

**CALIFORNIA STATE UNIVERSITY, STANISLAUS
GRADUATE STUDY IN NURSING**

Admission Requirements

- Admission to CSU Stanislaus Graduate Program.
- A Bachelor of Science degree in nursing from an accredited institution or its equivalent.
- Minimum of a 3.0 cumulative grade point average (on a 4.0 scale) in the last 60 units of undergraduate coursework. (Conditional admission is available for GPAs between 2.5 - 3.0).
- A current license to practice as a registered nurse in the state of California.
- One year full time nursing experience post initial R. N. Licensure, preferred.
- Completion within the past five (5) years of the Graduate Record Examination (GRE) www.gre.org or the Millers Analogy (MA).
- Successful completion (minimum grade of C) of an undergraduate Statistics course within the past seven years and an Introduction to Research or the equivalent. The statistics and/or research course may be taken while in the program. It must be completed prior to enrollment in the second semester research course, (NURS5020).
- Three professional letters of reference to include a current or former employer in nursing and a professor (if possible).
- Résumé with cover letter indicating professional goals and objectives for the pursuit of graduate study.
- Proof of immunization status upon admission and throughout program.
- Negative blood drug screens upon admission to the program.
- Background check and finger printing upon admission to the program.
- Current CPR Certification upon admission and maintained throughout the program.
- Professional Liability Insurance is required.

The Department of Nursing Admissions Committee takes into consideration each of the requirements related to rendering an admission decision. Applicants who do not meet all of the requirements but whose credentials reveal potential ability for master's study are reviewed on an individual basis. Applicants may be required to fulfill specific prerequisites or other conditions of admission prior to an admission decision or may be admitted on a conditional basis. Conditional admission status requires the student to meet specific requirements before full admission status is granted. Masters level courses are normally restricted to students admitted to the graduate program. With prior approval of the nursing graduate coordinator, a maximum of six semester credits of graduate core course work may be pursued prior to admission if the student has conditional admission status. Enrollment in graduate course work does not guarantee admission.

Deadline for application to the program is **November 1, 2008** for the spring semester.

Steps in Applying for Admission to the Program

1. File an application for admissions to California State University, Stanislaus through the Graduate School.
2. Apply to take the Graduate Record Examination (GRE) **or** Millers Analogy (MA). Information on the GRE and MA are available through the CSU Stanislaus Testing Center (Student Services Center, Room 202) or testing center on another campus. The GRE is administered off-campus and may be scheduled by calling 1-800-GRE-CALL (1-800-473-2255). The MA is administered on the CSU Stanislaus campus.
3. Request one (1) copies of official transcripts. One copy for all undergraduate work to be sent to the Graduate School and the other to the Nursing Department.
4. Letters of recommendation may be sent directly to the Department of Nursing, attention Graduate Coordinator.

Processing of the Completed Application

- Completed applications are reviewed and recommendations are made either to deny or to accept the application in one of two categories.
 - i. Classified Standing
 - ii. Conditionally Classified Standing
- Conditionally classified standing will indicate areas to be cleared before classified standing is given. Conditions must be met during the first semester after admission.
- Incomplete applications are not acted upon.

Requirements of the Masters in Science Degree

The program is 36 units beyond the requirements for a bachelor's degree. The University residence requirement is at least 21 units. Students may transfer up to a maximum of 9 units of prior graduate course work (both nursing and non-nursing) when evaluated and found equivalent by the graduate faculty. The transfer units **may not** have been used previously to complete another post-baccalaureate degree. The program is designed for part-time study which can be completed in six semesters of study. Longer programs of study may be arranged but must follow an approved pattern. A maximum of seven years is allowed for completion of all degree requirements according to University graduate policy, including coursework taken prior to starting the CSU Stanislaus program.

Computer Requirement

Computers have become essential to graduate education. Computers are available for student use in the CSU Stanislaus Computer Laboratory on the campus. It is suggested that you would benefit from a computer and access to internet at home.

Program of Study

Core courses are not offered every semester or every year. Students entering in a spring semester will start with core courses and then functional courses. Refer to the Education and Gerontology in Nursing curriculum roadmaps. First year and second year students will be in core courses together. Students taking six units every semester will require at least six semesters to complete the program.

Academic Advising

The Graduate Coordinator serves as the initial advisor to all students seeking admission to the program. Once admitted, a graduate faculty advisor will be appointed. Students should see their academic advisor as soon as possible after beginning the Graduate program. When the student has filed for candidacy and is ready to begin work on a project, comprehensive exam or thesis, a chairperson selected by the student in consultation with the Graduate Coordinator and Department Chairperson will be appointed to supervise the student's project, comprehensive exam, or thesis research.

Advancement to Candidacy

Upon completion of twelve (12) units of graduate level work to be applied toward the Master's Degree, a student is eligible to apply for advancement to candidacy. It is highly recommended by the faculty advisors that as many of the core courses as possible be completed in the first twelve units. Elective units from other departments may also be included in the twelve units. All work to be credited toward the degree must be completed within seven years immediately prior to graduation.

Updated 9/23/08

Candidacy is a term designating the status of a student whose program or degree has been formally approved by the Graduate Dean. Students must advance to candidacy before registering for project, comprehensive exam, or thesis. In order to become a candidate, the student must: (1) meet the above unit requirements, (2) maintain a 3.0 GPA average, and (3) file an application.

Other Sources of Information

Progression and Graduation: www.csustan.edu/commencement	667-3598
Financial Aid: www.csustan.edu/financialaid	667-3363
Graduate Record Examination: Contact The Graduate School	667-3129
Transcripts: Contact Enrollment Services	667-3264
Visa and Work Permits: Contact the International Program	667-3791
The Graduate School: www.csustan.edu/grad/	667-3129
CSU Stanislaus Writing Center: www.csustan.edu/writingcenter	667-3465

Required Forms

Changing from “Conditionally Classified to “Classified” Standing: Students who are admitted as conditionally classified students must apply for classified standing after the “conditions” on the “Graduate Admissions Recommendation Form” have been met. An “Application for Classification in a Master’s Degree Program may be obtained from the Graduate School.

Advancement to Candidacy: An application for advancement to candidacy must be filed with the graduate studies office not less than four weeks prior to the beginning of the semester during which the student expects to register for a project, comprehensive exam, or thesis. Students will not be permitted to add a project, comprehensive exam, or thesis, without an approved advancement on file in the Graduate School.

Application for Graduation: Students should apply for graduation by the scheduled deadline in the semester prior to graduation. Students may participate in May graduation exercises prior to completion of the project, comprehensive exam, or thesis. However, the diploma is issued after completion of the culminating work. Degrees are conferred in Summer, Fall, Winter, and Spring terms.

Repeat Petition: If it is necessary to repeat a required course, a petition must be approved prior to retaking the course.

Deviations from Regular Procedure: Students who a) wish to change the information on their Advancement to Candidacy or Graduation Application form after these documents have been processed; b) request an exception to the seven (7) year requirement for completion of the program; or c) otherwise need to request a deviation from regular procedure must file a “Student Petition for Exception to University-Wide Requirements”.

Updated 9/23/08

Extension of Seven Year Completion Deadline: Students who have maintained currency in a field and original course work was completed over seven years before the anticipated date of completing the master's degree can file a petition to request an extension of the seven year limit. The student must also have a faculty person who currently teaches the content certify currency.

Protection of Human Subjects: Students who plan to complete a thesis which involves the use of human subjects must file an "Application for the University Review Board for the Protection of Human Subjects." See the CSU Stanislaus University Institutional Review Board (UIRB) web site <http://www.csustan.edu/UIRB> for forms.

Note: All forms mentioned in this section are available in the Graduate Studies Office and/or CSU Stanislaus web-site.

HEALTH REQUIREMENTS FOR GRADUATE NURSING PROGRAM

Students entering the Graduate Nursing Program are required to have documentation of immunization status. This can be done at the Student Health Center for a nominal fee, or by a private health care provider.

1. Tuberculosis Screening Program

A negative 2-step TB test in the past 3 months is required. Tine tests are not acceptable. Students with a history of positive PPD need to have had a negative chest x-ray within the past 2 years and a yearly letter from a health care provider reporting absence of symptoms. A negative 2-step tuberculosis skin test is required upon entrance to the program; a routine negative TB skin test is required at the start of each subsequent year and prior to graduation. Students with a positive reaction will require a chest x-ray and evaluation by a health care provider.

2. Rubella/Measles and Tetanus Immunization

Students born **on or after** January 1, 1957, must provide proof of immunity to **measles and rubella** by immunization (one dose of measles vaccine) or a positive antibody titer.

Individuals who received immunization for MMR between 1963 and 1967, or received immunization prior to 12 months of age, are considered unvaccinated and must receive two MMRs, one month apart.

3. Diphtheria-Tetanus

Current immunization required with evidence of booster given within the past ten (10) years.

4. Polio

Proof of immunization against polio must be documented by immunization records and/or a statement from a private health care provider. Immunization must consist of three (3) oral and/or injectable polio vaccines. A booster is required if third dose was given prior to the fourth birthday.

4. Hepatitis B

The Department also requires immunization for Hepatitis B upon entry into the program. This may be arranged through the student's private insurance carrier or through the Student Health Center for an additional fee.

NO STUDENT WILL BE ALLOWED TO ENTER A CLINICAL AREA AS PART OF THEIR COURSE REQUIREMENTS WITHOUT A HEALTH CLEARANCE.

STUDENTS SHOULD NOT RECEIVE ANY IMMUNIZATION UNTIL THEY HAVE HAD A PPD (Tuberculosis Screening). Immunizations and PPD may be given together, but immunizations cannot be given before PPD. Recently administered live virus vaccines can cause false negative PPD results.

ADDITIONAL ADMISSION REQUIREMENTS

Negative Drug and Blood Alcohol Screens

Negative drug and alcohol screens are required before entry to the Department of Nursing. The cost is assumed by the student. Documentation of the negative screens must be submitted to the Department of Nursing before the start of classes. Medications prescribed by an authorized health provider are not considered to constitute a positive drug screen. The Romeo Clinic located at 1801 Colorado Avenue, Ste#130, Turlock, CA (209) 216-3333, will perform the drug screen. Results are confidential and are available only to the Department of Nursing. The Department is required to notify our service partners once students are cleared.

Background Check

A background check is required for all students. The responsibility of obtaining and paying for the criminal background check rests with the student. An independent agency will perform the background check and results will be made available to healthcare agencies which accept our students. The Department of Nursing works with agencies to identify the types of prior convictions that would exclude a student from agency placement. A conviction or act shall be considered to be substantially related to the qualifications, functions, or duties of a student if to a substantial degree it evidences the present or potential unfitness of the student to perform in a manner consistent with the public health, safety, or welfare.

Fingerprinting

Fingerprinting is required for all students. The responsibility of obtaining and paying for fingerprinting rests with the student. The CSU Stanislaus University Police Department (UPD) will perform the fingerprinting and results will be made available to healthcare agencies which accept our students. The Department of Nursing works with agencies to identify the types of prior convictions that would exclude a student from agency placement. A conviction or act shall be considered to be substantially related to the qualifications, functions, or duties of a student if to a substantial degree it evidences the

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present or potential unfitness of the student to perform in a manner consistent with the public health, safety, or welfare.

CSU Stanislaus maintains a comprehensive automated (Livescan) fingerprint clearance program operated at the University Police Department (UPD). Once a CSU Stanislaus student or employee has been fingerprinted the UPD will receive criminal history responses as well as any subsequent arrest and/or conviction information from the Department of Justice and FBI when applicable. Information regarding the individual is forwarded to the UPD for the duration of the student or employees uninterrupted association with the university.

Livescan fingerprint application forms are provided by the UPD. Individuals needing to be fingerprinted shall have in their possession photo identification and pay the appropriate fee. For more information call the UPD at 209/667-3114.

Current RN License

Bring or mail a copy of your RN license to the Department of Nursing prior to beginning classes.

Failure to comply with Department of Nursing Policies regarding health requirements, drug screening, background checks, and fingerprinting will result in students' not being allowed to progress in the Graduate Program. Evidence of adherence to these requirements must be submitted to the nursing department each year.