue, bold, and underlined text OR THE LINKS ARE IN A YELLOW BUTTON

Pop-out Information Boxes

As you read, you will notice that some sections of the packet have boxes in yellow or red. These boxes highlight important information that you need to pay close attention to.

A red pop-out box highlights a requirement with a deadline in which it must be complete. The deadlines for these requirements are updated each admission period and are provided in the Admission Application forms available to download from the ADN ‘How to Apply’ section on the TJC website. If you do not complete a requirement by the deadline your application is incomplete.

A yellow pop-out box highlights important information about a requirement and brings your attention to criteria/actions that are commonly overlooked by previous applicants.

Required Deadline Box

A red boxes indicates that the requirement has a deadline that it should be completed by. Deadlines for the current admission period are provided in the application forms. Add these dates to your calendar so you don't forget!

Important information!

A yellow box highlights important information that is commonly overlooked. Make sure you read these boxes so you don't make a mistake on your application.
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</table>
Apply to TJC

To apply to the Associate Degree Nursing (ADN) program you have to be accepted as a TJC student. Your application for admission to TJC can be completed and submitted online.

To submit an application to the ADN program you must be:

• A TJC Student with an A Number (student ID)
• At least 18 years old on the date you submit your ADN application
• TSI compliant on the date you submit your ADN application

Read more about TSI compliance.

If you were previously enrolled at TJC and have been out of school longer than two consecutive semesters (fall or spring semesters) you must re-apply for admission.

Admission to TJC does not guarantee admission to the ADN program. The number of students admitted to the ADN program is limited and you must submit a separate application to be considered.

Submit Official Transcripts

Official transcripts must be received in the TJC Registrar's Office by the deadline. If you do not meet this requirement by the deadline your application is incomplete and cannot be processed. Deadlines for the current admission period are listed in the application forms packet.

You need to submit an official transcript from each college you have attended even if the completed coursework is not required for the AAS, Nursing degree plan. The transcript must be received in the TJC Registrar's office by the deadline. Read how to submit transcripts to TJC.

When you submit a transcript you must:

• Submit an official transcript
• Submit the transcript to the TJC Registrar's Office
• Submit a transcript with the most recent semester of coursework
• Complete the online Transcript Evaluation Request form

If a college submits transcripts electronically, contact the TJC Registrar's office at (903) 510 2400 to verify that TJC is able to accept the electronic version. It is your responsibility to contact the TJC Registrar's Office and make sure your transcript(s) have been received.
Visit with an Academic Advisor

We always recommend you schedule an appointment with a Healthcare Professions advisor before submitting an application to the Associate Degree Nursing program.

Our Healthcare Professions advisors can assist you with the following:

- Develop a plan for completing your prerequisite and degree required general education courses
- Help you calculate your estimated Required-Course Grade Point Average (RGPA)
- Review your transfer credit from other colleges/universities
- Help set a goal for when you can apply to the ADN program
- Provide more information on ADN admission policies

To ensure that you get the most out of your advising appointment make sure you have your A Number, a valid government photo ID or TJC student ID, and copies of any official or unofficial transcripts or testing scores.

You can call and schedule an appointment with a Healthcare Professions advisor or you can arrive as a ‘walk in’ and wait for an available advisor. Read more about TJC’s academic advisors.

Healthcare Professions Advising Contact
Rogers Student Center
Second Floor
(903) 510 2662

Need help finding the academic advising office? View the interactive TJC Campus Map!
Health Requirements

All health requirements must be submitted to your CastleBranch account by the deadline. If you do not meet this requirement by the deadline your application is incomplete and cannot be processed. Deadlines for the current admission period are listed in the application forms packet.

During clinical rotations you will perform activities that involve direct patient contact with the potential to be exposed to blood or bodily fluids. To maintain a safe clinical environment and be able to safely participate in any clinical activities you must complete the ADN program health requirements. As part of your application you must submit the following health requirements to your CastleBranch account:

Positive Surface Antibody Titers
You must submit proof of a positive surface antibody titer for each of the following:

> Hepatitis B (anti-HBs)
> Mumps (IgG)
> Measles/Rubeola (IgG)
> Rubella (IgG)
> Varicella (IgG)

A surface antibody titer is a lab test that is conducted on a sample of your blood. The purpose of the test is to determine if you have immunity to a specific disease after receiving the vaccination series.

Tetanus, Diphtheria, Pertussis Vaccination
You must submit proof of one of the following options:

> A Tetanus, Diphtheria (TD) vaccine administered within the last 10 years and a Tetanus, Diphtheria, Pertussis (TDap) vaccine administered once within your lifetime

> A Tetanus, Diphtheria, Pertussis (TDap) vaccine administered within the last 10 years

CPR Certification
You must submit proof you have a CPR certification that meets the following requirements:

> Issued by American Heart Association
  Cards issued by any other organization will not be accepted
> Basic Life Support (BLS)
> Healthcare Providers

It is important to begin working on your health requirements as soon as possible. Depending on your immunity status to each disease and Centers for Disease Control & Prevention (CDC) guidelines, it can take up to 8 months to meet compliance. Read more about Admission Health Requirements.
As part of your application you are required to purchase a health requirement tracker from CastleBranch (a document tracking service) and submit your health requirements electronically through your CastleBranch account. Hard-copy health records are not accepted. Read more about how to use your CastleBranch account.

CastleBranch Health Requirement Tracker

You don’t have to wait for the open admission period to purchase your health requirement tracker and start submitting your documents. Follow the directions below to create your account and purchase your tracker:

1. Go to: www.castlebranch.com
2. On the top menu at the right, select 'Place Order'
3. Type in the package code: TY04im
4. Select 'Submit'
5. Read and agree to the terms and conditions of use
6. Select 'Continue'
7. Complete the required fields and then purchase your tracker

If you have problems with your account contact CastleBranch Student Support Services for assistance.

If you previously purchased a tracker from CastleBranch see your options below:

- If you previously purchased the 'TY04im' package for the Associate Degree Nursing program at TJC you do not need to purchase it again, your account will remain active.
- If you purchased a CastleBranch package for another health science program at TJC, contact CastleBranch to request your account be transferred to the 'TY04im' ADN tracker. Once your account is transferred you might have to upload additional documents to meet ADN requirements.
- If you purchased a CastleBranch package for another college you cannot transfer your account. You need to follow the directions above to purchase the TJC ADN 'TY04im' tracker.
To apply to the LVN-RN Transition track you must have an active Texas Vocational Nursing license before beginning the program.

You must submit one of the following with your application:

- A valid Texas Vocational Nursing License
  Must display name as listed on application, date of license expiration, and license number.

  OR

- An official transcript showing that you are enrolled in your last semester of a Vocational Nursing program during the semester the admission period is open.
  
  If you are enrolled in your last semester of an LVN program you must graduate from the program and submit proof of your Vocational Nursing license by the deadline.

All students enrolled in the LVN-RN Transition Track must maintain an active Texas LVN license throughout the duration of enrollment in the program.

**> Graduation/Employment Requirement**

**Graduation less than five years ago:**
If you graduated from your Vocational Nursing program within the last five years. You must submit one of the following with your application:

- Diploma showing program completion
- Official transcript showing program completion

**Graduated more than five years ago:**
If you graduated from your Vocational Nursing program over five years ago you must submit proof you have been employed as an LVN for a minimum of 6 months within the last five years. You must submit both of the following with your application:

- Employment Verification Form
- Job description of position held

If you do not meet the graduation or employment requirement your application is incomplete and cannot be processed.
Prerequisite Course Requirements

When you have finished an 'in progress' course an official transcript with a final grade (that meets the minimum grade requirement) must be received by the deadline. If you do not meet this requirement by the deadline your application is incomplete and cannot be processed. Deadlines for the current admission period are listed in the application forms packet.

At the time you submit your application you must meet the prerequisite course requirements outlined below:

**BIOL 2401 - Anatomy & Physiology I**
- BIOL 2401 must be complete with a grade of 'C' or better.
- You cannot submit an application if BIOL 2401 is 'in progress' during the semester the admission period is open.

**BIOL 2402 - Anatomy & Physiology II***
- BIOL 2402 must be complete with a grade of 'C' or better OR must be 'in progress' during the semester the admission period is open.
- You must submit proof you finished BIOL 2402 with a grade of 'B' or better by the deadline.
- If you withdraw from BIOL 2402 or do not meet the minimum grade your application is incomplete and cannot be processed.

**PSYC 2314 - Lifespan, Growth & Development***

**PSYC 2301 - General Psychology***

**ENGL 1301 - Composition I***

**Language/Philosophy/Cultural Or Creative Arts***
The following courses will be accepted: ENGL 2332, ENGL 2333, HIST 2311, HIST 2312, HUMA 1301, PHIL 1301, PHIL 1304, PHIL 2306, ARTS 1301, DANC 2303, DRAM 1310, MUSI 1306, MUSI 1310.

*These prerequisite courses must be complete with a grade of 'C' or better when you submit your application. If not complete, a maximum of two of these courses can be 'in progress' during the semester the admission period is open.

You must submit proof that you finished the course(s) with a grade of 'C' or better (BIOL 2402 must be a 'B' or better) by the deadline. See how to submit proof a course is 'in progress' and proof of your finished grade.

Anatomy & Physiology courses expire five years after course completion. If you completed BIOL 2401 and/or BIOL 2402 over five years ago it is expired. See how to renew your expired A&P course(s).

NEW POLICY: If you have made more than one attempt at BIOL 2401 and/or BIOL 2402, for each additional attempt made within the last five years, one selection point will be deducted from Stage One points. This includes a course 'in progress' or completed with a grade of A, B, C, D, F, or W. [Policy effective 08/01/2019]
General Education Course Requirements

When BIOL 2420 - Microbiology is complete an official transcript with a final grade (that meets the minimum grade requirement) must be received by the deadline. If you do not meet this requirement by the deadline your application is incomplete and cannot be processed. Deadlines for the current admission period are listed in the application forms packet.

In addition to your prerequisite courses the Associate of Applied Science in Nursing degree plan has other non-nursing general education courses you must complete. You do not have to complete these before you submit an application to the ADN program but it must be complete with a grade of 'C' or better to be eligible to graduate.

BIOL 2420 - Microbiology

BIOL 2420 does not need to be complete when you submit an application, but it must be complete before you can register for any RNSG courses or begin the nursing program.

If BIOL 2420 is not complete when you submit your application you must submit proof it is complete with the minimum grade by the deadline.

See how to submit proof of your finished grade.

If a degree required general education courses is not complete at the time you submit an application, you must complete the course(s) in concurrence with the LVN-RN Transition Track AAS, Nursing degree plan.
> Submit Proof of an 'In Progress' Course

You can provide proof that a course is 'in progress' during the admission period with one of the following options:

**Degree Works (TJC Enrollment Only)**
If you are enrolled in a course at TJC you are not required to submit any additional documentation with your application.
- Degree Works (a TJC system) must show the course 'in progress' during the semester the admission period is open.

**Unofficial Transcript (External College Enrollment)**
If you are enrolled in a course at an external college you must submit one of the following with your application:
- An unofficial transcript showing the course 'in progress' during the semester the admission period is open.
- An official document from the Registrar at the college where you are enrolled verifying the course is 'in progress' during the semester the admission period is open.

When you finish the 'in progress' course you are required to submit proof of your final grade. See below how to submit proof of a finished grade.

Read the Prerequisite Course Requirements section to see which prerequisite course(s) are approved to be 'in progress' at the time you submit an application.

> Submit Final Grade of an 'In Progress' Course

You must provide proof you successfully finished an 'in progress' course and met the minimum grade requirement with one of the following options:

**Degree Works (TJC Enrollment Only)**
If you are enrolled in a course at TJC you are not required to submit any additional documentation after you finish the course.
- Degree Works (a TJC system) must display that the course is complete and meets the minimum grade requirement.

**Official Transcript (External College Enrollment)**
If you are enrolled in a course at an external college you must submit an official transcript documenting the final grade.
- The official transcript must be submitted to the Associate Degree Nursing Office (RNHS 0.020) by the deadline.
HESI A2 Exam - A&P Section ONLY
If you take the A&P section of the HESI A2 exam you must meet the following requirements:

- Minimum score of **80%**
- HESI scores **valid for one year**
- Only **one** attempt at the exam per year
- Cost: approximately $50

You must schedule your exam through the TJC Testing Center using the link below. Select 'Associate Degree Nursing - HESI A2 (RN) Anatomy & Physiology ONLY' and schedule your appointment. Print your appointment confirmation email and take it to your appointment along with your photo ID and form of payment.

You must include a copy of your exam scores with your application.

SCHEDULE YOUR APPOINTMENT

CE: A&P Refresher Course (SCIT 6003)
The A&P refresher course is an **online**, self-paced (maximum 8 weeks) course offered through TJC’s School of Continuing Studies (CE). Read the **CE Refresher Course Information Sheet** before registering for the course.

- A new course begins on the **first Monday** of each month (except November & December)
- Registration for the course opens approximately one week prior to the start of the course
- Certificate valid for **five years**
- Unlimited attempts
- Cost: approximately $35

Register for the course online through the School of Continuing Studies website using the link below.

You must include a copy of your certificate of completion (containing the date of completion) with your application.

SEARCH FOR COURSE
A Required-Course Grade Point Average (RGPA) is calculated by using the grades of all completed prerequisite and degree required general education courses. An RGPA calculation does not include all of your college course credit. Your final RGPA calculation is different from any GPA listed on a transcript or in Degree Works. You must meet the minimum RGPA requirement at the time you submit your application.

Minimum RGPA Requirement: 2.500

RGPA Calculation Criteria

Your RGPA is calculated using the following rules:

- The most recent grade for each completed prerequisite or degree required course is used.
- All completed grades of A, B, C, D and F are used.
- If a course is ‘in progress’ and has been completed before, the current standing grade is used.
- RGPA will not be recalculated to include the final grade after an ‘in progress’ course has been completed.
- If you received credit for a course (no grade is assigned) it cannot be used for RGPA calculation.
- RGPA are calculated to 3 decimal places (0.123).

If you are having difficulty calculating your RGPA and need assistance, schedule an appointment with a Healthcare Professions advisor by calling (903) 510 2662.

How to Calculate a Required-Course Grade Point Average

1. Write down your most recent grade for each course you have completed.
   Grades of ‘D’ and ‘F’ should be included.
   Grades of ‘W’ should not be included.

2. Next to each grade, assign a ‘Grade Value’ based on the scale below:
   A = 4   B = 3   C = 2   D = 1   F = 0

3. Next to the ‘Grade Value’, write down the ‘Credit Hours’ for each course.

4. Then for each course, multiply the ‘Grade Value’ (0-4) by the ‘Credit Hours’.

5. This number is the ‘Grade Points’ earned for each course.

6. Add together the ‘Grade Points’ from each course, this is your ‘Total Grade Points’.

7. Add together the ‘Credit Hours’ for each course; this is your ‘Total Credit Hours’.

8. Divide your ‘Total Grade Points’ by your ‘Total Credit Hours’ to get your estimated RGPA.
As part of your application to the LVN-RN Transition track you must complete two entrance exams. The entrance exams for the LVN-RN Transition Track are the ATI RN Fundamentals 2016 and the ATI Critical Thinking. You will complete both exams at the TJC Testing Center in one testing appointment.

### ATI RN Fundamentals 2016 Requirements

Your exam score must meet the following requirements:

- You must score a minimum of 51.70% (Level One) or better
- You must have a minimum of 90 days between each attempt
- Scores expire one year from the date they are taken

### ATI Critical Thinking Requirements

Your exam score must meet the following requirements:

- There is no minimum score
- You must have a minimum of 90 days between each attempt
- Scores expire one year from the date they are taken

### Schedule your ATI Exam Appointment at TJC

Use the steps below to reserve your appointment with the TJC Testing Center and prepare for the exams:

1. Go to: [www.tjctesting.setmore.com](http://www.tjctesting.setmore.com)
2. Select: 'Associate Degree Nursing - ATI RN Fundamentals & Critical Thinking'
3. Select which campus and an appointment time
4. Input the required personal information
5. Click 'submit' to register and receive a confirmation email
6. Read the [Steps to Register & Prepare for the ATI RN Fundamentals 2016 & ATI Critical Thinking Exams](#) so you know what to bring with you to your appointment.

---

### TJC Main Testing Center

**Rogers Student Center, Room 279**
1400 East 5th Street
Tyler, Texas 75798
(903) 510 2051

### TJC West Testing Center

**Regional Training & Development Complex, Room 151**
1530 South Southwest Loop 323
Tyler, Texas 75701
(903) 510 2993
Valid entrance exam scores must be received in the ADN office by the deadline. If you do not meet this requirement by the deadline your application is incomplete and cannot be processed. Deadlines for the current admission period are listed in the application forms packet.

The ATI RN Fundamentals 2016 & ATI Critical Thinking exams can only be taken at the TJC Testing Center. Your exam scores are available to the ADN department electronically once you have completed each exam.

- You are not required to submit a printed/hard-copy version of your exam scores with your application. These will not be accepted. If you have more than one set of valid entrance scores the highest score will be used.

- The ATI RN Fundamentals 2016 & ATI Critical Thinking exams must be complete and the scores must be available by the deadline. Exams completed after the deadline are not valid.

It is your responsibility to make sure that your ATI RN Fundamentals & ATI Critical Thinking exam scores are complete and available to the ADN office by the deadline.
Previous/Current Enrollment in a Nursing OR Health Science Program

If you are currently or were previously enrolled in a nursing or health science program your prior/current enrollment could affect your eligibility to submit an application to the Associate Degree Nursing program.

If you have current/prior enrollment in a nursing or a health science program you must submit proof of program completion/graduation OR if you did not complete the program you must submit proof you are/were in good standing with the program.

To be in good standing means you do not have any academic, clinical and/or professional disciplinary actions whilst enrolled in any nursing or health science program.

Use the following tables (page 16 and page 17) to determine which track(s) you are eligible to apply to and what actions or documents you need to complete as part of your application.

If you have any questions or you need help to determine your eligibility to apply to an ADN Track, please contact us at (903) 510 2869 or you can email us at ADNAdmissions@tjc.edu.

If you withdrew from a nursing or health science course and you were failing the course at the time you withdrew, this is considered an unsuccessful attempt at the course.

### Prior/Current Enrollment in a Health Science Program

<table>
<thead>
<tr>
<th>Program Status</th>
<th>Track Eligibility</th>
<th>Required Actions/Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduated</td>
<td>Traditional RN*</td>
<td>Submit one of the following with your application:</td>
</tr>
<tr>
<td></td>
<td>LVN/Paramedic-RN Transition*</td>
<td>- Diploma OR certificate of completion</td>
</tr>
<tr>
<td></td>
<td>*Must meet all admission criteria.</td>
<td>- Official Transcript</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Document must include full name, program, and date of program completion/graduation.</td>
</tr>
<tr>
<td>Successfully completed all program courses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Program Status</th>
<th>Track Eligibility</th>
<th>Required Actions/Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Currently enrolled</td>
<td>Traditional RN*</td>
<td>Submit the following with your application:</td>
</tr>
<tr>
<td></td>
<td>LVN/Paramedic-RN Transition*</td>
<td>- A Verification of Good Standing Form*</td>
</tr>
<tr>
<td></td>
<td>*Must meet all admission criteria.</td>
<td>- Official Transcript</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*The Verification of Good Standing Form must be approved in order for application to be accepted.</td>
</tr>
<tr>
<td>Withdrew from courses</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unsuccessful in one or more course</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

A Health Science program includes but is not limited to; Dental Studies, Diagnostic Medical Sonography, Medical Lab Technology, Physical Therapist Assistant, Occupational Therapy Assistant, Ophthalmic Medical Assistant, Radiologic Technologist, Respiratory Therapist, Surgical Technologist.
PRIOR/CURRENT ENROLLMENT IN A TRADITIONAL NURSING PROGRAM
Vocational Nursing (LVN), Associate Degree Nursing (ADN), Bachelor Science in Nursing (BSN)

<table>
<thead>
<tr>
<th>Program Status</th>
<th>Track Eligibility</th>
<th>Required Actions/Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Graduated</td>
<td>ELIGIBLE to apply to:</td>
<td>Submit one of the following with your application:</td>
</tr>
<tr>
<td>• Successfully completed all program</td>
<td>Traditional RN*</td>
<td>• Diploma OR certificate of completion</td>
</tr>
<tr>
<td>courses</td>
<td>LVN/Paramedic-RN Transition*</td>
<td>• Official Transcript</td>
</tr>
<tr>
<td></td>
<td>*Must meet all admission criteria.</td>
<td>Document must include full name, program, and date of program completion/graduation.</td>
</tr>
<tr>
<td>• Currently enrolled and passing all</td>
<td>ELIGIBLE to apply to:</td>
<td>Submit the following with your application:</td>
</tr>
<tr>
<td>courses</td>
<td>Traditional RN*</td>
<td>• A Verification of Good Standing Form*</td>
</tr>
<tr>
<td></td>
<td>LVN/Paramedic-RN Transition*</td>
<td>• Official Transcript with Course Grades</td>
</tr>
<tr>
<td></td>
<td>*Must meet all admission criteria.</td>
<td>*The Verification of Good Standing Form must be approved in order for application to be accepted.</td>
</tr>
<tr>
<td>• Unsuccessful in one course</td>
<td>NOT ELIGIBLE to apply to:</td>
<td>Must successfully complete one of the following programs after the initial program failure:</td>
</tr>
<tr>
<td>(Must not be in the first semester of</td>
<td>Traditional RN</td>
<td>• Vocational Nursing (LVN)*</td>
</tr>
<tr>
<td>the program)</td>
<td></td>
<td>• Emergency Medical Services - Paramedic*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Eligible to apply to the Traditional or LVN/Paramedic-RN Transition Track upon successful completion. Must meet all admission criteria.</td>
</tr>
</tbody>
</table>

PRIOR/CURRENT ENROLLMENT IN A TRANSITIONAL NURSING PROGRAM
LVN-ADN Transition, LVN-BSN Transition, Paramedic-ADN Transition

<table>
<thead>
<tr>
<th>Program Status</th>
<th>Track Eligibility</th>
<th>Required Actions/Documentation</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Graduated</td>
<td>ELIGIBLE to apply to:</td>
<td>Submit one of the following with your application:</td>
</tr>
<tr>
<td>• Successfully completed all program</td>
<td>Traditional RN*</td>
<td>• Diploma OR certificate of completion</td>
</tr>
<tr>
<td>courses</td>
<td>LVN/Paramedic-RN Transition*</td>
<td>• Official Transcript</td>
</tr>
<tr>
<td></td>
<td>*Must meet all admission criteria.</td>
<td>Document must include full name, program, and date of program completion/graduation.</td>
</tr>
<tr>
<td>• Currently enrolled and passing all</td>
<td>ELIGIBLE to apply to:</td>
<td>Submit the following with your application:</td>
</tr>
<tr>
<td>courses</td>
<td>Traditional RN*</td>
<td>• A Verification of Good Standing Form*</td>
</tr>
<tr>
<td></td>
<td>LVN/Paramedic-RN Transition*</td>
<td>• Official Transcript with Course Grades</td>
</tr>
<tr>
<td></td>
<td>*Must meet all admission criteria.</td>
<td>*The Verification of Good Standing Form must be approved in order for application to be accepted.</td>
</tr>
<tr>
<td>• Unsuccessful in a first semester</td>
<td>ELIGIBLE to apply to:</td>
<td>Submit the following with your application to the TRADITIONAL RN track:</td>
</tr>
<tr>
<td>program course</td>
<td>Traditional RN*</td>
<td>• A Verification of Good Standing Form*</td>
</tr>
<tr>
<td>• Unsuccessful in two or more program</td>
<td></td>
<td>• Official Transcript with Course Grades</td>
</tr>
<tr>
<td>courses</td>
<td>*Must meet all admission criteria.</td>
<td>*The Verification of Good Standing Form must be approved in order for application to be accepted.</td>
</tr>
<tr>
<td></td>
<td>NOT ELIGIBLE to apply to:</td>
<td>You cannot apply to any transition track at TJC.</td>
</tr>
<tr>
<td></td>
<td>LVN/Paramedic-RN Transition</td>
<td></td>
</tr>
</tbody>
</table>
# Selective Admission Points

Selection into the LVN-RN Transition track is based on the points you earn throughout the application process. At the end of each stage, applicants are ranked by selection points from highest to lowest. If there is a tie, the ADN Admissions Committee will split the tie, first by ATI RN Fundamentals 2016 score, then by RGPA.

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>EXPLANATION</th>
<th>POSSIBLE POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STAGE ONE</strong></td>
<td>Stage One points are calculated after the application is submitted</td>
<td></td>
</tr>
<tr>
<td>ATI RN Fundamentals 2016 Exam</td>
<td>[ATI RN Fundamentals Score] ( \times 0.20 ) = [Your Points]</td>
<td>20 points</td>
</tr>
<tr>
<td>ATI Critical Thinking Exam</td>
<td>ATI Critical Thinking Score ( \times 0.10 ) = [Your Points]</td>
<td>10 points</td>
</tr>
<tr>
<td>District Status</td>
<td>In District = 1 point Service Area = 0.5 points</td>
<td>1 point</td>
</tr>
<tr>
<td>Anatomy &amp; Physiology: Course Grades</td>
<td>BIOL 2401: [Grade: A] = 5 points [Grade: B] = 3 points</td>
<td>10 points</td>
</tr>
<tr>
<td></td>
<td>BIOL 2402: [Grade: A] = 5 points [Grade: B] = 3 points</td>
<td></td>
</tr>
<tr>
<td></td>
<td>If BIOL 2402 is considered ‘in progress’ on the date you submit your application, points will not be awarded once the course is finished.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>If more than one attempt is made at BIOL 2401 and/or BIOL 2402, one selection point will be deducted for each additional attempt within the last five years. This includes a course ‘in progress’ or completed with a grade of A, B, C, D, F or W.</td>
<td></td>
</tr>
<tr>
<td>Anatomy &amp; Physiology: Honors Course</td>
<td>BIOL 2401 Honors Course = 2 Points</td>
<td>4 points</td>
</tr>
<tr>
<td></td>
<td>BIOL 2402 Honors Course = 2 Points</td>
<td></td>
</tr>
<tr>
<td></td>
<td>To receive points, the honors course must be the most recent attempt and completed with a grade of A, B or C.</td>
<td></td>
</tr>
<tr>
<td>Anatomy &amp; Physiology: Completed at TJC</td>
<td>BIOL 2401 completed at TJC = 1 point</td>
<td>2 points</td>
</tr>
<tr>
<td></td>
<td>BIOL 2402 completed at TJC = 1 point</td>
<td></td>
</tr>
<tr>
<td></td>
<td>To receive points, the most recent attempt at the course(s) must be completed at TJC with a grade of A, B, or C.</td>
<td></td>
</tr>
<tr>
<td>Completion of LVN program at TJC</td>
<td>Additional points are awarded for successful completion of the LVN program at TJC. Vocational Nursing program must be complete on the date the application is submitted in order to receive points.</td>
<td>2 points</td>
</tr>
<tr>
<td><strong>STAGE TWO</strong></td>
<td>Top applicants from Stage One are identified and scheduled for an interview</td>
<td></td>
</tr>
<tr>
<td>Interview Appointment</td>
<td>Multiple Mini Interviews (MMI) will be conducted. Components include short interviews as well as communication and writing evaluations.</td>
<td>20 points</td>
</tr>
</tbody>
</table>

The Associate Degree Nursing program at Tyler Junior College gives equal consideration to all applicants for admission to the Associate Degree Nursing program without regard to race, color, religion, national origin, gender, gender identity, gender expression, sexual orientation, age, marital status, disability, veteran status or limited English proficiency (LEP).
> Download the Application Forms

The application forms packet for each admission period will be available to download from the TJC website 7-10 days after the close of the previous admission period.

When you have completed the admission requirements you need to download the application forms for the LVN-RN Transition track. Read the application instructions carefully. You must fill out your application forms as directed and make sure you include any additional documents.

Application forms are specific to each admission period. If you have applied to the ADN program before you need to download and complete the most recent application forms.

It is your responsibility to make sure that your application is filled out correctly, includes any required documents, and that it meets all of the admission requirements.

> Submit your Application

Applications must be submitted during the advertised admission period. Applications must be submitted by 12 p.m. on the last day of the admission period. Late applications will not be accepted. Deadlines for the current admission period are listed in the application forms packet.

The Associate Degree Nursing department only accepts applications during an advertised admission period. The application must be submitted either in person or through the online submission form. We do not accept application sent through mail, e-mail, or fax.

If you want to apply to more than one ADN track and/or more than one cohort within an ADN Track, you must submit a separate application for each track/cohort.

Access the Admission Timeline to view deadlines and important dates for the current admission period.

Submit Application In Person
Rogers Nursing & Health Sciences Center
Associate Degree Nursing Office
Zero Floor #0.020

1200 East 5th Street
Tyler, TX 75798

Office Hours: 8 a.m. to 5:00 p.m.

Applications must be submitted by 12 p.m. on the last day of the admission period.

Submit Application Online
If you submit your application to the online submission form it must must comply with the following:

- Must be in PDF format
- Must have all documents sent in one submission

An automatic confirmation email will be sent once the submission is complete.
Notice of Conditional Acceptance Requirements

If you are offered conditional acceptance into the Associate Degree Nursing program, this means your accepted to begin the program on the condition that you complete additional post-admission requirements.

To be granted full admission status conditionally accepted students must meet the following requirements:

Health Requirements

- Negative TB Test
- Seasonal Flu Vaccination
- Compliance with Essential Competencies
- Physical Exam & Student Health History

Read more about Conditional Acceptance Requirements

Background Check & Drug Test

Students offered conditional acceptance into the Associate Degree Nursing program must complete the Texas Board of Nursing background check and take a drug test in the provided time frame. Read more about the drug test and background check process.

If the conditional acceptance requirements are not met in the time frame provided the offer of conditional acceptance will be withdrawn. A complete new application must be submitted to be considered for selection in the next available admission period.

NOTICE: Conditional acceptance requirements do not need to be submitted as part of your application.