

PENSACOLA STATE
COLLEGE
Nursing Department
484-2254

August 10, 2011

Dear Prospective Transfer Student:

Thank you for your interest in Pensacola State College's Associate Degree Nursing (ADN) Program. In order to be considered for transfer to the ADN program, there are several items that must be completed and returned to the Nursing office.

The following items are attachments and are required to be completed before transfer will be considered:

- Transfer Application Checklist
- Pensacola State College application; \$30.00 application fee; official transcripts must be on file
- Transfer Application – completed and signed, along with required documents

After **all** components have been completed, please deliver your signed checklist and packet to the Nursing office located on the **Warrington Campus, 5555 Highway 98 West, Pensacola FL 32507**. Once your **completed** packet has been received and reviewed, you will be contacted by a representative of the Department of Nursing regarding the status of your Transfer Application. If any item is missing, your application for transfer will not be considered.

In addition to the items in the transfer package:

- You must complete 18 credits at Pensacola State College to be eligible to graduate. These credits include nursing courses and general education courses.
- Students must successfully complete the NSP 2050L Special Topics in Nursing course to transition into the program.
- Acceptance as a transfer student will be based upon successful completion of all items, and the space limitations of the program.

Thank you for choosing Pensacola State College to meet your educational goals. Best wishes in your quest.

Respectfully,

Pensacola State College
Department of Nursing
5555 West Hwy 98
Pensacola, Florida 32507
850-484-2254

Pensacola State College is a member of the Florida College System

Pensacola Campus • 1000 College Boulevard • Pensacola, Florida 32504-8998 • 850-484-1000
Milton Campus • 5988 Highway 90 • Milton, Florida 32583-1798 • 850-484-4400
Warrington Campus • 5555 W. Highway 98 • Pensacola, Florida 32507-1097 • 850-484-2200
Downtown Center • 418 West Garden Street • Pensacola, Florida 32502-4731 • 850-484-1374

PENSACOLA STATE COLLEGE

Transfer Student Application Checklist

ALL ITEMS LISTED BELOW MUST BE COMPLETED IN ORDER TO BE CONSIDERED FOR TRANSFER INTO THE NURSING PROGRAM.

- 1. Submit application to the College. Application cost is \$30. **Application included.** You may also apply on-line at pensacolastate.edu.
- 2. Have your high school and college transcripts sent to Pensacola State. This will generate your Pirate e-mail account which will be used extensively during the admissions process. Become familiar with it now.
- 3. Successfully complete the Florida's Postsecondary Education Readiness Test (P.E.R.T.) Call the Pensacola Campus Testing Center, 484-1987, for scheduling assistance. **The Testing Center's web page for nursing applicants can be found at:**
<http://www.pensacolastate.edu/students/services/testingCenter.asp>
- 4. Complete the Application for Health-Related Programs and submit it to the Admissions Office at any Pensacola State College Campus. Health-Related applications will be forwarded to the Health Program Admissions Office on the Warrington Campus. You may also fax this application to the Health Admission Office at 484-2375; **application Included.**
- 5. Complete Transfer Student Application; **application included.** This will be turned in with your check list to the Nursing Office.
- 6. Complete or provide completion records for the following General Education courses with a minimum "C" or higher in each course and a cumulative 2.75 grade point average (GPA) in these seven (7) courses:
Anatomy and Physiology I (BSC 1093) Anatomy and Physiology II (BSC 1094)
Anatomy and Physiology I Lab (BSC 1093L) Anatomy and Physiology II Lab (BSC 1094L)
English Composition I (ENC 1101) Human Growth and Development (DEP 2004)
Elementary Statistics (STA 2023) or College Algebra (MAC 1105)

Please complete and sign Course Substitution Form(s) for any courses that you want to substitute for the required General Education courses listed above. **Course Substitution form included. Course substitution forms will be reviewed and signed by appropriate officials after transfer requirements are completed.**
- 7. Pass the HESI A-2 Entrance Exam. The fee for the HESI exam is \$70. Call the Pensacola Campus Testing Center, 484-1987, for scheduling assistance. **The Testing Center's web page for nursing applicants can be found at:** <http://www.pensacolastate.edu/students/services/testingCenter.asp>
- 8. Provide course descriptions and course syllabi for nursing courses to be transferred. Complete and Sign Course Substitution form(s) for courses to be transferred. **Course Substitution form included. Course substitution forms will be reviewed and signed by appropriate officials after transfer requirements are completed.**
- 9. Provide a letter of eligibility to return to previous nursing program and transferring college in good standing.
- 10. Provide two letters of recommendation, one from a faculty member and one from the Program Chair/Director of Nursing, mailed directly to the Department of Nursing.

I certify that I meet the Transfer Requirements and have completed or provided all the items on the Transfer Student Checklist above for consideration for transfer into the Nursing Program at Pensacola State College

STUDENT NAME

STUDENT NUMBER

DATE

PENSACOLA STATE COLLEGE

REQUEST FORM FOR HIGH SCHOOL OR COLLEGE TRANSCRIPTS

The applicant is responsible for mailing this form to the appropriate high school, university(s) or college(s). Transcripts submitted by the student will not be accepted. Academic records must be mailed directly to the address on this form. This form may be copied for multiple uses.

TO THE REGISTRAR/Records Clerk:

COMPLETE NAME OF HIGH SCHOOL, UNIVERSITY OR COLLEGE

CITY

STATE

ZIP CODE

Name of Student at Time of Enrollment: _____

Date of Birth: _____

PLEASE SEND:

_____ High School Record (showing graduation date or date of withdrawal)

_____ College Transcripts

_____ Letter of Academic Standing (for summer transient students)

PLEASE MAIL RECORDS TO:

**ADMISSIONS/REGISTRATION OFFICE
PENSACOLA STATE COLLEGE
1000 COLLEGE BLVD
PENSACOLA, FL 32504-8998**

DATE: _____

STUDENT'S SIGNATURE _____

If a charge is incurred for this service, please bill the student.

Last Name

First

Middle

SSN

Number and Street Address

Last Term Attended

City

State

Zip Code

Date of Graduation
If Applicable

PENSACOLA STATE COLLEGE

Application for Transfer
ADN Program

_____ Date

Name (Last) (First) (Middle initial) Email address

Street Address City State Zip code Phone number

Colleges attended and dates: _____

Nursing program(s) attended and dates: _____

Reason for leaving previous nursing program/transferring to Pensacola State's ADN Program?

Do you meet the following transfer requirements? Answer yes or no to each requirement.

- | | |
|------------------------|---|
| ____/____
Yes No | Submitted application to Pensacola State College? |
| ____/____
Yes No | Submitted official transcripts to Pensacola State College? |
| ____/____
Yes No | Have a 2.5 overall GPA? |
| ____/____
Yes No | Submitted this application for Transfer to the Nursing Department? |
| ____/____
Yes No | Eligible to return to previous nursing program and transferring college in good standing? |
| ____/____
Yes No | Have no more than one grade of "D" or "F" in any nursing course? |
| ____/____
Yes No | Have completed a nursing program with a clinical component within the last 12 months? |
| ____/____
Yes No | Have failed a clinical course due unsafe clinical practice? |
| ____/____
Yes No | Submitted course syllabi for nursing courses to be considered for transfer? |
| ____/____
Yes No | Submitted two letters of recommendations, one from a faculty member and one from the Department Head for nursing? |

Printed name Signature Date