Bachelor of Science in Nursing (RN to BSN) Admission Guide - 2016

Applicants to the Bellevue College RN to BSN program must meet the following admission requirements:

- Hold current unrestricted licensure (without conditions) as a registered nurse in Washington. *(If you are an ADN student, you must obtain a RN license by March 31, 2017 - the end of 2nd Quarter of BSN Program.)*
- Have an associate degree/diploma in nursing from a regionally accredited institution. Must include at least 35 quarter credits in nursing.
- Have at least one year of recent clinical experience *(ADN clinical experience may be substituted for students applying directly from an ADN program)*
- Have completed 35-credits (quarter system) of general education courses *(If you did not previously take a Statistics course, you must complete it before September 2016)*
- Have a cumulative grade point average (GPA) of at least 2.0 in all college course work
- Have earned a minimum of 2.0 in each of the required nursing (ADN) courses

**Application Period:** November 1, 2015 – March 4, 2016

**Required Admission Documents:**

1. RN-BSN Application Form
2. BSN Application Fee Payment Receipt ($60)
3. Personal essay
4. Resume/Curriculum Vitae
5. Transcript(s)
6. Three (3) Recommendation Access Waiver Forms
7. Three (3) Recommendation Forms
Application Process:

If you are a first time BC student or a student who is returning to the college after 4 or more quarters, you must apply to the college first (Bellevue College General Admissions).

If you are a current BC student, skip Step 1.

Step 1: Complete Bellevue College General Admissions Application (http://www.bellevuecollege.edu/admissions/apply/) and pay a college general admission fee ($34).

Step 2: Pay a RN-BSN application fee ($60)

Note: You will need a BC Student ID number for this process.

1) Go to registration site https://www.ctc.edu/~bellevue/webreg/waci221.html
2) Register using the item number “APPO” and make a payment ($60)
3) Print a receipt

Step 3: Complete a RN-BSN Application Form

The form is available at http://www.bellevuecollege.edu/nursing/rntobsn/requirements/instructions/.

NOTE: The application MUST BE TYPED except for the signature.

Step 4: Complete three (3) Recommendation Access Waiver Forms

The form is available online at http://www.bellevuecollege.edu/nursing/rntobsn/requirements/instructions/.

Step 5: Go to http://www.bellevuecollege.edu/nursing/rntobsn/requirements/instructions/ and download or review the essay instructions. Please make sure to follow the essay guidelines and respond to all questions.

Step 6: Submit the following application documents to the program:

1) BSN Application Fee Payment Receipt ($60)
2) RN-BSN Application Form
3) Three (3) Recommendation Access Waiver Forms
4) Personal Essay
5) Resume/Curriculum Vitae

Submit to:
Bellevue College RN-BSN Admission Committee
3000 Landerholm Circle SE T208, Bellevue, WA 98007
Step 7: Submit one (1) official transcript from all previous academic and nursing course work to:

Bellevue College Evaluations Office  
ATTN: RN-BSN Admission  
3000 Landerholm Circle SE B125, Bellevue, WA 98007

Note: If all of your coursework were completed at Bellevue College, you do not need to request an official transcript.

Step 8: Obtain a professional recommendation from the following individuals and submit a total of three (3) recommendation forms:

I. Clinical supervisor  
II. General reference from a non-relative or employer  
III. Nursing faculty (If you are not able to contact nursing faculty, please obtain a recommendation from your colleague, nurse manager, physician or other medical professional)

NOTE: Please ask your recommenders to use a Request for Recommendation Form and send it directly to the BC Nursing Program. The form is available at http://www.bellevuecollege.edu/nursing/rntobsn/requirements/instructions/.

Admission Criteria:

Selection is based on:

• Providing all required application packet materials  
• Meeting the minimum admission requirements  
• Academic background  
• Personal essay  
• Recommendations

Application Decision Notification:

Applicants will be notified no later than May 15, 2016, of admission to fall, alternate list or not qualified.

Nursing Program Enrollment Requirements:

After acceptance into the program, students are required to provide the following documents:

• Current immunization records (TB, HepB, MMR, Varicella, TDAP & Influenza)  
• CPR for Healthcare Providers (American Heart Association)  
• Conviction/Criminal History Disclosure Form  
• Background Check Report