

**2.1.6 Admissions & Progression – Nursing Program**

Health, Human and Family Practices

**GENERAL****A.1 Nursing Program Course Reference:**

A.1.1 *Nursing Core Courses:* Nursing 101, 102, 110, 111, 113, 115, 120, 121, 125, 136, 210, 213, 215, 220, 221, 225, 236, 310, 313, 315; \*Biology 181, 182, 218, 228; English 100; (see College of the Rockies Program Guide),

A.1.2 *Nursing Program Support Courses:* All other courses in the published curriculum of the Nursing Program, Semesters 1 – 5. (See College of the Rockies Program Guide).

**A.2 Requirements:**

A.2.1 The following nursing core courses must normally be taken concurrently, for credit, in the semester in which they would normally occur:

<b>First Year</b>	<b>Fall Term (Semester 1)</b>	<b>Nursing 101, 110, 111, 113, 115 English 100, BIOL 181</b>
	<b>Winter Term (Semester 2)</b>	<b>Nursing 102, 120, 121, 125 BIOL 182</b>
	<b>Spring Term</b>	<b>Nursing 136</b>
<b>Second Year</b>	<b>Fall Term (Semester 3)</b>	<b>Nursing 210, 213, 215; BIOL 218, Nursing 220, 221, 225; BIOL 228 Nursing 236</b>
	<b>Winter Term (Semester 4)</b>	
	<b>Spring Term</b>	
<b>Third Year</b>	<b>Fall Term (Semester 5)</b>	<b>Nursing 310, 313, 315</b>

\* BIOL 218 and BIOL 228 must be taken concurrently with Year 2 nursing courses.

Individuals who have completed the specified prerequisites may take ENGL 100, BIOL 181 and BIOL 182 before beginning the Nursing courses.

A.3 Students in the Nursing Program are subject to the overall policies affecting all students at College of the Rockies, with the following additions. College policies may be viewed on-line at the College website.

## ADMISSIONS

A Copy of these Admissions Regulations shall be given to all applicants for entry into the Nursing Program.

### **B.1**            Eligibility

B.1.1            The College of the Rockies' Admissions Coordinator shall determine an applicant's eligibility for admission.

B.1.2            The Nursing Program Dean, in consultation with the Registrar, shall determine eligibility for re-admission of all students to the Nursing Program.

B.1.3            The College of the Rockies shall choose qualified applicants on a first-come, first-served, basis.

### **B.2**            Admission Requirements - Academic

B.2.1.            Applicants shall meet the following Academic Requirements:

- a. BC secondary school graduation or equivalent
- b. a C+ or higher in BIOL 090 or Biology 12 within the past 5 years
- c. a C+ or higher in CHEM 080 or Chemistry 11
- d. a C+ or higher in MATH 080, 082 or 090 or Math 11
- e. a C+ or higher in ENGL 090 or ENGL 091 or English 12 or EFP 12 or assessment

B.2.3            Mature Student Applicants shall meet the following Academic requirements:

- a.            A mature student shall be at least 19 years of age and shall have been out of the school system for at least one year on or before the first day of classes of the program.
- b.            Mature students who lack high school graduation will normally be expected to complete the courses stipulated in B.2.1 above, plus at least one University Transfer level course (English 100 is recommended). A grade of C+ or better in these upgrading and UT courses will be necessary to meet "Qualified" admission criteria.
- c.            In exceptional circumstances, mature students with reasonable potential for success on the basis of related work experience or other criteria will be judged as being "Qualified", notwithstanding some deficiency in prior formal education.
- d.            Mature students should apply at least one year in advance of the anticipated start date as academic upgrading may be necessary.

B.2.4            Word processing, computer and library skills are mandatory. Course assignments must be word processed.

B.2.5            Applicants may apply for recognition of Prior Learning and Advanced Credit: See B.6 and B.7.

B.2.6            Assessment Requirements

- B.2.6.1 Students for whom English is a second language may be required to undergo the English Language Assessment Test.
- a. An overall mark of 160 on the COTR English Assessment Test is required to enter the program.
  - b. It is the applicant's responsibility to arrange this assessment through the English Language Training program at COTR.
- B.2.6.2 Applicants with degrees within the past five years shall be assessed individually to determine equivalency with academic criteria

### **B.3 Admission Requirements - Non-Academic**

- B.3.1 Applicants shall meet the following non-academic requirements:
- a. Completion of immunizations and the immunization form is required before final acceptance into the program.
  - b. Satisfactory health is required by all applicants.
  - c. CPR (Level C) is required prior to entry and must be kept valid during the entire program through recertification every two years (the cost of which is the responsibility of the student).
  - d. Criminal record check. Note: Conviction of a criminal offence may influence an applicant's access to employment opportunities following graduation
- B.3.2 Criminal Records
- B.3.2.1 Applicants shall submit an official police criminal record search as part of the application process.
- a. The criminal record search will be available, on request, to any health care facility or agency placing students in the Nursing Program. Some kinds of criminal records may be unacceptable to clinical placement agencies and facilities.
  - b. The College will not seek alternative clinical placements for any student denied a placement because of a criminal record deemed unacceptable to the facility or agency.
  - c. Students who are denied a clinical placement under this policy will be required to withdraw from the Nursing Program.
- B.3.2.2 Nurses in BC are regulated by the College of Registered Nurses of B.C. (CRNBC) under the Health Professions Act (HPA) and its "Nurses (Registered) and Nurse Practitioners Regulation." In order to meet requirements for Registration as a Nurse in B.C. following graduation from the Nursing Program, applicants will be subject to the following:
- a. Applicants for registration must be of "good character".
  - b. The College of Registered Nurses of B.C. (CRNBC) has established the following standards regarding "good character":
    - 1) There is no evidence of a criminal conviction for any offence.
    - 2) There is no evidence of immoral or dishonest behavior.

- c. Any such evidence may prevent or delay registration.
- d. Applicants affected by this policy should confer with the Dean of Instruction, as early in the application process as possible, for advice regarding an appropriate course of action.

**B.3.3**      Immunization

B.3.3.1      Students entering the Nursing Program must meet the requirements for immunization established for health care workers by the B.C. Ministry of Health prior to entering clinical practice settings.

**B.4**      Selection

B.4.1      Admission to the Nursing Program is limited to a specific number of students and not all qualified applicants may be accommodated. Applications are received during the 12-month period preceding the entry date. Early application is recommended.

B.4.2      Applications for the Nursing Program will be separated, as objectively as possible, into two levels, namely *Qualified* and *Not Qualified*:

- a. *Qualified*: The applicant meets all of the requirements stated in B.1 above or s/he is currently attending high school.
- b. *Not Qualified*: The applicant is deficient in meeting some or all of the admission requirements stated in B.1 above.

B.4.3      Applicants who have not met the Non-Academic Admission criteria (B.3.1) but who are in the process of doing so may be accepted into the Nursing Program on a conditional basis. The College will send a letter to the applicant specifying those conditions of admission.

B.4.4      Once the class intake has been filled, applicants who meet admission requirements but have not been accepted for admission will be placed on a "waiting list". Individuals on the "waiting list" will be admitted if vacancies occur. Waiting lists are carried over from year to year. Applicants do not need to re-apply.

**B.5**      Application Procedures

B.5.1      The following documentation must be received by the College of the Rockies Admissions Office before an application will be considered complete:

- a. Completed Application Form;
- b. Official\* Transcripts of high school grades (an interim statement of grades is acceptable if applicant is still attending school)
- c. Official\* Transcripts of all other post-secondary education grades
- d. Completed requisite skills and abilities declaration.
- e. Two completed personal reference forms (examples may include current or previous teacher, counselor, employer, etc.) Personal references should be submitted directly by the referee to the Admissions Office. (Photocopies are not acceptable.)
- f. One completed reference from an employer or a reference from a volunteer experience in a health or social service agency
- g. Applicant information questionnaire
- h. Current CPR certificate (Level C)

i. Criminal Record Search form

\* **Photocopies of transcripts are not acceptable unless notarized or submitted directly from the school.**

B.5.2 Initial applications must be submitted to the Registrar by March 1 prior to the commencement of the Program.

B.5.3 Interviews may be arranged by the College when the applicant's file is complete. The purposes of the interview will be to provide the applicant with information about the Program, to respond to the applicant's questions, and to assist the Nursing Department in their application review process. Interview results are not used as criteria for admission.

B.5.4 All costs related to the application process will be borne by the applicant.

## **B.6 Advanced Credit**

B.6.1 A student who has successfully completed any of the following college/university courses (or equivalent) may be given advance credit:

a. English 100 and up to three University Transfer electives in which a minimum grade of "C" or better was achieved. Each course must be transferable to the University of Victoria for 1.5 units.

b. BIOL 181, 182, provided they were completed within the last three years with a minimum grade of "C" or better.

B.6.2 To transfer credit from another institution, application must be made to and approval obtained from the Registrar.

B.6.3 Application for advanced credit is to be made prior to entry into the Nursing Program.

B.6.4 The Registrar will determine course equivalency in accordance with college policy. Course equivalency will be based upon assessment by the appropriate faculty.

B.6.5 Students who apply for advanced standing from another Nursing Program will be considered on an individual basis.

## **B.7 Prior Learning Assessment (PLA)**

B.7.1 A student who wishes to prove mastery of all the course content without taking that course must submit an application for a Prior Learning Assessment to the Registrar.

B.7.2 The PLA Coordinator, in consultation with the assigned instructor, will determine whether PLA credit is assigned.

## **B.8 Re-entry**

B.8.1 Readmission to the Nursing Program may be permitted only when spaces become available due to attrition.

B.8.2 Students in good standing who must interrupt their Program may apply for readmission within one year of departure.

- B.8.3 Students who fail to complete a semester successfully may apply to re-enter and repeat the incomplete semester when it is next offered. (Normally, there is a waiting period of 12 months between offerings of the same course or semester.)
- B.8.4 Students must apply for readmission at least six months in advance of the semester start date, as it may be necessary to repeat part of the work from the previous semester in order to upgrade skills and/or knowledge which have been lost in the intervening period. Students re-entering the BSN program must repeat the Health and Healing course prior to/or concurrent with the semester's Nursing Practice course.
- B.8.5 Priority for readmission will be given as follows:
- a. Students in good standing who interrupted their program for illness or other personal reasons.
  - b. Students who failed to meet program requirements for promotion.
  - c. Students transferring from another program within B.C.
- B.8.6 If a student should qualify for readmission but be unable to gain entry because of limited space, the time limit specified in B.8.2 shall be waived.
- B.8.7 Normally, returning in one year or less will permit the student to maintain full credit for all courses previously completed successfully.
- B.8.7.1 After more than one year's absence, students may be required to update or repeat courses previously completed.
- B.8.7.2 A grade of at least "C" or "Credit Granted", in each repeated course, is required to qualify for re-entry.
- B.8.8 Returning students may be required to complete successfully a "Directed Studies" course in Nursing prior to commencing the incomplete semester. The content and evaluation criteria for "Directed Studies" will be determined by the faculty members according to each individual student's needs.
- B.8.9 Students must complete the entire Program within 84 calendar months (7 years) of **initial** entry. Reentry applicants who cannot meet this deadline will not be readmitted.
- B.8.10 Students who have been required to withdraw from the Program under B.3.2.1(c) of the Nursing Program Promotion Policies will not be permitted to re-enter.
- B.8.11 Exceptional cases will be considered individually at the discretion of the Nursing Program.

## **C PROGRESSION**

A copy of these Progression Requirements shall be given to all students upon entry into the Nursing Program.

### **C.1 Evaluation**

#### **C.1.1 Grading**

- a. Grading will be based on the categories defined in the College Program Guide
- b. The following Nursing courses will be graded COM/NCG: Nursing 115, 125, 136, 215, 225, 236.

#### **C.1.2 Frequency of Evaluation**

- a. Evaluative events will occur as specified in course outlines and will normally not be fewer than two events per course.
- b. In courses involving nursing practice (Nursing 115, 125, 136, 215, 225, 236, 315) evaluation occurs on a continual basis. All activities in which students participate may be considered evaluative events. Informal verbal and/or written feedback is regularly provided by the instructor or preceptor. Formal, written practice appraisals are summaries of all evaluative events to date. Depending on the length of the course, there may be one or more practice appraisals.

#### **C.1.3 Types of Evaluation**

- a. In Nursing Theory courses, evaluative events will normally include assignments, projects, examinations, tests and quizzes. These will be specified in course outlines.
- b. In Nursing 115, 125, 210, 220, and 310, evaluative events may also include performance testing of skills in the Nursing Simulation Centre. Such testing will be as specified in the course outline.
- c. In Nursing Practice courses, formal written practice appraisals will be given, using an instrument which is based entirely on the stated performance criteria of the course for which the appraisal is being done. Student performance during the course will be assessed as "satisfactory" or "unsatisfactory".

C.1.4 No single evaluative event can be worth more than 50% of the final grade in any course.

### **C.2 Progression**

C.2.1 The following requirements must be met in order to progress from one semester to the following semester:

- a. Satisfactory completion of all required courses in the semester with a minimum grade of 60%. This includes BIOL 181, 182, ENGL 100, BIOL 218 and 228.
- b. A minimum cumulative average of 65% (GPA of no less than 4). All other admission criteria must continue to be met.
- c. Satisfactory completion of electives that will be used for degree credit with a minimum grade of 60%

C.2.1.1 A student who obtains a grade of less than 60% in a Nursing or non-Nursing course may re-enroll in that course and attempt to improve the grade before applying to re-enter the

Nursing Program (see Re-entry Policies, Part I, Section F). The right to make up a grade of less than 60% expires after one calendar year.

- C.2.2 In courses that include nursing skills or practice, students must demonstrate satisfactory achievement of practice criteria and pass any written examinations before a passing grade will be granted.
- C.2.3 Students who have an Incomplete grade ("N") at the end of any semester may be allowed to proceed into the following semester on a "conditional" basis. Such "conditional promotion" status will normally be permitted to continue only for the specified period permitted for conversion of "N" grades as per College of the Rockies policy 2.5.1 *Student Evaluation (Grade) System*.
- C.2.4 All courses in the published curriculum of the Nursing Program, whether or not completed within the same semester, are included in the semester average percentage calculation for that semester, except COM/Fail courses.
- C.2.5 Students are required to maintain a current CPR certificate – Level C while enrolled in the Nursing Program. The Red Cross recommends re-certification every two years.
- C.2.6 In order to be considered a "full-time student" a student in the Nursing Program must be taking, in any given semester, all the "Nursing Core Courses" listed in the published Nursing Curriculum for that semester. (This restriction will not apply for purposes of awards, bursaries and scholarships.)

### **C.3 Probation**

#### **C.3.1 Purpose**

- a. Students may be placed on probation by the Nursing Program.
- b. Probation is intended to provide a formal mechanism to assist students with unsatisfactory or marginal performance to improve their performance.

C.3.2 It is the student's responsibility to seek the required counseling or assistance in order to improve.

#### **C.3.3 Criteria for Placement on Academic Probation**

C.3.3.1 A student may only be placed on academic probation during the first two-thirds of a program term, under the following circumstances:

- a. Failure to meet course requirements at a satisfactory level in formative (interim) appraisals.
- b. Inconsistent performance over a period of time.
- c. Poor academic performance (failing to maintain a C average and/or failing course(s)).

#### **C.3.4 Criteria for Placement on Behavioral Probation**

C.3.4.1 A student may be placed on behavioral probation at any time during the term, if the student:

- a. Compromises the safety of others.
- b. Disrupts the learning opportunities of others.

- c. Displays a level of absenteeism from learning experiences which results in the student being unprepared or compromising the safety or learning of others.
- d. Behaves in threatening or blatantly uncooperative manner towards students, College employees or clinical staff.

**C.3.5**      Criteria for Removal from Probation

C.3.5.1      Conditions for removal from probation will be specified in the official written notification of probation.

C.3.5.2      Students will be required to achieve a minimum semester average of 65% and a satisfactory evaluation of nursing practice performance by the end of the semester in which they were placed on probation.

**C.3.6**      Failure to Meet Conditions of Probation

C.3.6.1      Students who fail to meet the specified conditions or stipulated standards, as outlined in their probation letter, will be required to withdraw from the Program.

**C.3.7**      Limiting Number of Probation Periods

C.3.7.1      Students will be limited to two probationary periods while enrolled in the four years of the Nursing Program. If a third probationary period should be recommended by the faculty, the student will be required to withdraw from the Nursing Program.

C.3.7.2      Exceptional cases will be considered on an individual basis.

**C.4**      Required Withdrawal

C.4.1      A student may be required to withdraw (i.e., be excluded) from a class, a course or a program as specified in College of the Rockies policy 2.4.5 *Student Conduct & Responsibilities*.

C.4.2      An instructor may exclude a student from participating in a class, etc. if the student would not receive sufficient educational benefit due to lateness, absences, etc. or if the student compromises the safety of others, is destructive to property or disrupts the learning opportunities of others. The instructor shall report in writing to the Dean the circumstances giving rise to the exclusion.

C.4.3      An instructor may recommend to the Dean that a student be completely excluded from a course if that student has missed instructional times or failed to complete assigned work to such a degree that he/she could not compensate sufficiently to pass the course in the time available, or if the student has compromised the safety of others, has been destructive to property, or has disrupted the learning opportunities of others.

C.4.4.      A student denied a practice placement by a health care facility or agency because of a criminal record which is deemed unacceptable will be required to withdraw from the Nursing Program. The Program will not seek an alternative clinical placement.

C.4.5      There will be immediate dismissal from the program of any student who IN ANY WAY breaks confidentiality by allowing information regarding persons with whom he/she is in contact in his/her role as a nursing student to be known to others outside the professional sphere.

C.4.6      A student for whom a third probationary period is recommended by the faculty (see C.3.7.1 above) will be required to withdraw from the Nursing Program.

C.4.7 A student recommended for exclusion from a course will receive notification from and will be excluded by the Registrar on the written recommendation of the Dean.

**C.5 Appeal**

C.5.1 A student dissatisfied with a final grade or program decision (e.g., probation, compulsory withdrawal) may appeal the College's action by following College of the Rockies policy 2.5.3 *Final Grade Appeal Procedures*.

**C.6 Attendance**

C.6.1 Attendance at all scheduled lectures, laboratories, seminars, tutorials, nursing practice experiences, examinations and other learning experiences is mandatory.

C.6.2 Students absent from any Nursing course, for any reason, are responsible for the work they have missed. They must make up assignments as required.

C.6.3 Absence from learning experiences, for any reason, may preclude the student being able to meet the requirements for that course. Students who have missed 10% or more of their clinical practice experiences will be evaluated for their eligibility to remain in the program.

C.6.4 Students claiming illness or compassionate reasons for absence from learning experiences must contact the instructor concerned directly.

C.6.5 Students may be required to supply a doctor's certificate to substantiate claims of illness.

C.6.6 A student who must be absent from a nursing practice or simulated learning experience is responsible for notifying the agency and/or instructor at least one hour prior to the scheduled time for the experience to begin.

C.6.7 The Nursing Program cannot undertake to provide substitute learning experiences in Nursing courses when students have been absent, for any reason.

**C.7 Assignments**

C.7.1 Term essays and assignments may be given a failing mark if they are noticeably deficient in English or if they do not comply with the Nursing Program – Guide to Information Resources: Guidelines for Scholarly Work.

C.7.2 If an assignment is not submitted by the date on which it is due, the mark for the assignment could be reduced by a maximum of one hundred percent, as stated in the course outline.

C.7.3 If, for some legitimate reason, it is impossible to hand in an assignment, normally the matter must be discussed with the instructor involved before the assignment is due.

C.7.4 Plagiarism includes the presentation or submission of the work or ideas of another person, without citation or credit, as the student's own work. Plagiarism on any assignment is unacceptable and will result in that assignment receiving a mark of zero. (See Section C.10 - Student Behavior.)

**C.8                    Examinations: Policy 6.4.1 Administration of Exams**

- C.8.1                The College of the Rockies has developed these procedures to assist students and the College with the administration of College exams.
- C.8.2                In addition to these procedures, College of the Rockies Policy 6.4.3 *Administration of Exams - Distance Learning Students* shall apply to those students taking Distance Learning exams.
- C.8.3                Whenever possible, usual College of the Rockies examination practices will be followed (e.g. practices and policies relating to plagiarism, cheating, exam room behavior, permissible resources [e.g. calculators, open-book], time limits, etc.), including, but not limited to, College Policy 2.4.4 *Academic Misconduct*; 2.4.5 *Student Conduct & Responsibilities*; 2.4.6 *Student Discipline*; and related procedures.
- C.8.4                Priority shall be given to processes that, as determined by the College, support an accurate, fair and honest assessment of student learning.
- C.8.5                An exam schedule will be posted and accessible to students for all semesterized courses and/or programs, at least 45 days before the exam date.
- C.8.6                It is the responsibility of the student to be aware of the time and date of his/her final examination.
- C.8.7                Students must identify to their instructor(s) any exam schedule conflicts, three (3) weeks prior to a final exam so that accommodations may be made.
- C.8.8                All course/program exams will be identified in course/program outlines and syllabi.

**C.9                    Student Behavior: Policy 2.4.5 Student Conduct & Responsibilities**

- C.9.1                Every student is responsible for his or her actions and speech, whether acting individually or in a group, at all times while on the campuses of the College of the Rockies and at all times during off-campus College-related activities.

**C.10                  Student Behaviour:    Professional Standards for Registered Nurses and Nurse Practitioners**

- C.10.1              Students in the Nursing Program shall adhere to the Professional Standards for Registered Nurses and Nurse Practitioners defined by the College of Registered Nurses of BC (CRNBC) (2005), as follows:
1.            Responsibility and Accountability: maintains standards of nursing practice and professional behaviour determined by the CRNBC and the practice setting.
  2.            Specialized Body of Knowledge: bases practice on nursing science and a related content from other sciences and humanities.
  3.            Competent Application of Knowledge: makes decisions about actual or potential problems and strengths, plans and performs interventions, and evaluates outcomes.
  4.            Code of Ethics: adheres to the ethical standards of the nursing profession.

5. Provision of a Service to the Public: provides nursing services and collaborates with other members of the health care team in providing health care services.
6. Self-Regulation: assumes primary responsibility for maintaining competence and fitness to practice.

C.10.2 Students in the Nursing Program, in order to meet requirements for Registration as a Nurse in BC following graduation from the program, are subject to the following:

- a. applicants for registration must submit evidence of “good character”. CRNBC has established the following standards regarding “good character”.
  - i. There is no evidence of a criminal conviction for any offence.
  - ii. There is no evidence of immoral or dishonest behavior.
  - iii. Any such evidence may prevent or delay registration.

C.10.2 Students affected by this policy should consult with the faculty and CRNBC for advice regarding an appropriate course of action.

**C.11 Cheating and Plagiarism: Policy 2.4.4 Academic Misconduct**

C.11.1 Academic Misconduct:  
Academic misconduct includes, but is not limited to plagiarism and cheating.

C.11.1.1 *Plagiarism*: includes but is not limited to the submission or presentation of oral or written words and/or ideas of others without proper acknowledgement. It is an academic offence. It ranges from an entire assignment which is not the student’s own work to specific passages within an assignment which are taken from a source without acknowledgement to the creator of that source.

C.11.1.2 *Cheating*: may include but is not limited to dishonesty or attempted dishonesty impacting exams, tests, and papers. This includes, but is not limited to:

- a. use of notes, diagrams, books, and other aids, other than those provided and/or approved by the invigilator or examiner.
- b. communicating with others for the purpose of exchanging, giving or obtaining information relative to an examination, presentation, or test.
- c. copying from the work of others.
- d. conveying or exposing information to others taking the exam or test.
- e. stealing of tests and/or examinations or any applicable program or course materials.
- f. impersonating a student or applicant at an examination or assessment.
- g. resubmission of the same document, paper or presentation more than once, either at this College or another, without the prior written approval of the instructor. (E.g., computer paper graded on use of technology, resubmitted re English/Creative Writing to be graded on content.)

C.11.1.3 *Student(s)*: shall include College of the Rockies’ students and students in College - recognized partnerships.

C.11.2 Incidents of cheating or plagiarism shall be handled by the procedures specified in Policy 2.4.4 Academic Misconduct.

**C.12**            **General Requirements**

- C.12.1           Students shall prepare for and demonstrate knowledge in their nursing practice performance. Instructors may refuse to permit students to continue in the clinical area if there is evidence in their performance of lack of preparation or lack of knowledge or if they compromise the safety or learning of others.
- C.12.2           Students in nursing courses held in the Nursing Simulation Centre shall actively participate in the simulated learning experiences. In all practice situations students will require supervision until such time as the instructor has stated that they are competent in the skill. Students who practice skills unsupervised when they have not received such clearance may be putting the client and/or themselves at risk.
- C.12.3           A student shall access the clinical area as a nursing student only when accompanied by an instructor, or at such times as arranged for with the hospitals by the Nursing Program (e.g., family follow-through experiences, preceptorship or “nurses work” experiences, to research instructor – assigned records, or with the specific written permission of a Nursing instructor).
- C.12.4           A student may withdraw from the nursing core courses and hence from the Nursing Program, according to College policy and remain registered in the remaining academic support courses.
- C.12.5           A student may not withdraw from one of the Nursing core courses and remain registered in the Nursing Program unless an alternative academic plan stipulating required studies in a set time period has been approved by the faculty/Dean.
- C.12.6           The College Nursing Department uniform policy will be followed in the clinical area at all times. A name pin and year pin are always to be worn on the uniform.
- C.12.7           College of the Rockies is a smoke-free facility: smoking is prohibited in all buildings and within 7 meters of College entrances. Eating or drinking in any College classroom is prohibited.
- C.12.8           Students are subject to the policies of the clinical agency in which they are obtaining their practice experience, as well as to the policies of the Nursing Program.
- C.12.9           Students in the Nursing Program are subject to the relevant provisions of the *Nurses (Registered) Act* as it applies to students.
- C.12.10          Students in the Nursing Program are required to meet the requirements for immunization established for "health care workers" by the B.C. Ministry of Health prior to entering clinical practice settings.

**C.13 Transfer to the University of Victoria**

C.13.1 In order to qualify for transfer to UVic's BSN, a student in the Nursing Program must meet the requirements as determined by the University of Victoria.

<b>Fall Semester</b>	<b>Winter Semester</b>	<b>Spring Semester</b>
<b>SEMESTER 1 – YEAR 1</b> Nurs 110 Health and Healing I Nurs 111 Professional Practice I Nurs 113 Relational Practice I Nurs 115 Nursing Practice I Engl 100 College Composition BIOL 181 Anatomy & Physiology I	<b>SEMESTER 2 – YEAR 1</b> Nurs 120 Health and Healing 2  Nurs 121 Professional Practice 2 Nurs 125 Nursing Practice 2 BIOL 182 Anatomy & Physiology 2 Non-nursing Elective	<b>CONSOLIDATED PRACTICE EXPERIENCE (5 weeks)</b> Nurs 136 CPE I
<b>SEMESTER 3 – YEAR 2</b> Nurs 210 Health and Healing 3 Nurs 213 Relational Practice 3 Nurs 215 Nursing Practice 3 Biol 218 Pathophysiology and Pharmacology1	<b>SEMESTER 4 YEAR 2</b> Nurs 220 Health and Healing 4 Nurs 221 Professional Practice 3 Nurs 225 Nursing Practice 4 Biol 228 Pathophysiology and Pharmacology 2	<b>CONSOLIDATED PRACTICE EXPERIENCE (6 weeks)</b> Nurs 236 CPE 2
<b>SEMESTER 5 – YEAR 3</b> Nurs 310 Health and Healing 5 Nurs 313 Relational Practice 3 Nurs 315 Nursing Practice 5 Non nursing elective		

C.13.2 Students wishing to transfer to the University of Victoria Program shall be responsible for contacting the UVic Nursing Program Coordinator to arrange for and obtain written confirmation of transfer of credit.

Review Date:	September 2009	
Issue Date:	May 18, 2005	Concerning: Students and College Employees
Amendment: (3)	May 2011	2.4.4 Academic Misconduct; 2.4.5 Student Conduct & Responsibilities; 2.4.6 Student Discipline; 2.5.1. Student Evaluation (Grade) System; 2.5.3 Final Grade Appeals; 6.4.3 Administration of Exams – Distance Learning
Education Council:	Original signed by J. Bailey	Title: Chair, EdCo Date: May 2011
College Approval:	Original signed by N. Rubidge	Title: President & CEO Date: May 2011