INDIANA STATE UNIVERSITY
COLLEGE OF HEALTH & HUMAN SERVICES
School of Nursing

LPN-BSN TRACK
Baccalaureate Degree Completion

PROGRAM SUMMARY
Indiana State University (ISU), a public institution, was founded in 1865 as Indiana Normal School with the primary mission being preparation of teachers for Indiana schools. The university now offers over 100 majors and is accredited to confer associate, baccalaureate, masters, and doctoral degrees. The College of Health & Human Services is one of six academic divisions on campus. The School of Nursing in the College of Health & Human Services offers both undergraduate and graduate nursing programs.

Indiana State University’s College of Health & Human Services School of Nursing recognizes that licensed practical/vocational nurses (LPN/LVNs) are hard-working adults who want to advance their careers but have little time to attend school. The Baccalaureate Track for Licensed Practical Nurses offers practical nurses a way to complete a bachelor of science in nursing entirely through distance learning. Licensed Practical/Vocational Nurses (LPN/LVNs) who enroll in the LPN to BSN nursing track will complete the program through a combination of credit-by-examinations, online courses, and clinical experience.

This track in the baccalaureate nursing program provides an avenue for current LPN/LVNs to pursue a program of study that develops nurses who are critical thinkers, excellent communicators, knowledgeable providers of care, leaders, professionals, lifelong learners, nursing advocates, and coordinators of community resources. The new graduate outcomes and competencies gained in this track are identical to the traditional on-campus courses. The Baccalaureate Track for Licensed Practical Nurses is accredited by the Accreditation Commission for Education in Nursing, Inc. and has received full approval from the Indiana State Board of Nursing. The graduate from Indiana State University’s BSN program will be eligible to take the National Council Licensing Examination for Registered Nurses (NCLEX-RN) for entry into practice as a registered nurse.

Academic integrity is a cornerstone of the University’s commitment to the principles of free inquiry. Students are responsible for learning and upholding ethical, professional standards in research, writing, and assessment. At the request of the University, and in collaboration with other areas, the Indiana State University Library has created this website to provide a resource clearinghouse for both students and educators: http://www.indstate.edu/academicintegrity/
Admission and Application Requirements

Step 1: Verify Program Availability
While Indiana State University endeavors to offer all of its programs to as wide an audience as possible, the LPN to BSN and RN to BSN Tracks may not be available in all states. Each of the states has its own approval processes for out-of-state institutions offering distance education. You are expected to complete your clinical rotations in the approved state that you were admitted into the program with, licensed in, and in which you physically reside.

Circumstances such as moving to an unapproved state, completing your clinical rotations within a bordering state (approved or unapproved), or deployment of U.S. military or their family members outside the continental Unites States must be communicated to the student’s academic advisor and department chairperson. Depending on state approval or contractual affiliation agreements of clinical sites and their coverage of liability, relocation can impact progression and/or completion of the degree. To determine if the LPN/LVN to BSN Track is available in a particular state, visit program availability at: http://www.indstate.edu/health/states-recognize-lpn-bsn-track

Step 2: Verify Eligibility
The LPN Transcript Evaluation Request Form is for LPN/LVN’s who wish to determine eligibility for the LPN to BSN Track at Indiana State University. Upon receipt of all transcripts and the non-refundable $75 evaluation fee, Indiana State University will review each transcript and determine eligibility for the LPN/LVN to BSN Track. If prospective student does not continue with completing the pre-requirements, after two (2) years, the $75 evaluation fee will need to be paid again. This evaluation is required for each student planning to apply to the program. Notice of eligibility will be sent via the email address provided on the transcript evaluation request.

Please be aware that evaluation can take 4-6 weeks beginning only when ALL transcripts have been received. To meet nursing application due dates, transcript evaluation must be completed with enough time for review and then submission of nursing application documents, including taking the Kaplan Admission Exam. This is typically at least one month prior to the nursing application due dates.

Completion of general education and cognate courses required for the nursing major. Credit for these courses may be obtained through a combination of transfer credit previously awarded from regionally accredited colleges/universities, courses completed in a traditional classroom setting or online, and/or successful completion of equivalency examinations. Credits received from successful completion of the equivalency examinations are then transferred to Indiana State University. Students should not request to have exam scores sent to the University until the student has completed an online university application.

Students must complete the following nine (9) courses, or their equivalent, with a C or better, prior to enrolling into the College of Health, & Human Services and progressing to the application process.

- ENG 101 & 105 or ENG 107 - English Composition 1 & 2 (6 credit hours)
- CHEM 100/100L - Chemistry (4 credit hours)
- COMM 101 - Intro to Communications or Public Speaking (3 credit hours)
- BIO 231/231L & 241/241L - Anatomy & Physiology 1 & 2 (6 credit hours)
- BIO 274/274L - Microbiology (3 credit hours)
- MATH 102 - Quantitative Literacy or College Algebra (3 credit hours)
**PSY 101 - General or Intro Psychology (3 credit hours)**

For instructions for the LPN-BSN Transcript Evaluation Form request, visit:

http://www.indstate.edu/admissions/applications-us/lpn-transcript-evaluation-online

Please contact all previous higher education institutions** (including LPN Certificate training) and high school, all examination scores (CLEP, DSST, Excelsior and TCN exams) and request that they send your transcripts directly from that institution to Indiana State University. A transcript may be submitted electronically through Parchment/Naviance or mailed to:

Indiana State University
Office of Admissions
318 N. 6th ST
Terre Haute, IN 47809

**Note:** Applicants who have received college credit from an institution outside the U.S. must submit an official copy of the transcript to Indiana State University Admissions Office (International Department) for an official evaluation to determine U.S. equivalency. Applicants who have a course-by-course evaluation completed by WES may submit an official copy of the report to ISU in addition to official transcripts, but the WES does not take the place of an Official Transcript. Students who have not previously attended a U.S. institution must also demonstrate English language proficiency, by submitting an official report of Test of English as a Foreign Language (TOEFL) score from ETS (Educational Testing Services).

Important: Upon completion of the transcript evaluation process, an academic contact from the Nursing Program will email instructions to the student using the email address that the student provided on the transcript evaluation request. Therefore, when completing the request, applicants should ensure that they use their correct email addresses and the same email address for all contacts.

**Step 3: Nursing Application and Admission:**

When students have met all pre-admission coursework requirements, an e-mail will be sent to the student to schedule the Kaplan Admission Exam and upload all nursing application documents. The following items will be required for nursing program application:

1. Proof of graduation from a practical nursing program from any state-accredited or NLNAC-accredited community college, vocational or technical school. All others will be evaluated on an individual basis.

2. Minimum cumulative GPA requirement is **2.75** on a **4.0** scale for admission to the College of Health & Human Services *School of Nursing*. The 2.75 GPA will cover the 9 (nine) nursing prerequisites only and not the total GPA of all previous institutions.

3. Complete the online Kaplan Admission Test. Print and upload the results page with the other documents noted below

http://www.indstate.edu/health/department/son/testing-program/kat-admission-exam
4. Upload the following documents:
   - Please note that LPN to BSN application documents are no longer accepted via: U.S. Mail, fax, or e-mail.
   - They must be uploaded to the application website. To log in to the application system please go to: https://secure.vzcollegeapp.com/indstate/
     - The sign-in box in the upper right hand corner of the page uses the login information created when applying to the University.
     - Once logged in, the next screen will be the confirmation page. A link that says "Upload & Attach Documents" is in the lower right corner of the page.
     - Click on the "Upload & Attach Documents" link to upload these documents for the nursing program.
   a) Enlarged copy of U.S. LPN/LVN license (REQUIRED to hold an unrestricted U.S. license).
   b) Enlarged legible copy of current / valid U.S. driver’s license.
   c) For Immigrant/Permanent Resident applicants: Provide copy of Permanent Residency Card to admissions@indstate.edu
   d) National Criminal Background Check: Use the ISU Package Code: ND57. Application located online at http://castlebranch.com. Only provide copy of receipt of payment. Nursing staff will verify and print the final results.
   e) Professional Liability Insurance: http://www.indstate.edu/health/bnc-professional-liability-insurance
      Indiana State University provides and maintains liability insurance that covers nursing students when they are in a clinical agency as part of the clinical experience for a nursing course. Students are required to purchase an additional $1 million per medical incident and $6 million aggregate, professional liability insurance coverage.
      Professional Liability Insurance is available to licensed nurses through various nursing organizations, such as Nurses Service Organization (NSO) at www.nso.com or CM&F Group at www.cmfgroup.com
   f) Eligibility for Application for Registered Nurse Licensure: Legal Limitations Notification Form. This form can be obtained online at: https://www.indstate.edu/health/nursing-legal-limitations-form
   g) Student Health History Form: http://www.indstate.edu/health/sites/health.indstate.edu/files/bnc-health-form.doc
   h) ISU Health Immunization Form: All LPN-BSN students are mandated to have proof of immunizations (Tuberculin test, Measles/Mumps/Rubella, Varicella, Hepatitis B (3 series), Tdap, and Seasonal Flu Vaccine) on record. This form can be obtained online at: http://www.indstate.edu/health/nursing-programs-immunization-record This form is REQUIRED to be completed by your physician. Do not provide supporting documents with this form – only the ISU form.
   i) Student Outcomes Assessment Memorandum of Understanding: https://www.indstate.edu/health/nursing-student-outcomes-assessment-mou-non-rn
   j) Honor Code: https://www.indstate.edu/health/bnc-honor-code
I) Nursing applications and supporting documents must be received by:

May 1 - Fall Semester Entrance
October 1 Spring Semester Entrance

Nursing and University Coursework

This portion of the program requires completion of online nursing courses with Indiana State University. The theory portion of an online nursing course is completed over the Internet by logging onto the ISU Blackboard course web site. Through the online classroom, course faculty members are able to communicate with students and provide course instruction and lectures. Student participation in critical thinking activities, interactive exercises, and/or online board discussion through the semester is expected. Students will also complete weekly assignments, which are submitted to the faculty through the Blackboard course web site. The online nursing courses are designed to be completed in three (3) years of full-time study. A minimum of 120 semester hours is required for degree completion.

Upon receipt of full admission into the College of Health & Human Services School of Nursing, students will complete the remainder of their online nursing courses.

- Nursing 208: Transition from LPN-BSN (3 credit hours)
- Nursing 304/L: Comprehensive Health Assessment for Nursing Practice (4 credit hours)
- Nursing 322: Research/Theoretical Basis for Nursing Practice (3 credit hours)
- Nursing 338/L: Mental Health Nursing (3 didactic, 1 clinical credit hours)
- Nursing 324/L: Nursing Care of Adults II (5 credit hours)
- Nursing 424/L: Nursing Care of Adults III (5 credit hours)
- Nursing 444/L: Community Health Nursing (4 credit hours)
- Nursing 470: Nursing Leadership (3 credit hours)
- Nursing 484/L: Reflective Nursing Practice (3 credit hours)
- Nursing 486: Professional Nursing Synthesis (3 credit hours)
- Nursing 490: Licensure Preparatory Course (2 credit hours)

Other general education and cognate courses required for degree completion are:

- ENG 305 - Advanced Expository Writing (3 credit hours)
- Non-Native Language (6 credit hours)
- AHS 340 - Statistics (3 credit hours)
- BIO 412 - Pathophysiology (3 credit hours)
- PE 101 - Physical Education (2 credit hours)
- SOC 101 - Foundations of Sociology (3 credit hours)
- PSY 266 - Lifespan Developmental Psych (3 credit hours)
- Historical Studies (3 credit hours)
- Literary Studies (3 credit hours)
- Fine and Performing Arts (3 credit hours)
- Ethics and Social Responsibility (3 credit hours)
- Global Perspectives and Cultural Diversity (3 credit hours)
Upper Division, Integrative Electives (3 credit hours)

Kaplan Integrated Testing

Kaplan is an educational partner that offers resources to increase content learning and test preparation throughout the program. Kaplan Resources are required and utilized during the entire undergraduate nursing program. Kaplan uses focused review (FR) tools that can help students prepare more efficiently, as well as increase confidence and familiarity with content and computerized NCLEX-RN. In addition, integrated testing (IT) provides an assessment of learning, as well as identification of strengths and weaknesses in each course. Kaplan also includes orientation to resources, e-books, online tutorials, topical remediation, NCLEX-RN style question banks, clinical resources, and a robust NCLEX Prep course with a study plan.

Students are responsible for a one-time payment for Kaplan materials during their first semester of $560.00

Clinical Learning Experience

Clinical Nursing Courses: Students enrolled in the LPN-BSN Track are required to participate in clinical rotations as part of the curriculum. A minimum of 495 clinical hours are completed concurrently with theory in six (6) of the eleven (11) online nursing courses and under the supervision of an approved preceptor in the student’s local area. Contracts are arranged with clinical agencies prior to the start of clinicals. There is a one-to-one preceptor to student ratio during the clinical learning experience. The remaining 135 clinical hours are articulated upon successful completion of Nursing 208: Transition from LPN-BSN (please see NURS 208 section above). Students will receive credit for completion of 630 clinical hours in the following ISU online nursing courses:

- **NURS 304 Comprehensive Health Assessment for Nursing Practice** involves 45 hours of clinical education in the comprehensive health assessment of the child and adult.
- **NURS 338 Nursing in Mental Illness** involves 45 hours of clinical education hours through simulation and community experiences related to psychiatric nursing care of clients with common acute and chronic mental health disorders.
- **NURS 324 Nursing Care of Adults II** involves 90 hours of clinical education in medical-surgical inpatient care and discharge of clients with common acute and chronic health problems.
- **NURS 424 Nursing Care of Adults III** involves 90 hours of clinical education in medical-surgical inpatient care with clients in acute and intensive care with complex health problems.
- **NURS 444 Community Health Nursing** involves 45 hours of clinical learning experience in a community agency, such as a public health nurse experience in a local health department, a school nurse experience in a local school corporation, or working with staff and clients in a local homeless shelter.
- **NURS 484 Reflective Nursing Practice** involves 135 hours of clinical learning experience only. This clinical concentration course provides an opportunity for synthesis and evaluation of professional nursing role behaviors essential to the care of clients experiencing complex health care needs across the lifespan in a variety of settings.

Preceptor and Clinical Facility Agreements: Students will complete the clinical learning experience under the supervision of an approved preceptor at an accredited healthcare facility in their local area.
The preceptor used throughout the clinical experience must be currently licensed as an RN in his/her state, have at least a baccalaureate degree in nursing, and have a minimum of three (3) years’ experience in the clinical setting corresponding to the online nursing course that the student is enrolled in at that time. The clinical sites may vary according to the course requirements and may include hospitals, medical centers, home healthcare agencies, public health departments, primary care clinics, nursing homes, schools, wellness centers, and other community-based settings.

The ISU course faculty member will provide assistance with coordinating the clinical portion of the program and the assignment of the clinical preceptor. **Students should start planning where they would like to complete their clinical experience three to six months prior to the start of the clinical course.** Students may choose from a list of facilities with current clinical affiliation agreements or request to initiate a new affiliation agreement with a different facility via the ISU Contract Coordinator.

This information can be found at: https://www.indstate.edu/health/department/son/clinical-agency-info/clinical-agencies Once the student has chosen a healthcare facility, the course faculty member and/or ISU Contract Coordinator will then work with the site to coordinate the student’s preceptorship.

The clinical agency administrator, supervisor, and preceptor will receive a copy of the course description and objectives, syllabus, expected outcomes to be completed at the end of the clinical experience, and statement of insurance liability. The preceptor will also receive the “Preceptor Packet” that includes information on the roles and responsibilities of the preceptor, student, and course faculty; the student clinical preceptor agreement; and documentation and evaluation forms that are required to be completed and submitted to the course facilitator at the completion of the clinical learning experience. The faculty member communicates on a regular basis with the preceptor regarding student progress and learning needs and is available to resolve problems if they arise.

**Clinical Learning Contract: Students will ONLY provide contact information of the Agency in the Contract.” The Agency is contacted by the ISU Contract Coordinator ONLY to verify willingness to serve as a clinical site, unless the student is currently working at the Agency. Student networking is helpful in discovering a new Agency which is not already on the list with fellow employees, employers and friends. The required goals and competencies for the course are combined with the student’s personal goals to develop an individualized educational learning experience. The learning experience may be observational, involve project development, or include provision of direct care. Students may not assume complete responsibility for care of patients. They may only assist and provide care under the supervision of the preceptor.

A schedule of date and times of the clinical sessions is also determined. Students and clinical preceptors are directed to schedule clinical times that do not conflict with local nursing programs. In this model, students should work with the same clinical preceptor through the semester. Weekends, holidays, and evenings are encouraged to reduce stress for the clients and staff.

**Evaluation and Grading:** The preceptor provides feedback of the student’s performance as both formal and informal. Informal evaluation is the ongoing feedback that the preceptor gives to the student, together with the guidance and support necessary to meet the student’s objectives. Formal evaluation takes place when the preceptor provides written documentation of the student’s progress in demonstrating designated course outcomes by completing the feedback forms provided. The written feedback is returned to the faculty member for consideration in calculating the final grade.
Clinicals are graded as pass/fail. Each clinical course syllabus will delineate what constitutes a clinical course failure. Students must successfully complete both the theory and clinical component in order to pass the course. Failure to achieve a “Satisfactory” in the clinical practicum will require repeating the entire course.

Helpful Links

- ISU “Net Price Calculator” - http://www.indstate.edu/tuition/
- ISU Financial Aid Homepage - http://www.indstate.edu/finaid/
- Military/Veteran Services/GI Bill Information - http://www.indstate.edu/veterans/
- Sycamore Express for Undergraduate Students - http://www.indstate.edu/express/
- Distance Learning Tuition and Fees - https://www.indstate.edu/online/costs/financial-aid
- Blackboard Login and Training for Students - http://blackboard.indstate.edu
LPN-BSN Frequently Asked Questions

General Program

Q: I would like to have information about the LPN to BSN Track?
A: The LPN-BSN track information will be emailed to you when you submit the inquiry form at: http://www.indstate.edu/crm/forms/nursinginq.php

Q: How long does the program take to complete?
A: The LPN-BSN Track is 2 to 3 years, depending on your transfer credits and depending on how many courses you register for each semester.

Q: What are the nine (9) nursing prerequisites for the LPN to BSN Track?
A: Please refer to the list of Prerequisite courses above

Q: How much will the program cost?
A: The “Net Price Calculator” at: http://www.indstate.edu/tuition/

Q: What type of financial aid is accepted or available?
A: The ISU Financial Aid webpage at: http://www.indstate.edu/finaid/

A: Or, if Military then contact: Veteran Services webpage at: http://www.indstate.edu/veterans/

Q: I notice that the program is not available in my state, will that change or will I have to move in order to enroll in the LPN-BSN Track?
A: Please, always view our map at: https://www.indstate.edu/health/states-recognize-lpn-bsn-track You are required to have a physical address and be licensed in a state that recognizes our program.

Transcript Evaluation

Q: I did the transcript evaluation and they are saying that a course is needed, but I have already completed that course. What do I do?
A: It may be that your previous institution was not regionally accredited. Please reply back to that specific e-mail, identifying the course you completed and the Transfer Specialist will reply to your e-mail.

Q: I did the transcript evaluation a week or so ago and still have not heard anything, what should I do?
A: You will receive an email shortly after all transcripts are received, regarding the outcome of your Transcript Evaluation from the Department of Baccalaureate Nursing Completion. The
approximate wait time is two to three weeks but it may be longer during high volume
times (close to admission deadlines).

**Q:** Have my transcripts been received by ISU Admissions?

**A:** To check the status of your application, please log back into your application using the
Login ID and password that you previously created. You will then be able to view which of
your documents the Office of Admissions has received through your checklist. Upon
receipt of all transcripts, your LPN-BSN evaluation will begin and you will receive an e-mail
from the **Department of Baccalaureate Nursing Completion** once the process is
completed.

**Prerequisites/Previous Coursework**

**Q:** What are the nine (9) nursing prerequisites for the LPN to BSN Track?

**A:** Please refer to the list of Prerequisite courses above

**Q:** Can I complete all of the prerequisites through Indiana State University?

**A:** Unfortunately, Indiana State University does not offer all of the nine nursing prerequisites
online at this time.

**Q:** I took a course a few years back is that still okay to transfer into ISU?

**A:** At this time, our department is able to transfer courses into ISU from up to thirty years.

**Q:** I have finished the prerequisites what should I do now?

**A:** Please complete the LPN Transfer Evaluation form at:
[https://secure.vzcollegeapp.com/indstate/](https://secure.vzcollegeapp.com/indstate/). Instructions for this page are:
[http://www.indstate.edu/admissions/applications-us/lpn-transcript-evaluation-online](http://www.indstate.edu/admissions/applications-us/lpn-transcript-evaluation-online)

**Q:** Do I have to have my LPN License completed prior to applying for the program?

**A:** Yes, you are required to have your LPN License and/or the transcript of where you received
your Certificate sent to the ISU Admissions Office.

**Q:** Where can I do my pre-admission courses?

**A:** At this time, Indiana State University offers most, but not all of the nine nursing
prerequisites online. It is your option to go through Excelsior Exams, CLEP, DDST, or
a local regionally accredited college or university.

**Clinicals**

**Q:** Do I set up the clinical rotation with the preceptor or will someone from Indiana State do
that for me?

**A:** You will provide the contact information of the facility where you would like to complete
your clinicals.
Q: How are the clinicals completed and/or scheduled?
A: Please refer to the Clinical Learning Experience section above

Q: How many clinical hours are involved?
A: LPN to BSN = 495 clinical hours, 6 of your nursing courses.

TEAS Exam

Q: I took the TEAS Exam last year, is that still current?
A: Indiana State University is no longer accepting the TEAS exam for admission to the nursing program. The Kaplan Admission Test is now the required test.

Straigher Line

Q. Does Indiana State University accept Straigher Line transcripts?
A. Indiana State University no longer accepts Straigher Line transcripts.

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