COM Nursing – LVN to RN Transition Application Packet

Application Deadline Date

- Fall semester – **2nd Wednesday in May, by 5PM** (application opens 5th Wednesday in March)
- Spring semester – **4th Wednesday in September, by 5PM** (application opens 2nd Wednesday in August)
- Summer semester – **3rd Wednesday in March, by 5PM** (application opens 1st Wednesday in February)

About the Program

The COM Associate Degree Nursing Program prepares students for rewarding careers through hands-on classes, labs, and clinical experiences at health care facilities. Professors teach small classes, are available for extra help and dedicate themselves to students' success. **Pre-Requisite Courses must be successfully completed and on file with the Admissions Department by the application deadline to apply to the LVN-RN Transition.**

Prerequisites			**Semester #2**		
ENGL 1301	Composition I	3	RNSG 1412	Nursing Care of the Childbearing & Childrearing Family	4
BIOL 2401	Anatomy and Physiology I	4	RNSG 2261	Nursing Care of the Childbearing & Childrearing Family	2
BIOL 2402	Anatomy and Physiology II	4	RNSG 1343	Complex Concepts of Adult Health	3
BIOL 2420	Microbiology for Non-Science Major	4	RNSG 1162	Complex Concepts of Adult Health Clinical	1
PSYC 2301	General Psychology	3	ELECTIVE	ARTS 1301, MUSI 1306, or PHIL 2306	3
PSYC 2314	Lifespan Growth & Development	3			
	Semester Total	21		Semester Total	13
Semester #1			**Semester #3**		
RNSG 1327	Transition to Professional Nursing	3	RNSG 2332	Enhanced Concepts of Adult Health	3
RNSG 1263	Transition to Professional Nursing Clinical	2	RNSG 2262	Enhanced Concepts of Adult Health Clinical	2
RNSG 2213	Mental Health Nursing	2	RNSG 2230	Professional Nursing Review/Licensure Preparation	2
RNSG 2161	Mental Health Nursing Clinical	1	RNSG 2263	Capstone Clinical	2
	Semester Total	8		Semester Total	9
				Degree total	**51**

****See Core Curriculum in current catalog for approved courses**

Application Procedures

- **Step 1:** Attend a required COM Nursing Information Session to receive a unique code, which will be emailed after the session and valid for one year. This code is required on the Microsoft Forms Nursing application. **NOTE:** Do not start the application without this code and have all optional documents ready to upload for additional points, as the application cannot be saved. Once the application is submitted, it is considered **final and complete and cannot be modified**.
- **Step 2:** Apply to COM via ApplyTexas.
  - Select General Studies as the major.
  - If COM application is over a year old and no COM courses have currently been taken, students will need to submit a new COM application.
- **Step 3:** Submit **official** transcripts to the COM Admissions Department for all colleges attended (except COM) and complete the Transcript Evaluation Form.
  - Standard college transcript evaluations are fully completed within 4-6 weeks of receipt. Course transcripts must be officially in the Student Information System (SIS) no later than the application deadline to be eligible.

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  - Students who have previously been enrolled in any Nursing course(s) at a different college/university must disclose it at the time of application by e-mailing nursing@com.edu. Include student name, COM ID, which nursing course(s), and college/university attended.
  - Students with more than one failure in a Nursing course (NURS or RNSG) within the past 3 years may not apply to the LVN-RN Transition program for a period of 3 years from the last failure.
- **Step 4:** Complete the Nursing Application (found under Steps to Enrollment in the LVN-RN Transition Program website):
  - Have COM log-in credentials to access the application.
  - Apply to the LVN-RN Transition program as a **new student**. **NOTE:** If previously enrolled in an LVN-RN Transition program at another college/university within the past 3 years, you are required to apply as a new student and have a Letter of Good Standing from the Nursing Director emailed to nursing@com.edu Official transcripts must be submitted to the Admissions Department.
  - A current resume must be uploaded as part of the application.
  - Follow the instructions within the nursing application and submit once completed.
- **Step 5:** Submit the required Clinical Readiness Documentation in the Nursing Student SharePoint.

Program Requirements.

- **Must be TSI College Ready**
- **LVN-RN Transition Pre-Requisite Courses GPA**
  - Minimum of 2.8 required
- **Licensure Eligibility**
  - To check your eligibility for initial licensure you will be required to complete a criminal background check once accepted. Please visit the Texas Board of Nursing website for more information.
- **Valid and unencumbered LVN License** (active license free from disciplinary restrictions, conditions, or limitations imposed by the Texas Board of Nursing)
- **HESI A2**
  - The HESI A2 includes up to eight sections and has a time limit of 4.5 hours (Basic Sections) or 5.5 hours (Basic plus Additional Sections). Applicants are responsible for confirming which sections are required for their intended program.

BASIC SECTIONS

Nursing Program	Reading	Grammar	Vocab	A & P	Math
LVN-RN Transition – Current minimum 78% score for each section with X	X	X	X	X	X

ADDITIONAL SECTIONS

Nursing Program	Learning Style	Personality Profile	Critical Thinking
LVN-RN Transition (All 3 sections required)	**No minimum score required**	**No minimum score required**	**Score 951-1000 = 6 points** **Score 900-950 = 5 points** **Score 851-899 = 4 points** **Score 800-850 = 3 points** **Score <799 = 0 points**

Students are allowed **2 attempts per quarter** per COM Testing Center (Jan – Mar, Apr – Jun, Jul – Sep, Oct – Dec)

COM Nursing – LVN to RN Transition Application Packet

- A maximum of 3 HESI A2 score reports may be submitted per application period. The highest score earned in each section will be considered on the application. *Applicants will need to officially submit the HESI A2 reports they would like considered each application period.* Once the maximum of 3 HESI A2 score reports has been submitted, no additional reports received after will be considered. Therefore, if you plan to retest wait to submit HESI A2 reports as a maximum of 3 are allowed. NOTE: The cumulative score is not considered.
- Notify nursing@com.edu if you submit a higher HESI score and have not reached the 3 report limit so your application can be updated. Scores are manually verified in the order received, and you will be notified by email once verified.
- Official HESI A2 score reports will only be accepted from Elsevier.
- To be eligible, HESI A2 results must be no more than three years old on the application deadline date.
- The HESI A2 exam is available to COM Nursing applicants as well as students applying at other institutions.
- Steps to register to take the HESI A2 assessment in the COM Testing Center.
  - Create an Evolve account - **You will need a username and password to login to the assessment**.
  - Once you have created your Evolve account, schedule your on-campus appointment. All candidates must show a **valid photo ID** to take the HESI A2 assessment in the COM Testing Center.
  - Receive an email to log into your Evolve account to register and pay for exam before your scheduled date.
  - Schedule your exam with COM and pay the $29 proctor fee.
  - Register and purchase your HESI A2 exam through Evolve and pay their designated fee. Elsevier fee with Critical Thinking sections $67, fee without Critical Thinking sections $57.
- All HESI A2 score reports must be officially submitted by Elsevier:
  - All applicants must go to Evolve and log in using your username and password.
  - Click on HESI Transcripts on the bottom right of the screen page. Download the HESI Transcript Request Form.
  - Follow the directions on the form to return the document to Elsevier.
  - Allow 7-10 business days for processing of the transcript form.
  - Request the transcript results to be sent to:

Institution/School: College of the Mainland
Deliver Transcript via Email
Attention: Nursing Department
Address: 1200 Amburn Road Texas City, TX 77591
Email: nursing@com.edu
Phone: (409) 933-8914

Clinical Readiness Documentation Requirements by the Application Deadline Date

The following items are required to be uploaded by the application deadline date, using the Nursing Student SharePoint site (must have an active COM email address). The Clinical Readiness documentation is manually verified by Nursing staff in the order it is received. Students will receive an e-mail notification once it has been verified.

- ☐ Proof of one measles/mumps/rubella (**MMR**) vaccination, *or* positive titer (lab must be **MMR IgG**).
- ☐ Proof of one Varicella vaccination, or positive titer (lab must be **VZV Ab IgG**).
- ☐ Proof of a completed Hepatitis B series (3-shot series or Hepislav 2-shot series) or positive Hepatitis B surface antibody (**HBsAB)** Titer **- Quantitative** lab value indicating the HBsAB level. **NOTE:** A **Qualitative (QUAL)** titer lab result will ***not*** be accepted.

COM Nursing – LVN to RN Transition Application Packet

NOTE: For verification purposes, all vaccinations must be an official shot record and/or lab result **(School Records, Result Trends, or Pharmacy receipts are <u>not</u> acceptable proof).**

All documentation <u>must</u> include:

* Student's name
* Date vaccine was administered
* Facility name (i.e., clinic/hospital/pharmacy)
* Date lab results reported for titers with the results
* If labs and/or vaccinations received at a pharmacy, ask for the "student documentation" verification form(s)

☐ Texas State Issued Driver's license, or
- Texas State issued identification card, or
- I-20 compliant documents are only accepted for RN to BSN, AAS, or LVN-RN Transition Programs
- All documents must be current/unexpired

Clinical Readiness Documentation Requirements AFTER Acceptance into the Program

If accepted, students will be required to submit clinical readiness documentation as listed below. **NOTE:** Students who receive notification of program acceptance will be provided with details on how to create an account to upload clinical readiness documents in the Clinical Documentation Tracker. Alternate list students must have these clinical readiness documents immediately available if accepted into the program.

☐ Annual Flu vaccination, available August/September.
☐ Two MMR vaccines a minimum of 4 weeks apart, **or** a positive Titer (must be **MMR IgG**).
☐ Two Varicella vaccines a minimum of 4 weeks apart, **or** a positive Titer (must be **VZV Ab IgG**).
☐ Full Hepatitis B Positive Titer Lab result.
Note: For clinical purposes, a Positive Hepatitis B Surface Antibody (HBsAB) **Quantitative** Titer indicating the HBsAB level is required. A Qualitative (QUAL) Titer lab result is NOT acceptable
* If the Titer lab result is NEGATIVE (Low), please see APPENDIX A for additional requirements.

☐ Hepatitis C Screen.
☐ Tdap vaccination within the past 10 years.
☐ Tuberculosis screen (must be PPD, Chest X-Ray, or Quantiferon serological test).
* PPD results must include date administered, date read and read result including the facility name.

☐ Basic Life Support (CPR & AED) course completed within the past year.
* Only the American Heart Association and American Red Cross course is accepted.
* College of the Mainland offers American Heart Association BLS courses.
* Contact the CE-Allied Health Program at 409-933-8645 for course information or register online via the CE course schedule. **NOTE:** If there are no courses available at COM, please visit the American Heart Association or American Red Cross to find a BLS Healthcare Provider course.
* E-cards are acceptable.
* Upload both sides of the paper card.

☐ Health Insurance Card (both sides) must have full medical coverage.
☐ COVID Vaccinations (optional).
* Proof of completed Covid vaccine series, boosters encouraged

☐ Valid and unencumbered LVN License
☐ Click on the Quick Links section of the Nursing Student SharePoint.
* Download and complete the Nursing FERPA Consent to Release Student Information and upload the form in the appropriate section in the Clinical Documentation Tracker.

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COM Nursing – LVN to RN Transition Application Packet

Applicants are ranked for selection based on the following:

- Pre-requisite Courses GPA
- HESI A2 Critical Thinking Scores
- HESI A2 Scores Average (Reading, Grammar, Vocabulary, A&P, and Math)

Optional: *Upload the following optional items in the designated sections of the application to be considered for additional points.*

- Additional GEN ED courses successfully completed
  - PHIL 2306 (Intro to Ethics) or ARTS 1301 (Art Appreciation) or MUSI 1306 (Music Appreciation) completed with a grade of A
- Residency - Resides in COM district (and meets COM in district requirements)
- Educational Points - Degrees must be on file with Admissions Department / Health related Certificates uploaded within the application
  - Bachelor's Degree (or higher) or Associate's Degree in Science in the Medical Field
  - Associate's Degree
  - Medical certification must be a current, TX state-issued certification (CPR does not qualify). **Note**: A course completion certificate from an institution is not acceptable proof for consideration.
- Video Presentation
  - Length of video must ***not*** exceed five minutes. Videos longer than five minutes will ***not*** be considered
  - Audio and visual presentation must be clear, informative, and easily understood
  - All questions ***must*** be answered:
    - Tell us about a time you were required to follow a rule or policy that you did not agree with. What did you do?
    - If you realized you misunderstood an assignment's instructions and submitted it incorrectly, what would you do?
    - Describe a time when you made a mistake that had consequences. How did you handle it?
    - You notice a classmate sharing exam questions from the previous term. What would you do?
    - Tell us about a time you received critical feedback. What was your reaction, and what did you do with it?
    - Nursing school requires learning new skills quickly and adjusting based on evaluation. How do you respond when something does not come easily to you?
    - What do you think will be the most challenging rule or expectation in nursing school for you personally?
- Veterans – Honorable Discharge. Upload a copy of your DD214 to the application
- COM Collegiate High School Graduate
- Enrolled as a COM student within the past year
- Letter of Recommendation (limit 1) – Uploaded within application, ***must*** be on letterhead
  - Upload letter of recommendation that includes an institutional email of the writer of the letter for verification purposes. The letter ***must*** state:
    1. How the writer knows the applicant
    2. A working/educational relationship longer than 3 months
    3. Detailed examples of why the writer is recommending the applicant
    4. Description of the applicant's work ethic

COM Nursing – LVN to RN Transition Application Packet

LVN-RN Transition Nursing Program – For the applicants accepted into the Fall 2026 program, the *average* HESI A2 scores and *average* GPA (pre-requisite courses only) are listed below:

GPA	Reading	Grammar	Vocabulary	A & P	Math
3.46	87.33	87.60	88.53	89.07	88.40

For more information, contact:

COM Nursing Department (STEAM 225)
COM Nursing Website
Email: nursing@com.edu
Nursing Student SharePoint Site
Nursing Department Reception: 409-933-8914

College of the Mainland does not discriminate based on race, color, religion, national origin, sex, age, or disability in admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the college's compliance with the regulation implementing Title VI, Title IX, or Section 504 is directed to contact Dr. Sarah David, Director of Institutional Equity in the Administration Building (409-933-8413) or any person may also contact the Assistant Secretary for Civil Rights, US Department of Education regarding the institution's compliance with the regulations implementing Title VI, Title IX, or Section 504.

Any student who has a documented learning or physical disability and wishes to access academic accommodations under the 1973 Rehabilitation Act or the Americans with Disability Act must contact Kimberly Lachney in the student success center at 409- 933-8919 or klachney@com.edu. Community resources are available on campus in the student center for free and students can contact the office through completing the student intake form. The student must have appropriate documentation of the disability and the need for the requested accommodation on file with the Advisement Center before accommodations can be provided.

COM Nursing – LVN to RN Transition Application Packet

Important Notice to Applicants

By submitting an application to this selective admissions healthcare program, you acknowledge and understand that acceptance into the program may require you to incur additional expenses. These may include, but are not limited to, costs associated with criminal background checks, drug screenings, immunizations, health records, CPR certification, uniforms, and other program-specific requirements.

Furthermore, you acknowledge and understand that successful progression through the program requires participation in clinical rotations at affiliated healthcare facilities. These facilities may have their own compliance requirements, including but not limited to health and safety standards, background clearances, and vaccination mandates.

Acceptance into the program is provisional and contingent upon your ability to demonstrate that you can meet these clinical compliance requirements. Acceptance may be withdrawn if, upon review of your background check or other required documentation, it is determined that you are not eligible for placement at COM affiliated clinical sites.

Applicants are strongly encouraged to proactively disclose to Program Staff any personal history or circumstances, including but not limited to criminal background related issues, that may affect your eligibility for clinical placement prior to incurring any program-related expenses.

Please be aware that a criminal history may impact a student's eligibility for obtaining an occupational license, registration, or certification upon completion of a healthcare program. To avoid potential barriers, it is strongly recommended that prospective students seek a pre-ethics review or obtain guidance from the relevant licensing, registration, or certification agencies prior to applying.

You acknowledge and understand that failure to meet the requirements of our clinical affiliates may result in your inability to participate in clinical rotations and your eligibility for full admission.

COM reserves the right to rescind your provisional acceptance into the program upon a determination that your background check or other required documentation would render you ineligible for placement with our clinical affiliates.

Submission of your application indicates your understanding and acceptance of these conditions.

APPENDIX A – Negative Hepatitis B

If the Hepatitis B Titer has a NEGATIVE (LOW) lab result, students will be required to upload all the following into the Clinical Readiness Tracker.

- Proof of the initial Hepatitis B 3-shot series or 2-shot series completed prior to the negative lab.
  NOTE: The 2-shot series must specify Hepislav on the documentation to be valid.

- Proof of the NEGATIVE Hepatitis B Titer lab results.

- Proof of the Hepatitis B vaccination series being repeated.
  NOTE: The 1st vaccination in the repeated series must be uploaded no later than the clinical readiness deadline assigned if accepted.
  - The repeat vaccination series must be completed and uploaded in its entirety as scheduled by the medical physician.
  - It will then be followed up with proof of a repeated Hepatitis B Titer lab report proving immunity.
  - If the repeated Hepatitis B Titer lab report is still negative, it must be uploaded and proof of a non-converter letter from the medical physician will need to be acquired and uploaded.