

ASSOCIATE DEGREE NURSING PROGRAM
(LPN TO RN COMPLETION)



Application is online, Deadline is Jan. 15 @ 4 pm



GARDEN CITY COMMUNITY COLLEGE
801 Campus Drive
Garden City, KS 67846
620-276-7611 Main Campus
620-276-9560 Nursing Department
www.gcccks.edu

Dear Prospective RN Student:

Thank you for your interest in continuing your nursing education at Garden City Community College. The Associate Degree Nursing Program at GCCC has educated nurses since 1972. Our graduates are successful professionals in a variety of clinical settings and are well respected for their clinical expertise.

The Nursing Program at Garden City Community College is accredited by the Accreditation Commission for Education in Nursing and approved by the Kansas State Board of Nursing. After articulation and successful completion of the Associate Degree Nursing (ADN) program, you will be awarded an Associate of Applied Science Degree and will be eligible to take the examination for licensure as a Registered Nurse.

Please find in this booklet the materials and information necessary for applying to the nursing program. This includes information regarding advanced standing as a licensed practical nurse, as well as a checklist to assist you in the completion of the application process. To simplify the application process, we have included a checklist within this booklet.

After you have completed the items on the admission checklist, please call the Department of Nursing Education at 620-276-9566 for an appointment to discuss your plan of study and to answer any questions you may have.

The world of registered nurses is exciting and challenging, and the opportunities for practice have never been greater. We look forward to meeting you and visiting about your education and the nursing program.

Sincerely,

Shellie Emahizer EdD, MSN, RN
Director of Nursing Education

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GENERAL INFORMATION

Garden City Community College nursing program embraces a career ladder approach to nursing. Students that successfully complete semesters three and four are eligible to take the examination for National Licensure as a Registered Nurse.

The program is fully accredited by the Accreditation Commission for Education in Nursing (ACEN) and approved by the Kansas State Board of Nursing. The ACEN can be contacted for information about the program at ACEN, 3390 Peachtree Road NE, Suite 1400, Atlanta, Georgia, 30326, 404-975-5000.

Garden City Community College is officially accredited by the Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools, 30 North LaSalle, Suite 2400, Chicago, IL 60602, and the Kansas State Board of Regents.

EQUAL OPPORTUNITY

Garden City Community College does not discriminate against applicants, employees or students on the basis of race, religion, color, national origin, sex, age, height, weight, marital status, sexual orientation, or other non-merit reasons, or handicap, nor will sexual harassment be tolerated, in its employment practices and/or educational programs or activities. Those concerned about the above should contact Cricket Turley, Garden City Community College, 801 Campus Drive, Garden City, KS 67846, 620-276-9574.

ADA/EQUAL ACCESS

In compliance with the Americans with Disabilities Act (ADA), all qualified students enrolled in this course are entitled to "reasonable accommodations". Please notify the instructor during the first week of class of any accommodations needed for the course.

Garden City Community College is complying with the Americans with Disabilities Act and is committed to equal and reasonable access to facilities and programs for all employees, students and visitors. Those with ADA concerns, or who need special accommodations, should contact Sue Pollart, Accommodations Coordinator, Garden City Community College, 801 Campus Drive, Garden City, KS 67846, 620-276-9638.

LEGAL QUALIFICATIONS FOR APPLYING FOR LICENSURE

Kansas State Law, as documented by the Kansas Nurse Practice Act, states:

1. Qualifications of applicants. An applicant for a license to practice as a registered professional nurse shall:
 - have graduated from an approved school of professional nursing in the United States or its territories or from a school of professional nursing in a foreign country which is approved by the board as defined in rules and regulations;
 - Instructions for Foreign Nurses:
<http://www.ksbn.org/forms/Instructions%20for%20Foreign%20Nurses.pdf>

- have obtained other qualifications not in conflict with this act as the board may prescribe by rule and regulation; and
 - file with the board a written application for a license.
2. The board may deny, revoke, limit or suspend any license or authorization to practice nursing as a registered professional nurse or as a licensed practical nurse if the applicant, licensee or holder of a temporary permit or authorization is found after hearing:
- to have been guilty of a felony or to have been guilty of a misdemeanor involving an illegal drug offense unless the applicant or licensee establishes sufficient rehabilitation to warrant the public trust, except that notwithstanding K.S.A. 74-120, and amendments thereto, no license or authorization to practice nursing as a licensed professional nurse, as a licensed practical nurse, as an advanced practice registered nurse or registered nurse anesthetist shall be granted to a person with a felony conviction for a crime against persons as specified in article 34 of chapter 21 of the Kansas Statutes Annotated, prior to their repeal, or article 54 chapter 21 of the Kansas Statutes Annotated, prior to their repeal, or article 54 of chapter 21 of the Kansas Statutes annotated, or K.S.A. 2012 Supp. 21-6104, 21-6325, 21-6326 or 21-6418, and amendments thereto;

From: Kansas Nurse Practice Act Statutes & Administrative Regulations. Topeka, KS. Kansas State Board of Nursing, May 2013. Sections 65-1115 and 65-1120.

STUDENT BACKGROUND CHECK POLICY

On January 1, 2004, the Joint Commission on Accreditation of Healthcare organizations (JCAHO) instituted new regulations that must be followed in order for hospitals, home health agencies, clinics, etc., to gain or maintain accreditation status. One of these new regulations requires all persons who are involved in patient care activities, i.e., employees, volunteers and students must have criminal background checks as well as other healthcare related checks.

The background check policy is to apply to all students accepted into Garden City Community College (GCCC) Nursing Program that involves assignment to a clinical health care facility. Full admission is contingent upon a favorable background check.

GARDEN CITY COMMUNITY COLLEGE DEPARTMENT OF NURSING EDUCATION DOES HAVE A DRUG/ALCOHOL TESTING POLICY THAT MUST BE FOLLOWED BY ALL STUDENTS ENROLLED IN THE NURSING PROGRAM.

APPLICATION PROCESS

Guidelines for LPN's PRIOR TO ACCEPTANCE into the ADN program

APPLICANT'S FILE MUST BE COMPLETE by January 15th. Late applications may be accepted at the discretion of the Director of Nursing Education. Address all application materials to:

Garden City Community College
Department of Nursing Education
801 Campus Drive
Garden City, KS 67846

1. **Complete an Application for Admission to Garden City Community College**
<http://www.gcccks.edu/pdf/application.pdf>
2. **Complete an application to the Department of Nursing Education (attached)**
3. **Complete placement testing.**
 - a. **TEAS Exam 58.7 or higher.**
 - b. GCCC PN graduates applying to the ADN Program within 10 years of PN graduation are not required to retake the TEAS examination.
 - c. **Basic English, Reading Improvement and/or College Reading, College Math and/or Intermediate Algebra, English as a second Language classes may be required** if placement scores indicate weakness in any subject. These classes then must be completed with a minimum grade of "C" or better.
 - d. **English as a second language:** If English is the student's second language, a Michigan English Placement Test is recommended. The student will be advised to take English as a Second Language Classes, Basic English, Reading Improvement and/or College Reading based on the placement score. (K.A.R. 60-3-107)
4. **Current Unencumbered Kansas licensure or multi-state license allowed to practice in Kansas as a Practical Nurse.**

5. **Complete a Plan of Study with the Nursing Advisor at which time the following will be reviewed:**
- a. **High School Diploma and transcript / GED completion:** A high school transcript or GED completion is required for college entrance. The classes will be reviewed and help direct your plan of study.
 - b. **College transcript:** If you have completed any college courses at another college or university, an **official transcript** must be sent to the registrar's office at Garden City Community College (transcript request forms are at the end of this application booklet). When you meet with the program director to develop your plan of study an unofficial transcript or a copy is sufficient for counseling purposes. An unofficial transcript can be acquired through the registrar's office.
 - c. **Completion of the following with a minimum grade of a "C" prior to admission:**
 - 1. Chemistry 5 hours (one year high school course acceptable)
 - 2. Anatomy & Physiology I & II (BIOL 211 & 212) 8 hours;
 - 3. Interpersonal Communication (SPCH 113) 3 hours
 - 4. Developmental Psychology (EDUC 110) 3 hours
 - 5. General Psychology (PSYC 101) 3 hours
 - 6. Microbiology (BIOL 213) 5 hours
 - 7. English I (ENGL 101) 3 hours
 - 8. All Practical Nursing Courses
 - d. **Grade Point Average:** A cumulative Grade Point Average (GPA) of 2.5 is required.

RANKING FOR FINAL SELECTION

Students will be ranked based on the following:

- TEAS composite score
- Cumulative GPA
- Grades earned in required science courses
- Student must have completed the math requirement as well as all other prerequisite courses with a minimum grade of "C" or above. Students with courses in progress during selection must have a midterm grade of "C" or above.
- Applicant not meeting deadlines cannot be guaranteed consideration for admission.
- In the event that one or more applicants are tied for the last opening, all materials of the applicant will be reviewed to determine to most qualified applicant.

ACCEPTANCE OF APPLICANTS

Admission with into the nursing program is dependent upon faculty availability, availability of clinical experiences, the quality and number of applicants, and requirements set by Kansas State Board of Nursing.

Applicants will be notified in writing of their acceptance or non-acceptance. Scholarship, health history forms and the background check procedure form will be given to accepted applicants at this time. Applicants must respond in writing of their plan to accept or decline enrollment in the nursing program by the date designated in the notification letter.

Failure to respond will result in forfeiture of the position in the Associate Degree Nursing Program.

REAPPLICATION

1. Applicants who are not selected for admission must reapply for the next class by the **January 15th deadline.**
2. Files of applicants who do not reapply will be deleted.

ENTRANCE REQUIREMENTS

After notification of admission, the applicant must provide proof of the following prior to the first day of class:

1. Submission of completed, **favorable background check.**
2. Current **American Heart Association CPR** certification for Health Care Providers.
3. Current Kansas Licensure for Practical Nursing (LPN) or Multi-state license.
4. Each student must have a physical examination by a physician, nurse practitioner, or a physician assistant and a completed health screening/health history form supplied by Garden City Community College Department of Nursing Education.
5. Health records from colleges and/or students will be required to include the following for each student:
 - a. **Immunizations required:**
 1. MMR – Proof of Rubella immunity or immunization record.
 2. Tetanus – a dose within the last ten (10) years. A one-time dose of Tetanus, Diphtheria, and Pertussis (Tdap) is recommended for health care providers.
 3. Chicken Pox – knowledge of having the disease. If unsure; a Varicella Titer with proof of immunity or appropriate vaccination is needed.
 4. Hepatitis B – The Hepatitis B Vaccination Series is not required but strongly encouraged.
 5. Influenza vaccine annually in season or have signed a waiver.
 - b. **Testing Required:**
 1. TB – Prior to beginning clinical rotation the student must submit proof of having had one step TB Testing using the PPD Mantoux method. Yearly TB Testing is required thereafter. The readings must be documented in terms of "mm", not just the word negative.
 2. Positive TB Skin Test – Any student with a positive TB Skin Test will be required to submit a baseline chest X-Ray and proof of prophylactic treatment prior to any patient contact or clinical rotation. After baseline requirements are met, the student will be required to answer St. Catherine Hospital's Annual TB Questionnaire. Annual TB Questionnaire will be placed in the students Health/Medical File.

Failure to comply with the above entrance requirements may result in forfeiture of position in the nursing class.

GCCC NURSING EDUCATION

2026-2027 APPROXIMATE EXPENSES For The LPN-RN Program

Resident Type	Tuition	Credit Hour Fees	Total (Per Credit Hour)
Finney County	\$ 62.00	\$ 72.00	\$134.00
Kansas	\$ 66.00	\$ 72.00	\$138.00

Cost of 1st Semester 10 Credit Hours (134 X 10= \$1,340.00)

Cost of 2nd Semester 11 Credit Hours (134 X 15= \$ 1,474.00)

Background Check: Validity (Link sent with packet)

- First time students: \$ 41.50
- Returning students \$ 34.50

Books: (Costs are approximate)

- New books (Package Deal): \$ 186.42

Uniforms: (Costs are approximate and only if student does not have GCCC scrubs)

- 2 sets of grey scrubs with Power G on sleeve; Optional grey scrub jacket
- Purchased from Bronc Buster Bookstore
- Cost of uniforms \$124.00

Nursing Fees:

- ATI, Liability Insurance, Lab Kits/Fees are built into student fees

Licensing Fees:

- KSBN & NCSBN Fees (subject to change) refer to KSBN and NCSBN websites
- KSBN:
 - o ADN ~ \$100 Single State; \$ 125 Multi State
 - o Fingerprint and background check \$ 57.00
 - o NCSBN NCLEX \$200

**ADN Graduate
Option**

Total

RN Single-State $\$100 + \$200 + \$57 = \357

RN Multi-State $\$125 + \$200 + \$57 = \382

Transportation

- Transportation to and from campus, clinical sites, simulation experiences, and other required nursing activities is the responsibility of the student.
- Clinical experiences may occur outside of Garden City and may require travel.

Clinical Pocket Supplies

Students should plan for the purchase of the following items:

- Stethoscope
- Bandage scissors
- Penlight
- Black ink pens
- Permanent marker (Sharpie)
- Small pocket notebook
- Watch with a second hand or digital seconds display
- Clinical badge holder/reel (optional)

Estimated Cost: \$50–\$150 (depending on brand and quality)

Estimated LPN-RN Program Cost:

Item	Estimated Cost
Tuition & Fees	\$2,814
Background Check	\$41.50
Books	\$186.42
Uniforms	* 124.00
Subtotal Before Licensure	\$ 3,165.92
Licensure & NCLEX (Estimated)	\$357.00-382.00
Estimated Total Program Cost	\$ 3,522.92-3, 547.92

****Uniforms-** this is the cost of uniforms if you are not a returning PN or you do not have the GCCC grey uniforms.

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CHECKLIST FOR APPLICATION **LPN TO RN COMPLETION PROGRAM**

The following must be completed before the program director will review your application and by the January 15th deadline to be considered for the next class:

1. Complete application to Garden City Community College
2. Complete online nursing application to Nursing Program
3. Official high school transcript or GED test scores sent to GCCC Registrar's Office
4. Official college transcripts from all schools sent to GCCC Registrar's Office
5. Completion of all prerequisite courses with a minimum grade of "C" or better.
6. Cumulative GPA of 2.5
7. TEAS Exam with comprehensive score of 58.7
8. Plan of study developed by Advising Department.
9. Current unencumbered Multi-state or Kansas PN License
10. International students: all required documentation on file with the Admissions Office