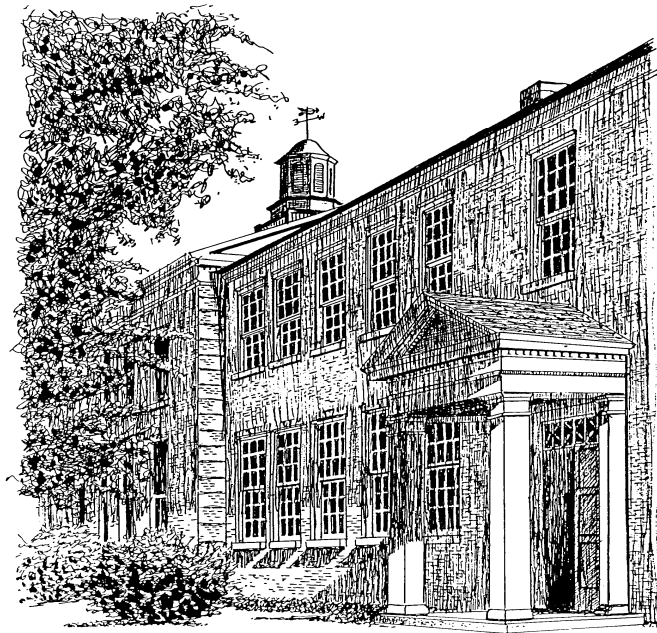


**EAST STROUDSBURG UNIVERSITY
of
PENNSYLVANIA**

DEPARTMENT OF NURSING



Bachelor of Science Program


STUDENT HANDBOOK

2008-2009

EAST STROUDSBURG UNIVERSITY of PENNSYLVANIA

**Accreditation, Approval, and Memberships
of the Department of Nursing**

- Accredited by the National League for Nursing Accrediting Commission, 61 Broadway, New York, NY 10006; (212)363-5555, Ext. 153, a specialized accrediting agency recognized by the U.S. Secretary of Education
- Approved by the Pennsylvania State Board of Nursing
- Member of the Nursing Education Consortium of Northeastern Pennsylvania
- Member of the Pennsylvania Higher Education Nursing Schools Association (PHENSA)
- Xi Beta Chapter of Sigma Theta Tau, International Nursing Honor Society chartered April 1994
- Member of the National Nursing Centers Consortium (NNCC)



Nursing is an art;
and if it is to be made an art,
it requires as exclusive a devotion,
as hard a preparation,
as any painter's or sculptor's work.

For what is the having to do
with dead canvas or cold marble,
compared with having to do
with the living body --
the temple of God's spirit?

It is one of the Fine Arts;
I had almost said
the finest
of the Fine Arts.

-Florence Nightingale



DEPARTMENT OF NURSING

STUDENT HANDBOOK

BACHELOR OF SCIENCE WITH A MAJOR IN NURSING

**PREPARED BY
THE DEPARTMENT OF NURSING
EAST STROUDSBURG UNIVERSITY
OF
PENNSYLVANIA
EAST STROUDSBURG, PA 18301**

Phone: (570) 422-3474

**SUZANNE PRESTOY, PhD, RN
CHAIRPERSON
ASSOCIATE PROFESSOR OF NURSING**

REVISED JULY 2008

The provisions of this handbook are not to be regarded as an irrevocable contract between the students and the Department. The Department of Nursing reserves the right to change any provisions or requirements at any time within the student's term of attendance. Students will be notified of any changes in this Handbook. Changes in this Handbook will not be retroactively required, unless there are mandated changes in professional certification, licensure standards or affiliating agency contract requirements.

Notice of Nondiscrimination

East Stroudsburg University of Pennsylvania does not discriminate on the basis of race, color, national origin, sex, disability, religion, veteran status, or age in its programs and activities in accordance with state and federal laws. The following person has been designated to handle inquiries regarding this policy: Director of Diversity/Ombudsperson, 115 Reibman Building, 200 Prospect St., East Stroudsburg, PA 18301, (570) 422-3656.



Fall Semester 2008

Dear East Stroudsburg Nursing Student:

On behalf of the Nursing Department Team, it is my distinct pleasure to welcome you to the Nursing Program. We are committed to making your experience at ESU successful. The Nursing Department Professors, Secretary and Student Nurse Association leaders are all available to assist you as you progress through the program.

Please review this Student Handbook. It contains important information regarding academic and clinical expectations, student resources, and scholarship opportunities. Students are required to be familiar with the content of the Student Handbook, and are held accountable for adhering to the standards and policies. Since we look forward to your active participation in the ESU learning experience, we also encourage your thoughtful comments about the Nursing program, and this handbook.

You are entering a challenging and exciting profession. We feel privileged that you are beginning that journey with us at East Stroudsburg University.

My very best wishes for your successful student experience.

Sincerely,

Suzanne Prestoy, PhD, RN
Associate Professor & Chairperson

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SECTION I

STRUCTURE AND GOVERNANCE

A. Mission Statements

B. Organizational Structure and Governance

A. MISSION STATEMENTS

1. EAST STROUDSBURG UNIVERSITY MISSION AND OBJECTIVES

EAST STROUDSBURG UNIVERSITY MISSION

East Stroudsburg University of Pennsylvania will provide:

- challenging and contemporary undergraduate and graduate curricula that engage and equip students to critically appraise and apply knowledge in their lives and chosen fields of study
- a learning community that promotes diversity and views teaching as the university's primary focus
- varied opportunities for student and faculty research, creative endeavors and involvement in public service
- leadership and service in the educational, cultural and economic development of the region.

Values Statement

We are committed to the principles of intellectual integrity, freedom of expression, the fair and equal treatment of all, good citizenship, environmental stewardship, and accountability for our actions and the resources entrusted to us.

2. COLLEGE OF HEALTH SCIENCES MISSION

The mission of the College of Health Sciences is to provide opportunities for undergraduate and graduate students to develop knowledge and skills in the disciplines of health education, movement studies and exercise science, nursing, public health, safety and speech pathology and audiology. The mission is in response to the nation's concern for healthy persons and healthy communities and to students interested in careers in health and human performance areas.

3. DEPARTMENTAL MISSION STATEMENT

The Department of Nursing will provide the educational preparation for the baccalaureate graduate to succeed as a competent professional nurse in a rapidly changing global society with complex health care needs. This educational preparation recognizes person-centered care as the central focus of nursing which includes the roles of the nurse as practitioner, teacher, scholar and leader.

The Department of Nursing will provide a dynamic teaching-learning climate which is conducive to life-long learning, fosters the spirit of inquiry and provides learning experiences that facilitate personal growth and promote cultural sensitivity, ethical decision-making and involvement in community service learning. The faculty is committed to an academic environment of honesty, responsibility, accountability, and integrity.

Reviewed 7/30/99; 5/11/00; 5/22/0; 4/12/05; 7/10/08

B. ORGANIZATIONAL STRUCTURE AND GOVERNANCE

1. ORGANIZATION OF EAST STROUDSBURG UNIVERSITY

Faculty participation in the governance of East Stroudsburg University is described in the Collective Bargaining Agreement document between the Association of Pennsylvania State Colleges and University Faculties (APSCUF) and the State System of Higher Education (SSHE). Utilizing a committee structure, the University attempts to provide an environment in which there is open communication between faculty, students and administration on matters relating to the governance of the institution.

The Student Senate serves as the official voice of the student body at East Stroudsburg University. All students are encouraged to participate in and attend meetings of the following working committees of the Student Senate: Academic Affairs, Budget, Community Affairs, Elections and Publicity, Extra-Curricular Affairs, Student Affairs, Executive Officers and Student Senators.

The organizational structure of the University can be found in the Appendix.

Revised 8/99; Reviewed 5/11/00; 5/22/01; 5/29/07; 7/10/08

2. ORGANIZATION OF THE COLLEGE OF HEALTH SCIENCES

The Department of Nursing is one of seven Departments that make up the College of Health Sciences. The other six Departments are Health, Speech Language Pathology, Athletic Training, Exercise Science, Movement Activities and Lifetime Fitness, and Physical Education.

According the July 1, 2007 to June 30, 2011 Collective Bargaining Agreement (Article 6, section A1, A2 and A3) each Department has an elected Chairperson who:

“directs the activities of the department, subject to the approval of the Dean/Director. He/she is responsible to the Dean/Director for the development of departmental plans, guidelines and internal office operation; he/she directs the department’s administrative organization and may delegate authority and assign responsibility as appropriate; and he/she represents the academic discipline both on and off campus either personally or by designation of departmental representatives.

“The department chairperson is also responsible for recommending to the Dean/Director such matters as personnel actions, curricular changes, course offerings, teaching assignments and the department budget.

“In all phases of department affairs, the chairperson should be sensitive to and reflect, but not be restricted to, majority department faculty sentiment.”

Revised 8/99; Reviewed 5/11/00; 5/22/01; Revised 7/10/08

3. ORGANIZATION OF THE NURSING DEPARTMENT

The Chairperson is the chief administrator of the nursing unit and reports to the Dean of College of Health Sciences. Clinical agencies and the Nursing Advisory Council provide community input to the Chairperson on a regularly scheduled basis.

With input from students, the faculty organization is operationalized through four Departmental Committees including: Admission, Progression, and Graduation; Curriculum; Peer Evaluation and Tenure; and Program Evaluation. The individual Committees report their appropriate observations and/or recommendations to the faculty as a whole. Conversely, the faculty as a whole frequently refers complex issues to the appropriate committee for study and recommended course of action. See the Appendix for a list of nursing faculty and the organizational structure of the Department of Nursing. As reflected in the Departmental Bylaws, students are formally included on Departmental Committees.

Revised 7/30/99; Reviewed 5/11/00; 5/22/01; 7/27/04; 7/10/08

SECTION II

BACCALAUREATE PROGRAM OF STUDY

- A. Curriculum
- B. Bachelor of Science Degree Requirements
- C. University Requirements
- D. Additional Learning Opportunities

BACCALAUREATE PROGRAM

A. CURRICULUM

1. DEPARTMENTAL PHILOSOPHY

The faculty of the East Stroudsburg University Department of Nursing believe that the central focus of the practice of nursing is client-centered caring, which helps promote, maintain, and/or restore maximum health.

The faculty believe that professional nursing continually responds to the changing health needs of society. Nurses' roles will continue to evolve toward more complex, interdependent and independent levels of practice. As nursing theory and research continue to develop, and as society continues to change, professional nursing will provide leadership and service in the health care field. Social, political and legal forces, as well as new consumer demands, call for greater responsibility and accountability on the part of the profession of nursing and the individual practitioner. Accountability includes not only direct client- nurse interaction but also accountability for quality and cost of health care, and accountability for health policy development and implementation.

We believe that outcomes-based education is important in preparing nurses to assume evolving responsibilities and to function collaboratively with other health disciplines. Quality is maintained through continual program evaluation. Competence in affective, cognitive and, psychomotor skills is essential in the educational program to prepare today's nurses to assume a role in defining the realm of professional nursing practice for the future.

In order to prepare this nurse, knowledge is essential relative to persons, environment, health, and professional nursing. The nursing faculty at East Stroudsburg University believe that:

(1) Persons are holistic, influenced by the interaction of biological, psychosocial, cultural and spiritual processes. Persons are open systems, interacting with external, and within internal environments. We believe that persons across the life span have the capacity for growth, development, and increased complexity. A person is viewed as self-directed, goal-oriented and accountable.

(2) Environment is a space composed of parts which are growing, developing and changing. These parts are matter, energy and ideas. There exist both internal and external environments. The internal environment is composed of the interacting parts of a system, and all that is external to its boundary is defined as the external environment. Communication is the process by which ideas, matter and energy are exchanged within and between internal and external environments. Perception of internal and external environments is unique, influenced by culturally diverse beliefs, values and past experiences for each person, group or community.

(3) Health is a dynamic process in the life cycle of a person, implying continuous interaction with the internal and external environments. Health is perceived differently by each person or group, according to values and belief systems. Optimum health incorporates a client's right and responsibility to self-care, and requires the use of energy and resources to achieve maximum potential for daily living. Health problems exist when there are disturbances in physiological, psychosocial and/or spiritual integrity. Health and health problems may coexist in persons as individuals or collectively, as groups.

(4) Nursing is the therapeutic use of self, scientific knowledge, research and skills directed toward promotion and maintenance of optimum health. The practice of professional nursing includes caring, competence, commitment, collaboration, accountability, autonomy and self-regulation. The professional nurse is a person who has a foundation in the arts and sciences as well as the discipline of nursing from an institution of higher learning, and who has been socialized into the profession of nursing. The professional nurse is skilled in the use of communication and critical thinking to intervene therapeutically through the interpersonal process. The nurse bases actions on standards of practice and contributes to professional societies and organizations. The role of the nurse as educator, researcher, provider of care, advocate, manager, and leader is operationalized through the nursing process which emphasizes caring, communication, and critical thinking.

The faculty believe that learning is a dynamic and life-long process which is achieved by active, direct participation in learning in didactic, experiential, and service learning situations. Learning is the acquisition, internalization, and incorporation of knowledge, skills, and attitudes through the use of problem solving, critical thinking, and creative thinking. Learning results in the development of insight and behavioral change.

We believe that the teaching-learning relationship between nursing faculty and each student is reciprocal. Faculty are responsible for providing a climate conducive to life-long learning, fostering the spirit of inquiry, and providing learning experiences that facilitate personal and professional growth. We believe that a diverse student and faculty population enhances opportunities for learning. Faculty are knowledgeable in their respective fields, serve as professional role models, and are expected to maintain expertise through scholarly activities and service.

Nursing student-learners have the responsibility to participate in the learning process by demonstrating abilities to collaborate with others and to become increasingly goal-oriented and self-directed in their pursuit of the knowledge and skills of the professional nurse.

Revised 7/30/99; 2/21/00; Reviewed 5/11/00; 5/22/01; 7/27/04;7/10/08

2. EXPLANATION OF THE CONCEPTUAL FRAMEWORK OF THE DEPARTMENT OF NURSING

The conceptual framework of the curriculum is derived from the mission and philosophy of the baccalaureate program in nursing at East Stroudsburg University.

The program's philosophy is operationalized through the major concepts of person, environment, health and nursing. These concepts are interrelated through the program's perspective of systems theory. The program's systems theory perspective reflects the following theorists: M. Rogers, L. von Bertalanffy, I. King, C. Roy, M. Newman, and R. Parse.

The Department of Nursing's systems theory perspective expresses the following ideas:

1. Openness of boundaries, permitting exchanges within and among persons and their environments.
2. Influence of parts upon the whole, and of whole systems upon the parts.
3. Patterns, which enable function and health status to be identified.
4. Change in pattern and organization, over time, through interactions in internal and external environments.
5. Exchange of matter, energy and/or ideas.
6. Goal-directedness; purposiveness.
7. Increasing complexity; development through increased interactions.

The systems theory perspective assumes that persons and their relationships are the central focus of nursing. This perspective explains how persons change and evolve as they interact with their environments over time. Health and health problems are recognized as patterns reflecting the nature of these relationships within persons and between persons and their environments.

From the interrelationships among the four concepts of person, environment, health and nursing, the following eleven subconcepts emerge, which are developed throughout the curriculum: individual, family, community, caring, communication, critical thinking, leadership/management, optimum health, health problems, internal environment and external environment.

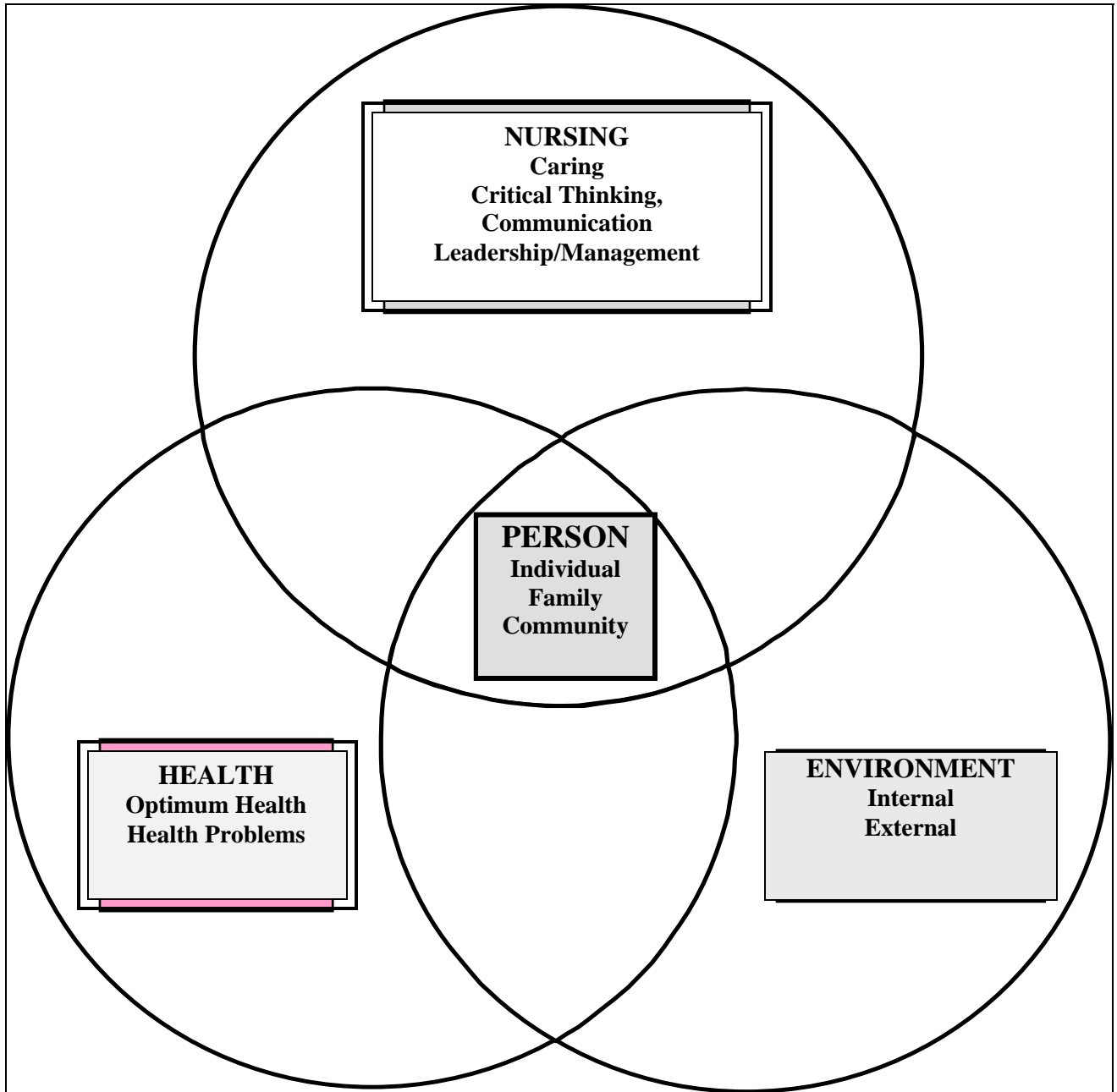
Approved 8/13/99; Reviewed 5/11/00; 5/22/01;7/10/08

The dynamic interaction among the program's concepts and subconcepts, which are viewed as a unified whole, is illustrated in the conceptual model on pg. 15.

The Conceptual Framework, which illustrates the major theoretical formulations that are used in presenting content regarding the concepts in the curriculum, is depicted on pg. 16.

Approved 7/30/99; Reviewed 5/11/00; 5/22/01;7/10/08

EAST STROUDSBURG UNIVERSITY
DEPARTMENT OF NURSING
CONCEPTUAL MODEL OF THE BACCALAUREATE CURRICULUM



Approved 7/30/99; Reviewed 5/11/00; 5/22/01; 7/10/08

CONCEPTUAL FRAMEWORK

CONCEPT	SUBCONCEPT	THEORETICAL FOUNDATIONS
Person	Individual Family Community	Developmental Theory (Erikson, Kohlberg, Piaget, Maslow) Family Theory (Duvall, Friedman) Interpersonal Process (Travelbee, Peplau) Philosophical Model Spirituality (Reed, Fowler, Frankl) Natural Science Models Humanities Models Betty Neuman's Systems Model
Nursing	Caring Communication Critical Thinking Leadership/ Management	Theory of Human Care (Watson) Culture Care Theory (Leininger) Self Care Theory (Orem) Professional Standards of Practice Therapeutic Interventions Ethics Peplau, Travelbee Teaching Learning Theory Alfaro-Lefevre Nursing Process Clinical Decision Making Research Utilization Evidence-based Practice Leadership Theory (Transformational/Transactional) Change Theory (Lewin) Case Management
Health	Optimum Health Health Problems	M. Newman Health Belief Model (Rosenstock) Health Promotion (Pender) Stress and Coping Theory General Adaptation Syndrome Crisis Theory (Rubin Hill, Caplan) Pathophysiologic Models Levels of Prevention (Leavell and Clark) Functional Health Patterns (Gordon)
Environment	Internal External	Environmental Theory (Nightingale) Natural Science Models Social Science Models Group Process Theory Humanities Models

Approved 7/30/99; Reviewed 5/11/00; 5/22/01; 9/05; 7/10/08

3. LEVEL OBJECTIVES AND PROGRAM OUTCOMES

ENTRY LEVEL OBJECTIVES (At the beginning of the Junior Level)

The student will:

1. Describe relationships between scientific knowledge from the natural sciences, social sciences and the humanities as a foundation for the Nursing profession.
Method of evaluation: Grade of “C” or above is required in all pre-requisite and nursing courses, and the Cumulative Point Average must be consistent with our academic progression criteria.
(See Undergraduate Catalog.)
2. Explain the importance of verbal, non-verbal and interpersonal communication skills essential to the to the development of a professional role.
Method of evaluation: Grade of “C” or above is required in all pre-requisite and nursing courses, and the Cumulative Point Average must be consistent with our academic progression criteria.
(See Undergraduate Catalog.)
3. Describe critical thinking as it relates to the problem-solving process.
Method of evaluation: Grade of “C” or above is required in all pre-requisite and nursing courses, and the Cumulative Point Average must be consistent with our academic progression criteria.
(See Undergraduate Catalog.)

INTERMEDIATE LEVEL OBJECTIVES (At the end of the Junior Level)

The student will:

1. Apply critical thinking skills in the assessment, diagnosis, planning, intervention and the evaluation phases of client care.
Method of evaluation: Passing grade in all Junior level nursing courses.
2. Apply a variety of effective communication skills in caring for clients and in collaboration with others.
Method of evaluation: Passing grade in all Junior level nursing courses.
3. Demonstrate the performance of selected therapeutic nursing interventions.
Method of evaluation: Passing grade in all Junior level nursing courses.
4. Analyze selected legal and ethical concepts in nursing practice.
Method of evaluation: Passing grade in all Junior nursing courses.
5. Apply selected leadership/management concepts in the delivery of client-centered care.
Method of evaluation: Passing grade in all Junior level nursing courses.
6. Use scientific knowledge, theory, principles and the findings of research to promote optimal client outcomes.
Method of evaluation: Passing grade in all Junior level nursing courses.
7. Demonstrate responsibility and accountability in the practice of nursing.
Method of evaluation: Passing grade in all Junior level nursing courses.

8. Demonstrate cultural awareness in planning and providing nursing care.
Method of evaluation: Passing grade in all Junior level nursing courses.
9. Demonstrate a continuing self-awareness and professional development.
Method of evaluation: Passing grade in all Junior level nursing course.
10. Achieves a passing score on mid-curricular achievement testing.
Method of evaluation: Passing grade of 850 or better on HESI test.

PROGRAM OUTCOMES (At the end of the Program)

The graduate will:

1. Appraise critical thinking skills in the assessment, diagnosis, planning, intervention and the evaluation phases of client care.
Program Benchmark: 90% of graduates will achieve a passing score on the HESI Exit Exam.
2. Integrate a variety of communication skills in caring for clients and in collaboration with others.
Program Benchmark: 90% of graduates will achieve a passing score on the HESI Exit Exam.
3. Demonstrate the ability to perform selected therapeutic nursing interventions independently.
Program Benchmark: 90% of graduates will achieve a passing score on the HESI Exit Exam.
4. Integrate selected legal and ethical concepts in nursing practice.
Method of evaluation: A passing grade in all Senior level nursing courses.
5. Integrate selected leadership/management skills in the delivery of client-centered care.
Program Benchmark: 90% of graduates will achieve a passing score on the HESI Exit Exam.
6. Evaluate scientific knowledge, theory, principles and the findings of research in making professional practice decisions.
Method of evaluation: A passing grade in all Senior level nursing courses.
7. Actualize a commitment to continued professional responsibility and accountability in the provision of nursing practice.
Program Benchmark: 20% of graduates will pursue certifications and masters degrees as reported on the 1-year and 5-year graduate surveys.
8. Integrate cultural awareness in planning and provision of nursing care.
Method of evaluation: A passing grade in all Senior level nursing courses.
9. Integrate a self-awareness and professional development in the provision of nursing care.
Program Benchmark: 20% of graduates will pursue certifications and masters degrees as reported on the 1-year and 5-year graduate surveys.

Approved 9/7/99; Revised 9/28/99; Reviewed 5/11/00; Revised 10/31/00; 5/22/01; 5/21/02; 7/27/04; 9/13/05; 7/10/08

4. DEFINITION OF TERMS

a. **Caring**- Professional nursing care involves cognitively and culturally learned humanistic and scientific modes of helping an individual, family or community reach their optimal health potential.

b. **Communication**- A dynamic interactive process which enables participants to assimilate, formulate and convey perceptions, thoughts and feelings. It includes verbal and non-verbal interactions between two or more participants as well as various means of conveying messages, i.e. oral, written, informatic technology. Communication is intrapersonal, transpersonal and interpersonal. Through communication, the nurse makes inferences, develops hypotheses and takes action as to the nature and meaning of the client response and coping.

c. **Community**- A locality-based entity, composed of interdependent systems reflecting societal institutions, informal groups, and aggregates, and whose function or expressed intent is to meet a wide variety of collective needs (Stanhope & Lancaster, 1994)

d. **Critical Thinking**- The process of purposeful self-regulatory judgment.

e. **Cultural Diversity**- Variety in terms of nationality, creed, race, gender, age, sexual orientation, economics, social class, religion, education, geographic location and family structure. (Stanford Geriatric Education Center, 1996)

f. **Family**- “A system comprised of two or more interdependent members which, through a bond, give definition, identity and support to one another. It serves as a mediator between the needs of the members, and the influences of environmental exchange.” (Friedman, 1992)

g. **Leadership**- The ability to influence others and to undertake actions to attain desired goals. Leadership encourages openness to creative solutions, which will bring about effective change by generating enthusiasm.

h. **Management**- The maintenance of existing structures and procedures. Management tasks include planning, organizing, directing and controlling available resources in order to provide the most effective care possible to clients, families and communities.

i. **Therapeutic Nursing Interventions**- The response of the nurse to the client’s health care needs and nursing diagnoses. This intervention is based on scientific rationale and clinical judgment. The nurse responds in a caring, compassionate, timely manner to benefit the client, relieve suffering and/or provide comfort. This intervention is performed independently or interdependently.

Revised 7/30/99; Reviewed 5/11/00; 5/22/01; 5/21/02; 7/10/08

B. BACCALAUREATE DEGREE REQUIREMENTS

1. Bachelor of Science Degree (BS)

The Department of Nursing offers a program of study leading to the Bachelor of Science degree and is accredited by the National League for Nursing Accrediting Commission, 61 Broadway, New York, New York, and the Pennsylvania State Board of Nursing, Harrisburg, Pennsylvania. East Stroudsburg University is also accredited by the Commission of Higher Education of the Middle States Association of Colleges and Schools. The program involves a foundation of liberal education with basic preparation in professional nursing. In addition to credits that are earned in residence at East Stroudsburg University, credits may be awarded through the transfer process and/or advanced placement (East Stroudsburg University Undergraduate Catalog, Department of Nursing Student Handbook.)

The last 32 credits must be taken at East Stroudsburg University unless a waiver is granted. Credits earned through advanced placement or “credit by examination” do not qualify for these 32 semester hours.

Reviewed 7/23/99; 5/11/00; Revised 7/22/03; 7/27/04; 7/10/08

2. There are three categories of students enrolled in the Bachelor of Science Program: generic, registered nurse (RN) and licensed practical nurse (LPN). Generic students are those who are not registered nurses or licensed practical nurses (freshman students, internal and external transfer students and second degree students.) A typical curriculum plan for each category of student follows on the next 3 pages.

EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA
Department of Nursing
BACHELOR OF SCIENCE WITH A MAJOR IN NURSING

FALL		SPRING	
	SH		SH
FRESHMAN YEAR			
BIOL 111 Human Anatomy and Physiology I	4	BIOL 112 Human Anatomy and Physiology II	4
PSY 100 General Psychology	3	PSY 225 Lifespan Developmental Psychology	3
NURS 101 Nursing Seminar	1	ENGL 103 English Composition	3
ELEC Elective (General Education)	3	ELEC Elective (General Education)	3
ELEC Elective (General Education)	3	FIT Fitness Activity Course	1
FIT Fitness Activity Course	1		
Subtotal = 15		Subtotal = 14	
SOPHOMORE YEAR			
NURS 102 Concepts of Professional Nursing	3	MATH 110 General Statistics	3
NURS 201 Health Assessment (lecture)	2	NURS 301 Nutrition & Diet Therapy	3
NURS 202 Health Assessment (lab)	1	CHEM 115 Chemistry M&L	3
BIOL 424 Mechanisms of Disease	3	CHEM 117 Chemistry M&L Lab	1
BIOL 461 Mechanisms of Disease Lab*	1	ELEC Elective (General Education)	3
CMST 111 Speech Communication	3	ELEC Elective (General Education)	3
SOC 111 Intro to Sociology	3		
Subtotal = 16		Subtotal = 16	
JUNIOR YEAR			
NURS 302 Intro Community Health Nursing	2	NURS 307 Nursing Research	3
NURS 304 Gerontological Nursing	2	NURS 308 Pharmacology	3
NURS 320 Intro to Nursing Practice	5	NURS 321 Nursing Care Childbearing Family	5
ELEC Elective (General Education)	3	NURS 322 Nursing Care Children, Adol & Fam	5
ELEC Elective (General Education)	3		
Subtotal = 15		Subtotal = 16	
SENIOR YEAR			
NURS 421 Adult Health I	6	NURS 400 Senior Seminar	1
NURS 422 Adult Health II	6	NURS 423 Psychiatric-Mental Health Nursing	5
ELEC Elective (General Education)	3	NURS 424 Community Health Nursing	5
		NURS 481 Senior Internship	2
Subtotal = 15		Subtotal = 13	
		TOTAL CREDITS = 120	

*Not required for students who transfer a microbiology course.

Prospective students should note that there are restrictions on Licensure due to felony convictions related to controlled substances. For additional information, please contact the Nursing Department at (570) 422-3474.

TIME LIMIT FOR COMPLETING THE PROGRAM OF STUDY - All requirements for the degree in the nursing program must be completed within seven years from the date students begin their studies.

Exceptions to this requirement may be approved by the department if extenuating circumstances exist.

I have received a copy of this "Curriculum Plan" of the ESU Nursing Program. I have read and understand the plan, and agree to follow it during my enrollment in the ESU Nursing Program.

I have also read the reverse side and understand the Substance Abuse Policy.

Student's Signature _____ Date _____

EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA
Department of Nursing
LPN to BACHELOR OF SCIENCE WITH A MAJOR IN NURSING

FALL		SPRING	
	SH		SH
FRESHMAN YEAR			
BIOL 111 Human Anatomy and Physiology I	4	BIOL 112 Human Anatomy and Physiology II	4
PSY 100 General Psychology	3	PSY 225 Lifespan Developmental Psychology	3
ELEC Elective (General Education)	3	ENGL 103 English Composition	3
ELEC Elective (Free Elective)	3	ELEC Elective (General Education)	3
FIT Fitness Activity Course	1	FIT Fitness Activity Course	1
Subtotal =		Subtotal =	
14		14	
SOPHOMORE YEAR			
NURS 102 Concepts of Professional Nursing	3	MATH 110 General Statistics	3
CMST 111 Speech Communication	3	NURS 301 Nutrition & Diet Therapy	3
SOC 111 Intro to Sociology	3	CHEM 115 Chemistry M&L	3
BIOL 424 Mechanisms of Disease	3	CHEM 117 Chemistry M&L Lab	1
BIOL 461 Mechanisms of Disease Lab ♦	1	ELEC Elective (General Education)	3
ELEC Elective (General Education)	3	ELEC Elective (General Education)	3
Subtotal =		Subtotal =	
16		16	
JUNIOR YEAR			
NURS 302 Intro Community Health Nursing	2	NURS 307 Nursing Research	3
NURS 304 Gerontological Nursing	2	NURS 308 Pharmacology	3
NURS 320 Intro to Nursing Practice *	5	NURS 321 Nursing Care of Childbearing Family *	5
NURS 201 Health Assessment (lecture)	2	NURS 322 Nursing Care of Child., Adol., & Fam. *	5
NURS 202 Health Assessment (lab)	1		
ELEC Elective (General Education)	3		
Subtotal =		Subtotal =	
15		16	
SUMMER			
NURS 323 Nursing in Transition I **	3		
NURS 324 Nursing in Transition II ***	3		
Subtotal =			
6			
SENIOR YEAR			
NURS 421 Adult Health Nursing I *	6	NURS 400 Senior Seminar	1
NURS 422 Adult Health Nursing II *	6	NURS 423 Psychiatric-Mental Health Nursing	5
ELEC Elective (General Education)	3	NURS 424 Community Health Nursing in Practice	5
		NURS 481 Senior Internship	2
Subtotal =		Subtotal =	
15		13	
		TOTAL CREDITS =	
		126	

♦ Not required for students who transfer a microbiology course. * Courses may be waived through testing.

** Course taken if NURS 321 & NURS 322 have been waived through testing, otherwise NURS 321 &/or NURS 322 must be taken.

*** Course taken if NURS 421 & NURS 422 have been waived through testing, otherwise NURS 421 &/or NURS 422 must be taken.

Prospective students should note that there are restrictions on Licensure due to felony convictions related to controlled substances. For additional information, please contact the Department of Nursing at (570) 422-3474.

TIME LIMIT FOR COMPLETING THE PROGRAM OF STUDY - All requirements for the degree in the nursing program must be completed within seven years from the date students begin their studies. Exceptions to this requirement may be approved by the department if extenuating circumstances exist.

Student's Signature _____ Date _____

Effective 9/98; Reviewed 7/23/99; Revised 11/19/99; 7/27/04; Reviewed 5/11/0; 5/21/01; 7/27/04; 6/07; 7/10/08

EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA
Department of Nursing
RN TO BACHELOR OF SCIENCE WITH A MAJOR IN NURSING

FALL		SPRING		
		SH	SH	
FRESHMAN YEAR				
BIOL 111 Human Anatomy and Physiology I	4	BIOL 112 Human Anatomy and Physiology II	4	
PSY 100 General Psychology	3	PSY 225 Lifespan Developmental Psychology	3	
ELEC Elective (General Education)	3	ENGL 103 English Composition	3	
ELEC Elective (Free Elective)	1	ELEC Elective (General Education)	3	
FIT Fitness Activity Course	1	FIT Fitness Activity Course	1	
Subtotal =		12	Subtotal =	
		14		
SOPHOMORE YEAR				
CMST 111 Speech Communication	3	MATH 110 General Statistics	3	
SOC 111 Intro to Sociology	3	NURS 301 Nutrition & Diet Therapy	3	
BIOL 424 Mechanisms of Disease ***	3	CHEM 115 Chemistry M&L	3	
BIOL 461 Mechanisms of Disease Lab ***	1	CHEM 117 Chemistry M&L Lab	1	
ELEC Elective (General Education)	3	ELEC Elective (General Education)	3	
ELEC Elective (General Education)	3	ELEC Elective (General Education)	3	
Subtotal =		16	Subtotal =	
		16		
JUNIOR YEAR				
NURS 302 Intro Community Health Nursing	2	NURS 307 Intro to Research	3	
NURS 309 Dynamics of Nursing Practice	3	NURS 308 Pharmacology *	3	
NURS 304 Gerontological Nursing *	2	NURS 321 Nursing Care Childbearing Family **	5	
NURS 201 Health Assess (Lecture) *	2	NURS 322 Nursing Care Children, Adol., Families **	5	
NURS 202 Health Assess (Lab) *	1			
NURS 320 Intro to Nursing Practice **	5			
Subtotal =		15	Subtotal =	
		16		
SENIOR YEAR				
NURS 421 Adult Health I **	6	NURS 400 Senior Seminar	1	
NURS 422 Adult Health II **	6	NURS 423 Psychiatric Mental Health Nursing **	5	
ELEC Elective (General Education)	3	NURS 424 Community Health Nursing	5	
		NURS 481 Senior Internship	2	
		ELEC Elective (General Education)	3	
Subtotal =		15	Subtotal =	
		16		
		TOTAL CREDITS =		120

* Courses may be waived through testing.

**RNs graduating from NLNAC accredited, State Board of Nursing approved schools typically transfer credits equivalent to these courses.

***Course content is fulfilled for RNs who transfer a microbiology course.

Prospective students should note that there are restrictions on Licensure due to felony convictions related to controlled substances. For additional information, please contact the Department of Nursing at (570) 422-3474.

TIME LIMIT FOR COMPLETING THE PROGRAM OF STUDY - All requirements for the degree in the nursing program must be completed within seven years from the date students begin their studies. Exceptions to this requirement may be approved by the department if extenuating circumstances exist.

Student's Signature _____ Date _____

Effective 9/98; Reviewed 7/23/99; Revised 11/19/99; Reviewed 5/10/00; 5/21/01; Revised 2/03; 2/04; 6/07; 7/10/08

Course Descriptions

The course descriptions for the Bachelor of Science Program can be found in the East Stroudsburg University Undergraduate Catalog. Most of the courses in the BS Program are restricted to Nursing majors. Some courses are open to non-nursing majors, however, in all cases, prerequisite courses must be completed.

Reviewed 7/23/99; 5/11/00; 5/22/01; 7/27/04; 7/10/08

C. UNIVERSITY REQUIREMENTS

Please refer to the East Stroudsburg University Undergraduate Catalog for additional University requirements including basic writing and mathematical skills competency requirements.

1. General Education Requirements

Students who began their academic careers at East Stroudsburg University prior to the summer of 1996 are required to complete the General Education curriculum which was in place at the time of their entry.

2. Undergraduate students complete their academic coursework within the offerings of one of three Undergraduate Schools: The School of Arts and Sciences, the School of Professional Studies, and the College of Health Sciences.

3. In addition to completing the requirements for the major field of study, all students are required to complete 50 semester hours in General Education. Students will be assigned a faculty advisor who will provide guidance in planning their academic program. Students are responsible for knowing the requirements for the degree they propose to earn and for arranging their program of study accordingly.

4. A minimum of 120 semester hours is required for graduation. Some programs require more.

5. The General Education Curriculum at East Stroudsburg University provides a core of interrelated liberal studies for all students. By design it provides students with knowledge and perspectives and enables them to adopt varied modes of thought and develop specific competencies. Students become prepared to make informed judgments as citizens of this state, this nation, and a global society in which the quantity of information continues to grow.

The 50 semester hours in General Education are distributed in the following manner.

REQUIRED (5 semester hours)

English Composition (3 semester hours)

All students write a placement essay. They are then placed in ENGL 090, Composition Skills, or ENGL 103, English Composition. Those placed in 090 must take and pass it before they can be admitted to ENGL 103. Students may be exempted from and receive credit for English Composition, ENGL 103, if they take and achieve a high score on the CLEP General Examination in English Composition (with essay).

Physical Education Activities (2 semester hours)

To fulfill this requirement, a student must successfully complete two courses selected from the courses offered by the Department of Movement Activities and Lifetime Fitness. Credit may be earned by successful completion of a proficiency test in any of the courses offered by the department. (Movement Studies and Exercise Science majors are exempt from this requirement.)

Distributive Electives (45 semester hours)

Each student must complete at least 15 credits in three areas: Group A--Arts and Letters, Group B--Science, Group C--Social Science. In each group the student may take three subjects and six credits in a fourth subject *or* three credits in each of five subjects. Courses that satisfy General Education requirements are identified as GE in department course listings. Students should meet with their faculty advisers to plan appropriate choices to meet these requirements. Some GE courses may have specific prerequisites. (See "Tally Sheet" form in the Appendix)

Exceptions:

Required Science Courses: Where coursework in biology, chemistry, or mathematics is required (or listed as recommended in the catalog) for the major, a student with a declared major may substitute those courses for courses in the same departments listed under Science: Group B.

If a student adopts the above provision and later changes his or her major to a field which does not require coursework in those disciplines, the student may nevertheless receive General Education credit for courses taken in those departments.

Foreign Language Courses: Students may substitute a higher level foreign language course taught in the language for courses listed under Foreign Language Group A.

Further Exceptions: Any qualified student may substitute a higher level course for an introductory level course with the written permission of the instructor, the department chair, the dean, and the chair of the General Education committee. Records of such substitutions will be kept by the Department of Enrollment Services.

D. ADDITIONAL LEARNING OPPORTUNITIES

Gerontology Concentration

The Department of Nursing also houses ESU's Gerontology Concentration. This is a multi-disciplinary program which is coordinated by the Speech Pathology Department. For more information, please contact Dr. Elaine Shuey at 570-422-3681.

Reviewed 7/23/99; Reviewed 5/11/00; 5/22/01; Revised 7/10/08

SERVICES AND INSTRUCTIONAL RESOURCES

- A. University-wide Student Services Directory
- B. Instructional Services/Resources
- C. Affiliating Clinical Agencies

STUDENT SERVICES AND INSTRUCTIONAL RESOURCES

A. UNIVERSITY-WIDE STUDENT SERVICES DIRECTORY

A variety of services are available to students listed below. Please refer to the East Stroudsburg University Undergraduate Catalog and the East Stroudsburg University Student Handbook. (All phone numbers begin with 570-422-)

1. Admissions 3933
2. Academic Advisement 3507
3. Alumni Association 3533
4. Athletics 3642
5. Campus Activities Board 3396
6. Campus Card Center 2273
7. Career Planning and Placement Services 3219
8. Center for Educational Opportunity 3508
9. Child Care Center 3514
10. Counseling and Psychological Services (CAPS) 3277
11. Disabilities Services 3954
12. Financial Aid 2800
13. Fraternities and Sororities 3775
14. Health Services (Flagler/Metzgar) 3553
15. Housing 3952
16. International Student Organizations 3470
17. Intramurals 3362
18. Learning/Writing Center 3504
19. Library 3465
20. Programs for Academic Support 3825
21. Radio Station (WESS FM) 3512
22. Records/Transcripts 3933
23. Registration 2800
24. Religious Life 3525
25. Residence Hall Association 3138
26. Scholarship & Loan Information 2800
27. Social and Cultural Activities 3897
28. Speech and Hearing Center 3247
29. Stroud Courier 3295
30. Stroud Yearbook 3294
31. Student Accounts 2820
32. Student Activities 3607
33. Student Senate 3291
34. Student Support Services 3433
35. Summer School 2853
36. Theatre Program 3759
37. Tuition/Student Billing 2820
38. Tutoring 3515
39. University Police 3063 Emergency 2000
40. University Store 2665
41. Veterans Affairs 3656
42. Women's Center 3378

B. INSTRUCTIONAL SERVICES/RESOURCES

1. Departmental Learning Laboratory

Hours and Responsibilities:

The Department of Nursing's Learning Laboratory, Room 104, DeNike Center, is available for student use generally from 8:00 a.m. to 4:00 p.m. Monday through Friday while school is in session. Faculty and the Learning Laboratory Coordinator will make the Learning Laboratory available to students based on course assignments and student requests.

Supervision is provided as appropriate. The materials are used on a first-come, first-served basis with the exception of the "temporary reserve" materials for classroom use. Room scheduling is done through the Lab Coordinator.

The Procedure for the borrowing of equipment, videos and/or supplies from the Learning Laboratory is as follows:

- a. Equipment, videos and /or supplies may be signed out of the Department of Nursing's laboratory by nursing students.
- b. Nursing students should request the use of technological equipment, videos, and/or supplies in advance. All requests must be made in writing to the Lab Coordinator.
- c. Students will accept responsibility for items by signing a designated notebook. The Lab Coordinator will monitor requests and returns in this notebook.
- d. Students are responsible to verify that equipment, videos and/or supplies are in good (working) condition prior to removing the item(s) from the learning laboratory and upon their return.
- e. All equipment, videos and/or supplies must be returned within two days of signing out the items. CD-Roms must be returned by 9 AM of the next day. Please refer to CAI Policy.

Faculty and students are requested to report to the Lab Coordinator or Department Secretary any damaged equipment, poor quality films, and tapes, etc. This will facilitate early repair. Faculty will provide instruction to those students unfamiliar with the equipment. Faculty and students are requested to maintain the professional appearance of the learning laboratory.

The borrower is responsible for replacement costs for any equipment if it is damaged or lost.

Revised 7/23/99; 10/12/99; 5/11/00; 5/22/01; 7/10/08

2. Computer Laboratory

There are eleven computer laboratories serving the University community. These labs are located in Kemp Library, Stroud (3), Koehler, University Center, Rosenkrans (2), Hotel/Restaurant, Zimbar and DeNike buildings. Hours and type of computer and printing equipment are posted at the lab locations and at the Computing Center on University Plaza.

- a. Computer Assisted Instruction (CAI) Materials
Computer Assisted Instruction (CAI) materials must be signed out by the borrower with the

Department of Nursing's Secretary. **CAI materials can only be used on the computers in the DeNike computer laboratory.**

When using CAI CD-Roms, students are *required* to use their personal headphones to plug into the jacks which are attached to the computers in the DeNike computer Lab.

CAI Materials borrowed any given day must be returned by 9 AM on the next day. **The borrower is responsible for the replacement costs of the materials if they are damaged or lost.**

Approved 7/23/99; Revised 10/12/99; Reviewed 5/11/00; 5/22/01; 7/10/08

3. Library

Kemp Library is dedicated to providing a print core collection to its students, balanced and augmented by the latest electronic technology. The Library's collection development philosophy is grounded in the fact that although electronic and Internet resources are growing both in content substance and accessibility, that such resources are to complement and enhance the core collection and not to replace it. A core collection of not only nursing books and journals but also books and journals in related disciplines is integral to the nursing student's mastery of critical thinking, professional writing, and research skills.

Kemp Library provides pertinent indexing and abstracting services in paper and electronic formats to its students. For example, nursing students have access to CINAHL (Cumulative Index to Nursing and Allied Health Literature) in both these formats.

The Library subscribes to approximately sixty journal titles that fall strictly within the domain of the nursing collection. The scope of journal resources available to nursing students is complemented by various majors at East Stroudsburg University such as psychology and social and community health. In addition, full text databases provide additional journal coverage both in terms of actual individual titles as well as archival coverage. Students can access any of these full text databases from the computer laboratories on campus as well as from home.

Interlibrary Loan is the process by which a library requests materials from or supplies materials to another library.

For the East Stroudsburg University community, the purpose of Interlibrary Loan (ILL) services is to obtain upon request of a library, user materials not available in the Library. Before submitting an ILL request, please make sure the item is not available in the Library. Book titles can be checked in Pilot, the Library's web-based catalog. You can see the complete listing of magazines, journals, and newspapers that the Library holds by checking the Kemp Library Periodical Holdings List, commonly referred to as the "red book." You should also check any full text databases subscribed to by the Library. If you do not know how to check your sources in the finding tools listed above, consult a reference librarian. Please check the following Web page for more information: www.esu.edu/library/ill.htm.

Rounding out its overall collection, the University's library has been a depository for United States government documents since 1966 and for Pennsylvania documents since 1972. The University library also has a Cooperative Agreement with Pocono Medical Center's medical library that provides ESU nursing students with library privileges.

Revised 7/30/99; Reviewed 5/11/00; 5/22/01; 7/10/08

4. Formative Assessment Plan

Students are required to take nursing achievement tests (HESI) at the mid-curricular point, (end of junior year and at exit (April of senior year) during the 11th week of the semester. These exams are prescriptive and diagnostic for the professional nursing licensure examination which is taken upon graduation. The Chair of the Department will disseminate the results to students with supplemental instruction if needed. The junior level coordinator will notify the junior students of the mid-curricular results and the program evaluation chair of the nursing department will notify the senior students of the exit results.

Upon receipt of achievement test results for individual courses students should:

- Check their score for each item
- Identify the areas of concern, and especially areas below passing score
- Seniors use HESI as a tool to coordinate NCLEX questions during the internship in guiding question choice
- Review NCLEX materials available through the departmental secretary
- Drill and practice using computer assisted instruction
- Consult with appropriate faculty

Junior students who do not achieve 850 or better will be retested prior to the fall of their senior year. **(The student will be responsible for the cost of the re-test.)**

C. AFFILIATING CLINICAL AGENCIES

The Department of Nursing has contractual agreements with various health care agencies which are approved by the Pennsylvania State Board of Nursing to conduct clinical experiences. A partial list follows.

Clarks Summit State Hospital Clarks Summit, PA	Lehigh Valley Hospital, Muhlenberg Bethlehem, PA	St. Luke's Hospital Bethlehem, PA
Community Medical Health Center Scranton, PA	Home Health Corp. of America Wilkes-Barre, PA	Visiting Nurses Association/Hospice of Monroe County East Stroudsburg, PA
Geisinger Wyoming Valley Medical Center and Clinic Wilkes-Barre, PA	Pocono Medical Center East Stroudsburg, PA	Wyoming Valley Health Care System Wilkes-Barre, PA
Lehigh Valley Hospital Allentown, PA	Easton Hospital Easton, PA	Mercy Hospital Scranton, PA

SECTION IV

STUDENTS

- A. Rights, Responsibilities and Requirements
- B. Academic Guidelines and Requirements
- C. Clinical Policies, Requirements, Guidelines
- D. Health Policies
- E. Student Expenses
- F. Graduation Requirements
- G. Opportunities for Student Participation
- H. Awards
- I. Scholarships

STUDENTS

A. STUDENTS RIGHTS, RESPONSIBILITIES AND REQUIREMENTS

1. East Stroudsburg University

Students' rights, responsibilities and requirements can be found in the East Stroudsburg University Student Handbook.

2. Department of Nursing

All students entering the Bachelor of Science program are given a welcome orientation by the Departmental Chairperson and faculty advisors, which includes a review of student rights, responsibilities and requirements. The Departmental Student Handbook contains information specific to the Department of Nursing. Students are expected to read and review its contents when entering the Nursing Program and while matriculated. Students sign a form indicating receipt of the Handbook.

3. Core Performance Standards for Admission and Progression

a. Core Performance Standards are those behavioral, intellectual, physical, interpersonal, and communication skills necessary to provide safe nursing care for diverse clients in a wide variety of health care settings. **Students must meet these core performance standards to qualify for, progress in, and complete the nursing program.**

b. Information regarding core performance standards is available to all students via the nursing web site and student handbook. If a student is identified as having difficulty meeting the core performance standards, a request for professional clearance regarding the core performance areas of concern will be required.

c. Where possible, reasonable accommodations will be provided for students with disabilities to enable them to meet these standards, to ensure that they are not denied the benefits of, excluded from participation in the nursing program, or otherwise subjected to discrimination in this program. Students who are eligible for accommodations need to make an appointment with the Office of Disability Services, and to discuss their accommodation requests.

Listed below are the core performance standards for ESU with examples of nursing activities that relate to the standards. **These examples are not inclusive of all expected abilities and failure to meet these standards will result in student not progressing in the program.**

Issue	Standard	Examples of Nursing Activities
Critical Thinking	Critical thinking sufficient for clinical judgment	Competent assessment of clients in a timely manner. Correct interpretation of assessment data, identification of necessary nursing interventions, design of appropriate nursing care plans, evaluating the effectiveness of interventions and revising planned interventions.
Cognitive	Ongoing capacity to learn new information and skills to provide safe nursing	Learn new skills and rationales for nursing care in a timely manner. Learn and adopt new methods of providing nursing care to reflect the dynamic nature of health care provision.

	care. This includes the ability to comprehend, measure, calculate, analyze and evaluate diverse forms of information.	
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural and intellectual backgrounds.	Establish rapport and relate effectively with clients, their families, and colleagues. Work effectively with these individuals when they are stressed physically and/or emotionally. Provide care socially and culturally acceptable to clients.
Communication	Communication abilities sufficient for interaction with others in verbal and written form.	Follow verbal and written instructions. Clearly communicate with other health care providers by appropriately documenting the nursing interventions provided and the clients' responses. Provide effective client teaching. Consult with a health care provider in a professional manner.
Mobility	Physical abilities sufficient to move oneself from room to room, along hallways, and in small or confined spaces. The ability to meet the physical demands of providing nursing care.	Lifting, moving, carrying, pushing, pulling, and supporting clients, equipment and other objects independently. Standing, bending, walking, and sitting while working directly with clients and co-workers, and documenting care.
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective nursing care.	Perform vital signs, CPR, physical assessment, use equipment, hang IVs and tube feedings, draw up and give injections. Document nursing interventions and patient care in legible writing or accurate type.
Tactile	Tactile dexterity sufficient for physical assessment.	Perform palpation, functions of physical examination and/or those related to therapeutic intervention, i.e. insertions of a catheter, giving injections.
Visual	Visual ability sufficient for observation and assessment necessary in nursing care.	Reading charts, flow sheets, monitors, thermometers. Assessment of patient skin, color, pupils, wound healing. Drawing up and administering medications.
Hearing	Auditory ability sufficient to monitor and assess health needs.	Auscultation of blood pressure, breath sounds, bowel sounds. Hearing alarms, call bells, cries for help by clients and families and co-workers. Understanding mechanically reproduced voices such as on audiotape.
Personal Behaviors	Maintains personal behaviors consistent with the American Nurses Association Code for Nurses.	Demonstrates personal responsibility, accountability, integrity and honesty. Demonstrates respect for self and others through their verbal and nonverbal behaviors. Avoids behavior inconsistent with professional standards such as chemical dependency and abuse, harm toward self or others, or engaging in or supporting criminal behavior.

Approved 12/98; Reviewed 7/23/99; 5/11/00; Revised 5/8/00; Reviewed 5/22/01 Adapted from Core Performance Standards Required for Nursing, Board of Directors of the Southern Council on College Education for Nursing (SCCEN), 1993)

Approved 7/30/99; Reviewed 5/11/00; 5/22/01; 7/10/08

4. Clinical Nursing Course Requirements

One month prior to beginning a clinical nursing course, students must submit evidence of current Act 34 criminal clearance and Act 151 child abuse clearance, current CPR certification for the professional rescuer, professional liability insurance (\$1,000,000 per occurrence/\$3,000,000 aggregate minimum coverage). Further, evidence of medical insurance and a health form is required which includes completion of appropriate immunizations and titers and verification of a negative Mantoux Test, or chest x-ray, titers, and verification of good health. Immunizations and titers include DT, measles, mumps, Hepatitis B, Rubella vaccine or titer showing immunity and a serology test (VDRL, RPR or STS). University Health Services offers health examinations and the Mantoux Test as a service to students who are enrolled in classes at the university. The Mantoux test is required annually, and a health examination is required every other year. The basic nursing student will pay for malpractice insurance, which can be processed by the Department of Nursing office. LPN and RN students are required to present evidence of current licensure in Pennsylvania. Act 34 and Act 151 clearance forms can be obtained in the Nursing Department office. (Refer to Part C of this section for more detailed information on clinical course requirements.)

Approved 12/98; Reviewed 7/23/99; 5/11/00; 5/22/01; 7/10/08

5. Course Policy Regarding “Critical Behaviors”

Faculty have developed a list of “critical behaviors” for each clinical course. These lists, which are an integral part of course outlines, contain information relative to class attendance, due dates for assignments, etc. It is the student’s responsibility to be familiar with critical behaviors for each course.

Revised 7/23/99; Reviewed 5/11/00; 5/22/01; 7/10/08

6. Grievance Process

a. Academic Evaluation

Students are protected against prejudice and capricious academic evaluation of their courses through faculty contracted responsibilities and standards of ethical and professional conduct. Students are responsible for maintaining standards of academic performances established for courses in which they are enrolled. Students alleging prejudice or capricious academic evaluation may appeal directly to the faculty member involved. Should a mutual understanding not be reached at this level, students may then appeal to the Department Chairperson, the Dean and the Vice President for Academic Affairs in that order. Students of a protected class alleging discrimination or sexual harassment after exhausting the remedies noted above should express their concerns to the Director of Social Equity. Students with disabilities should bring their concerns to the ADA Coordinator/Learning Disabilities Counselor ([East Stroudsburg University Student Handbook](#)).

Revised 7/23/99; Reviewed 5/11/00; 5/22/01; 7/10/08

b. Department of Nursing Complaint Procedure

Students, faculty, or community members with complaints about the Department of Nursing should attempt to resolve the issue(s) with the individual(s) most directly involved, following the same order as found in the University-wide Grievance Procedure as described above. The Department also provides a Suggestion Box which is checked by the Chairperson.

Approved 7/30/99; Reviewed 5/11/00; 5/22/01; 7/10/08

B. ACADEMIC GUIDELINES AND REQUIREMENTS

1. Academic Advisement

Assignment of Advisors:

The Department Chairperson is responsible for the assignment of faculty advisors. Students usually retain the same advisor as they progress through the Nursing Program, however, they may request a change of advisor at any time. The Departmental Secretary keeps a record of advisors for each student.

The student is responsible to confer with his/her faculty advisor by November 15 and April 15, at least once per semester to obtain and share information concerning the student's progress in the nursing program. Students will obtain a "PIN" number from their advisor in order to register for classes.

The faculty advisor is responsible for maintaining and completing the advisee folder.

All advisees are to be given a copy of the Nursing Department curriculum plan during their first advisement session. Any requests to deviate from the curriculum plan should be coordinated with the advisor. Where appropriate, the advisor will refer the student to the Departmental Admission, Progression and Graduation Committee who, in turn, will make recommendations to the Departmental Chairperson. Students are required to make special requests in writing.

Role of Faculty Advisor:

The faculty advisor is responsible for assisting students in planning their academic programs. However, ultimate responsibility for the completion of the program, both academically and procedurally, lies with the student.

In addition to assisting students in academic planning, the function of the advisor is to provide students an opportunity to engage in conversation with a professional scholar and to enable students to develop a well rounded philosophy of nursing and university life.

The advisor may be called upon to refer students to the proper campus service which can assist them in health, housing, financial problems, inadequate personal adjustment, deficiencies in reading, math, writing, spoken English, vocational choice, general learning difficulties, or making choices in student activities.

Faculty will refer students to the university-wide tutorial program in the Learning Center, Rosenkrans East, 422-3515 and Balance Workshops.

The Advisee Folder:

The nursing department maintains a folder which contains data on each advisee. While the items contained in the folder vary, a basic package includes the following:

1. Grade Reports
2. Progress Report, Correspondence, and Record of Student Activities
3. Transcript; miscellaneous

4. Graduation Evaluation Check List; Tally Sheet; Signed Curriculum Plan
5. Class Schedule
6. Clinical/Course Evaluation Tools

Student files are confidential records and are kept in a locked file. Student Progress Record Reports are restricted to information which pertains to academic admission, progression and graduation from the Nursing Program. Files for students who change majors and/or withdraw from the nursing major are retained on a closed inactive status. Each student may have access to his/her file upon request.

Revised 7/23/99; Reviewed 5/11/00; 5/22/01; 7/10/08

2. Admission, Policies and Guidelines

Departmental admission policies are described in the East Stroudsburg University Undergraduate Catalog.

3. Advanced Placement and Credit by Examination: Policies and Procedures

a. College Level Equivalency Program (CLEP)

East Stroudsburg University permits RN and LPN students to earn credit toward the baccalaureate degree by successful completion of such nationally administered examinations as the College Level Examination Program (CLEP). Call the Office of Counseling and Psychological Services for more information (422-3277).

b. Credit by Examination for Specific Courses

Credits may be earned by examination for selected nursing courses in the BS Program. Fees for these examinations vary. RN and LPN students submit requests for credit by examination to the Departmental Chairperson. (See “Required Scores for Credit by Examination” in Appendix B.)

c. Advanced Placement for RNs and LPNs

Registered nurses and licensed practical nurses who graduated from a National League for Nursing Accrediting Commission (NLNAC) Program are eligible for advanced placement. Please see Departmental brochures for the RN to BS and LPN to BS options for advanced placement.

d. Transfer Course Credits

Students who transfer from Pennsylvania community colleges or other System universities will transfer credit according to the 1999 Board of Governors Policy entitled “The Academic Passport” and “Student Transfer Policy”. More information can be obtained from the Office of Admission. Information about transfer of credit without the Academic Passport is outlined in the East Stroudsburg University Catalog. The transfer of courses from other nursing programs is evaluated on a case by case basis by the chair of the department in which the course resides.

e. Transfer Student Policy (Internal and External)

Transfer students will be considered for admission to the nursing program as spaces become available. Applicants are required to send a letter of intent reflecting their interest in the profession of nursing. This letter should be sent to the Chair of the Admissions, Progression, Graduation Committee along with any college transcripts, and two letters of academic or professional recommendation, which should include the phone number and e-mail address of the writers.

Undergraduate college quality point average (Q.P.A.) and the number of completed pre-requisite science courses are weighed heavily in the decision process. The minimum Q.P.A. requirement is 3.0, although most accepted applicants rank higher.

Reviewed 7/23/99; 5/11/00; 5/22/01; 7/27/04; Revised 7/07

4. Progression and Graduation Policies and Procedures for Students in the Curriculum

Progression

Freshman, sophomore, junior, and senior level students are evaluated to determine whether or not they should continue in the nursing program. The criteria used for evaluation are as follows:

- a. A student must show evidence of being able to successfully complete the professional program. This evidence includes a **minimum cumulative quality point average** (Q.P.A.) of 2.75. Those students with a cumulative Q.P.A. below 2.25 (determined at the conclusion of either the fall or spring semesters) will be dismissed from the program. Students who attain a Q.P.A. of 2.25 - 2.74 at the conclusion of either the fall or spring semesters will be retained in the Nursing Program in a probationary status for an additional semester on a full-time basis. Upon completion of the time allotted for the probationary period, the student will be dropped from the nursing major if a cumulative Q.P.A. of 2.75 has not been attained. When eligible, (3.0 Q.P.A), a student may reapply in writing to the Chairperson of the Admission, Progression and Graduation Committee. *Consideration for admission is on an individual basis and if space is available. Re-admission to the program is permitted one time only.*

Revised 5/9/00; Revised 5/22/01; 6/30/03; 7/27/04; 7/06; 7/10/08

- b. The Chairperson sends the letter of probation to those students for whom the Admissions, Progression, Graduation Committee have recommended probationary status for one semester. The list of students on probationary status is forwarded to Enrollment Services.
- c. Students are required to attain a 2.75 cumulative Q.P.A. at the time of graduation and meet the general standards for scholarship standing given in the ESU Student Handbook. **Students can repeat a nursing core course only once. If a “C” is not obtained in the nursing course, dismissal from the nursing program will occur.**
- d. **A grade of “C” or above is required for courses listed as prerequisites to the major and for all courses required for the major. All courses specifically listed on the curriculum plan fall into these categories. However, a “C” or better in all required courses does not guarantee progression since the required Q.P.A. minimum is 2.75.**
- e. Progression in the Nursing curriculum will not be permitted until all prerequisite courses are successfully completed.

f. Academic Success of Students

1. ESU nursing faculty is committed to each nursing student's academic success, and success on the National Licensure Examination following graduation. To achieve this success, each nursing course faculty provides learning activities in class and clinical to foster learning of content and practice with NCLEX style questions on course examinations.
 2. Students who are having difficulty with course content or test taking skills are strongly encouraged to meet with their nursing course faculty, advisors, or chairperson to develop a plan for academic success. Students who are having difficulty are defined as students who struggle to achieve a "C" in clinical nursing courses.
 3. Students who do not achieve at least an 850 on the junior level HESI mid-curricular test are required to repeat the exam at their own expense. Senior students who do not achieve at least an 850 on the HESI exit examination will use the results as a tool to guide their NCLEX question choice in senior internship.
 4. Students are encouraged to take advantage of university test taking workshops and tutoring services available in the tutoring center.
 5. In addition to the NCLEX style questions and case studies required in each nursing course, students are strongly encouraged to be self directed in practicing the NCLEX review questions and HESI case studies available in all areas of nursing content in the DeNike computer lab.
 6. All students are required to take at least one NCLEX review course prior to graduation and taking the RN state licensure examination.
- g. A time limit of 7 years has been placed on students for completion of the nursing program. Students needing an exception to this rule may be considered on an individual basis if extenuating circumstances exist. If a student wishes an extension of the 7 year limit, he/she must notify the Chairperson of the Nursing Department in writing before the 7 year limit expires. The Chairperson will then bring the student's case to the faculty for a decision.

Approved 11/19/77; Revised 7/22/03; 7/27/04; 7/06; Reviewed 7/07; 7/10/08

h. Medication Calculation Exam Policy

Purpose: The purpose of this policy is to validate that students will be prepared to calculate and administer medications safely in all clinical courses where it is required.

1. A calculation exam will be given in each clinical nursing semester.
 - a. N320 Introduction to Nursing Practice
 - b. N321-322 Maternity/Pediatrics combined test alternating each year between courses
 - c. N421 Adult Health –this test will assess drug knowledge as well as calculations
 - d. N422 Adult Health II
 - e. N423 Psychopharmacology/calculation test: 90% or better on calculation portion
 - f. Prior to Senior Internship
2. A 90% grade is needed to pass.

3. The exam may be taken three times. Students who fail a third attempt will be dismissed from the program.
4. Each attempt will be a different exam, but items will test the same content.
5. Retakes will be spaced appropriately to the needs of the course and to allow for sufficient time for remediation.
6. A remediation plan will be formulated by the course coordinator and documented for all students who do not pass; this plan must be followed between attempts. Students will sign this remediation plan.
7. Medication calculation content will be included in NUR 320-Introduction to Nursing Practice prior to that course's med calc exam. Additional content as necessary will be included in appropriate courses (for example, pediatric drug dose calculations in Pediatrics, advanced IV calculations in Adult Health).
8. Medications will be administered by students in all clinical nursing courses in acute care settings per agency policy.
9. Students cannot administer medications in clinical until a passing grade is achieved on the medication calculation exam for that course.
10. Students will continue to buy and use a programmed text and disc for medication calculations. Students will be made aware of this policy in Nursing Seminar so that they can purchase the book and take advantage of University services to develop math competency.
11. Students will be notified in advance and in writing of dates of exams and content prior to the start of the junior and senior year.

Approved 4/15/0; 7/06; Revised 7/07

i. Graduation

Criteria:

- a. A cumulative quality point average of 2.75 is required of nursing students for graduation.
- b. A minimum of 120 credits is required for graduation at East Stroudsburg University.
- c. Students are required to complete all General Education, Prerequisite and Major field requirements to receive a degree from the University.

Reviewed 7/23/99; 5/11/00; 5/22/01; Revised 7/22/03; 7/10/08

j. Departmental Grading Policy

1. Nursing students must earn grades of at least "C" in theory and Pass in clinical practice in each of the nursing courses. The Department of Nursing uses the following grading scale:

<u>Grading Scale</u>	
90-100	A
80-89	B
70-79	C
60-69	D
50-59	E

The clinical component of courses are graded Pass/Fail. A passing grade in the clinical experience is earned when the student meets the clinical evaluation criteria which are based upon program and course objectives.

Approved 7/30/99; Reviewed 5/11/00; 5/22/01; 7/10/08

2. **Nursing students must achieve an average of 70% in course examinations, exclusive of other course requirements,** in order to receive a passing grade in any nursing course.

3. Should a student receive less than a 70 average on all tests, the course grade will be determined solely by the test grade average. No other course projects will be utilized to determine the grade.
4. At least 70% of a course grade will be from examinations.

Approved 7/1/06; Reviewed 7/10/08

C. CLINICAL POLICIES, REQUIREMENTS, GUIDELINES

1. Clinical Laboratory Policy

Clinical laboratory attendance is required in order to meet the clinical objectives. **It is the student's responsibility to notify the faculty member and the agency of their expected absence before the time that the clinical experience begins.** All requirements for clinical placements must be met before students are allowed to begin a clinical course.

Revised 7/30/99; Reviewed 5/11/00; 5/22/01; 7/10/08

2. Transportation

Students are responsible for providing their own transportation to and from clinical agencies.

3. Dress Code

The dress code for laboratory experiences is made in accordance with the setting and activity. For example, in a medical acute-care setting, the dress is the student uniform whereas in a psychiatric setting, the dress may be street clothes. Full dress uniform is defined as regulation *ceil blue* scrub top and white pants with name pin (identifying student's first and last name, nursing student status and East Stroudsburg University (white lettering on a red background); the ESU emblem sewn to the upper left sleeve of the lab coat; white hose; clean white shoes; no rings except for a plain wedding band; no other jewelry except for single post earrings in each ear lobe; no visible tattoos. Nails must be trimmed, clean, and short, without polish. Make-up must be kept to a minimum. Hair must be off the collar and out of the eyes. Essential equipment includes stethoscope, pen, penlight, bandage scissors, and a watch with a second hand. In situations where the lab coat or street clothes are required, jeans, cut-offs, sweatshirts, etc. are considered inappropriate dress. Uniforms are to be worn in professional situations only. Behavior and appearance should always reflect the professionalism of the student. Gum chewing is not permitted in the clinical area.

RN and LPN students are not required to wear the blue scrub top when participating in clinical activities. RN and LPNs should purchase a name pin which indicates that they are a student in the East Stroudsburg University Nursing Program (white lettering on a red background). All other aspects of the Uniform Dress Code as described above apply to Licensed Practical Nurses and Registered Nurses.

Students who do not adhere to the Clinical Laboratory Dress Code shall not be allowed in the clinical area.

Revised 7/23/99; Reviewed 5/11/00; 5/22/01; 5/21/02; 7/10/08

4. Cardiopulmonary Resuscitation (CPR) Certification

All students are required to have Cardiopulmonary Resuscitation (CPR) Certification. Our clinical agencies require one of the following CPR certifications:

- a) American Heart Association "BLS for Healthcare Providers"
- b) American Red Cross "CPR/AED for the Professional Rescuer"

c) American Safety and Health Institute CPR-Pro with AED

A photocopy of the front and back of the CPR certification card must be submitted to the Department of Nursing one month prior to the start of each clinical semester or students will not be permitted to enter the clinical setting.

Reviewed 7/23/99; 5/11/00; 5/22/01; 9/05;7/07

5. Liability/Malpractice Insurance

Students enrolled in the Nursing Program are required to purchase malpractice insurance prior to registration for the Junior year, i.e., prior to the first clinical nursing course, Nursing 320. Each student must maintain \$1,000,000/\$3,000,000 liability insurance throughout her/his enrollment in the professional nursing courses. A group malpractice liability insurance policy is available for students. Students who decide on group coverage should submit a \$15.00 money order payable to ESU, to the Departmental secretary. Individuals who wish to purchase this coverage privately may do so. Verification of coverage must be received by the Department of Nursing or students will not be permitted to enter the clinical setting.

Reviewed 7/23/99; 5/11/00; 7/10/08

6. Act 34 and Act 151 Clearances

Due to mandated regulations, various health care agencies, organizations, and community agencies require verification of criminal clearance (Act 34) and child abuse clearance (Act 151) of individuals who are employed in these settings. Since the Department of Nursing is affiliated with numerous agencies, all nursing students must provide a copy of these clearances to the Department of Nursing before they are permitted in the clinical setting. Forms and instructions for Act 34 and Act 151 clearances are distributed to students by the Departmental Chairperson the semester before students begin their first clinical course. Out of state students must have their fingerprints cleared with the FBI in addition to the Act 34 clearance. Cost is \$30 - \$40 and forms and information will be provided by the Department.

Approved 12/98; Reviewed 7/23/99; 5/11/00; 5/22/01; 7/10/08

7. Health Insurance

Students are required to have personal health and accident insurance coverage and provide a copy of their insurance card or other documentation.

8. Drug Calculation Testing

The purpose of the Pre-test in Drug Calculation is to assess the student's ability to apply basic mathematical principles to calculating the dosage of medications. The test is based on the content presented in the following textbook: Gray Morris, D.C. (2006). Calculate with Confidence, Philadelphia: Mosby Elsevier Publishers (can be purchased at the bookstore). Students must pass the exam at the 90-100% level and have three opportunities to do so. **Students who do not achieve a score of 90-100% after three attempts will be dismissed from the nursing program.** Medication dosage and calculation is considered to be of critical importance in the clinical setting and performance on this test below the above score would constitute an unreasonable risk to safety. Students take the exam during the beginning of each semester of their junior and senior years.

9. Skill Deficit Referral Policy

Students are expected to perform previously lab validated skills safely in the clinical setting. When a clinical instructor identifies that a student is unable to perform previously validated skills safely during a clinical experience, a skill deficit referral form will be completed in order to prescribe and validate skill remediation by nursing faculty. This completed form will be placed in the student's academic file.

Revised 7/30/99; Reviewed 5/11/00; 5/22/01; 5/21/02;9/05; 7/10/08

D. HEALTH POLICIES

1. Health Examination

The University requires that all undergraduate students submit a complete Medical History Report, including up to date immunizations to the University Health Center prior to matriculation. In addition to the pre-entrance health requirement for all students at East Stroudsburg University, the Department of Nursing requires the following:

- a. Complete physical examination every two years, using the Health form for the Nursing Program (See the Appendix for a sample copy of this form.)
- b. Laboratory Tests and Immunizations:
 - Complete blood count, serology, urinalysis.
 - Rubella titer (if rubella titer is less than 1:10, the rubella vaccine is required for admission to the Nursing Program).
 - Rubeola Titer (if student has not had two MMR injections and was born after 1957 then a Rubeola Titer is required and depending on the results, the appropriate immunizations)
 - Hepatitis B Vaccine Series or signed waiver. (Please see Appendix)
 - Two-step Tuberculin test with readings 1 to 4 weeks apart is required in the junior year and a retest (one-step) in the senior year. The senior Tuberculin test must be obtained at the Student Health Center. If a student has a positive PPD, a chest X-ray must be obtained.
 - Health requirements are due by July 1 before the junior and senior years.

2. Health Insurance

All students of the University must have health and accident insurance coverage. The insurance plan authorized by the University is excellent and provides the student with insurance coverage anywhere in the United States at a very reasonable cost. (See East Stroudsburg University Undergraduate Student Handbook)

Reviewed 7/30/99; 5/11/00; 5/22/01; Revised 7/10/08

3. University Health Center Services

The services of the Flagler-Metzgar Student Health Center are available to all students enrolled in East Stroudsburg University. These services are described in the University Undergraduate Catalog and Student Handbook. An initial health examination must be done by a primary care provider who completes the ESU form. Once on file, health examinations can be done by the Student Health Center. In addition to health examinations, the tuberculin skin test (Mantoux), is also available at the Health Center. These services are available for a nominal fee to those students who are enrolled

for 6 or more credits at the University. Other students enrolled for less than 6 credits are charged on a pro-rata basis. Laboratory tests can be prescribed by a Health Center physician, however, these tests are not done at the Health Center. These tests are done at the location of the individual's choice and the costs are borne by the individual. Please call the Health Center for office hours and to schedule the following services: prescription for laboratory tests, Mantoux Test, and/or health examination. **You must identify yourself as a nursing student.**

Students may choose to use the Health Center or their own health care provider to complete the Department of Nursing's Health form. These forms are distributed by the Department chairperson to all students who are to be enrolled in clinical courses. Completion of the Health Forms is required 6 weeks prior to the beginning any clinical semester. **Students who fail to have all health forms completed will not be allowed on the clinical unit.**

Revised 7/30/99; Reviewed 5/11/00; 5/22/01; 7/07; 7/10/08

4. Student Health Records

Student health records are filed in the Health Center. The Department of Nursing receives a Health Requirement Verification Form from the Health Center when the health examination form and lab tests are complete. This form verifies that the student has met the Department of Nursing's health requirements, including the results of the Two-step Mantoux test. (See Appendix for a sample copy of this form.)

Approved 12/98; Reviewed 5/11/00; 5/22/01; 7/10/08

5. Reporting of Student Health Problems

When evidence of a student health problem exists and treatment is indicated, it is required that a letter be sent to the Chairperson of the Department of Nursing from the appropriate health professional attesting to the completion of the treatment and student's health status. The Chairperson will notify the appropriate nursing faculty members of situations that have the potential of being problematic to the well-being of students while in the clinical area.

Students have an ethical responsibility to report to the nursing faculty any health related condition that presents a risk to themselves or to patients/clients. The nursing faculty as a whole will determine if students are able to meet core competencies as per student/medical reports. Students who are determined to be unable to meet the core competencies will be dismissed from the nursing program.

Approved 4/13/99; Revised 7/30/99; Reviewed 5/11/00; 5/22/01; 7/10/08

6. Policy on Communicable Diseases

This policy supplements the University Policy on HIV Disease - University Student Handbook.

- a. Students are informed of health hazards inherent in nursing education programs. Clinical settings that pose additional risk to the personal health of immunosuppressed students identified, and such persons should be advised of these risks and urged to consult their health care provider to assess the significance of the risks to their own health.
- b. Nursing students must know how to care for clients with communicable diseases. Nursing students must understand and accept their moral responsibility to care for clients with communicable diseases and have the knowledge and skills to perform safe and effective nursing

care. Students must demonstrate a knowledge and skill in the performance of basic aseptic techniques and Universal Precautions.

- c. The Department of Nursing follows the guidelines developed by the Center for Disease Control and Prevention regarding the use of universal precautions. When the clinical agency in which the student is practicing in has a policy more restrictive than the standard universal precautions, the student should follow the agency's policy.
- d. At the start of each clinical course, universal precautions will be reviewed with the students.
- e. Students, faculty, or staff who believe that a communicable disease exposure has occurred during clinical activities, have the obligation to follow the clinical agency protocol on exposure (if applicable), complete a ESU Department of Nursing incident report, and inform the Chair of the ESU Department of Nursing, who then informs the Director of the Student Health Center.
- f. Students and faculty are relieved of responsibility of caring for clients with HIV/AIDS under the following circumstances: pregnancy, immunosuppression, or an active infection that can be transmitted to the client.
- g. Students who know they have a communicable disease are urged to voluntarily inform the Director of Student Health Services, who will provide information and referral on health care and counseling, and begin a process to assess the need for modification in clinical experiences. Modification of the clinical experiences of the student will be based on the nature of the clinical activity, the technical skill of the infected person, the risks posed by the student's status, functional abilities, and the degree of transmission of other infectious agents. (Adapted from Association of American Medical Colleges, "Policy Guidelines for Addressing HIV infection in the Academic Medical Community," Oct. 1988)

*Adapted from "Policies and Guidelines for Prevention and Management of Human Immunodeficiency and Hepatitis B Virus Infection in the Nursing Education Community" -American Association of Colleges of Nursing
Approved 7/30/99; Reviewed 5/11/00; 5/22/01; 7/07*

7. Policy on Hepatitis B Virus

Students are required to provide evidence of hepatitis B vaccination prior to the beginning of a clinical course. If a student chooses to waive the vaccination, the student must sign the Hepatitis B Vaccine Student Declination Waiver. (See Appendix for a sample copy of this form.)

E. STUDENT EXPENSES

It is the student's responsibility to purchase the following items and obtain the required clearances. Estimated expenses include the following:

- Health Examination ((Available for a nominal fee at the University Health Center if enrolled as full-time student.)
- Laboratory Tests (The Mantoux test is available for a nominal fee at the University Health Center if enrolled as full-time student.)
- Clearances: Act 34, \$10.00; Act 151, \$10.00
- FBI Fingerprint Clearance if Out-of State Resident \$30.25
- Malpractice Insurance \$15.00 group coverage through Department of Nursing

- CPR Certification \$40.00-\$100.00
- Uniforms \$50.00
- Lab coat \$45.00
- Name pin \$8.00
- Stethoscope \$100.00
- Bandage Scissors \$8.00
- Pen light \$4.00
- Watch with second hand \$20.00
- White shoes \$40.00
- Textbooks (Nursing) \$1000.00
- Headphones for CD-Rom use in Computer Lab \$10.00
- Travel expenses to clinical sites (varies)
- HESI re-test if required \$40.00 (for students who score less than minimum)
- NCLEX Review Course \$500.00 approximate (required before graduation)
- Undergraduate cap and gown \$40.00
- Graduation fee \$25.00

(This list is not meant to be all inclusive, since additional expenses may be incurred as new requirements are added by affiliating clinical agencies and/or the university.

Revised 5/21/02; 9/05/7/06; 7/07; 7/10/08

F. GRADUATION REQUIREMENTS

Students in the Bachelor of Science program must meet graduation requirements for the University and the Department of Nursing. Graduation requirements are outlined in the ESU Undergraduate Catalog and in Section IV of this Handbook.

a. NCLEX Licensure Examination

Graduates of the BS Program are eligible to take the National Nursing Licensure Examination by the National Council of State Board of Nursing to become registered nurses. Students should note that there are restrictions on licensure due to felony convictions related to controlled substances. The “Controlled Substance, Drug, Device and Cosmetic Act” is read and signed by all students entering the Nursing Program, when they sign the Curriculum Plan. (See Appendix for a copy of this policy.)

b. Program Outcomes Assessment

Senior students are required to participate in activities that are designed to measure the outcomes of the nursing program which include the HESI Exit Exam. This test is administered during the spring semester prior to graduation. This test provides feedback regarding nursing knowledge and skills required for the national licensure examination. The University Student Activities Fees cover the costs of the HESI mid-curricular and exit tests. If junior nursing students need to retake the test, it is at their own expense.

G. OPPORTUNITIES FOR STUDENT PARTICIPATION

1. Student Activities Record

Students have an opportunity to participate in a variety of extracurricular activities on campus and in the community. A record of student activities is kept on file in the Department of Nursing for each student. A copy of this record is available upon request. (See the Appendix for a sample copy of this form.)

2. Wellness Service Learning Nursing Project

Students and faculty have the opportunity to become involved in service learning activities for the purpose of the health promotion and disease prevention of older adults in the community at the Loder Center which is a clinical site for the Department of Nursing that is sponsored by the Monroe County Area Agency on Aging and its Prime Time Health Program. Health education, screening and research are among the services provided through the Department's Wellness Service Learning Nursing Project entity. The Project is a member of the National Nursing Centers Consortium (NNCC). For information, please contact the Chair of the department.

3. Nursing Honor Society

The XI Beta Chapter of Sigma Theta Tau International, Honor society of Nursing was chartered in April of 1994. Membership is open to those undergraduate students who have completed at least on half of the required nursing component of the baccalaureate curriculum. The purposes of the society are to: recognize superior achievement; recognize the development of leadership qualities; foster high professional standards; strengthen commitment to the ideals and purposes of the profession. Candidates for membership shall have a grade point average of at least 3.0 on a four-point scale and shall rank in the highest 35% of their class in scholarship.

4. Student Nurses Association

The Student Nurses Association (SNA) is a way for students to get involved early in their University careers. The SNA promotes student development and growth, facilitates community health, and encourages beneficial relationships with nursing and related health organizations. All students are encouraged to participate in this association.

Members of SNA serve as the "official" voice of the nursing student body and may serve on most departmental committees. Input provided by SNA members directly affects programmatic decisions. SNA members attend state and national conventions and hold social activities throughout the school year.

5. Annual Pinning Ceremony

Graduating seniors may participate in the annual pinning exercises planned by members of the senior class. The pinning ceremony is held each spring. Student awards are presented at this ceremony.

H. SCHOLARSHIPS AND AWARDS

The Sanderson Writing Award:

Name/Purpose

- The name of this award shall be the Sanderson Writing Award in Nursing.
- The purpose of this award is to honor the recipient of the award and to provide incentive for scholarly and creative written expression to uphold the tradition and high ideals of Dr. Marjorie Sanderson, EdD, RN, FAAN, past Associate Dean for Nursing at East Stroudsburg University.

Funding

The dollars for this award will be from the earnings of the fund established for this specific purpose. Capital for this fund can be received from any appropriate source.

Student Eligibility

Any nursing major is eligible to submit a paper.

Submission Format

- The paper must be typed and no less than 500 words.
- Two (2) copies of the paper must be submitted. Each copy will have two (2) face sheets; One will bear the student's name, social security number and title of the paper. The second face sheet will bear only the title of the paper. The student's name should not appear on the paper in order to protect anonymity.
- Format of the paper, including references and bibliography, must be in the current style of the American Psychological Association.
- Projects and/or papers written from an artistic perspective which are congruent with the award will also be considered.
- The deadline for submission of the paper will be announced by February 1 by the chair of the department.

Selection Process

The papers will be read anonymously by two (2) faculty selected by the nursing department chairperson. The award will be selected using the following criteria:

- identification of a theme relevant to nurses and the nursing profession.
- originality and coherent development of ideas relevant to the identified theme.
- organized, fluid and concise expression of ideas using accepted grammatical format.
- evidence of research in current professional journals/books to substantiate ideas/theme.
- timeliness and appropriateness of references.

The committee retains the right to defer selection of a winner if, in their judgment, no papers meet the above criteria.

Value

The award will be presented prior to the end of the spring semester at the Pinning Ceremony. There will be a money award of one hundred dollars or as the fund permits.

Renewal

An award recipient shall be eligible to compete for a subsequent award.

Fiscal Administration

The fiscal administrator of this award shall be the Office of Advancement of East Stroudsburg University. This award fund shall be invested in such a manner as to provide maximum financial return as well as the liquidity of interest that is required for disbursement of awards.

Announcement of Recipient and Publicity

The Office of Student Financial Aid shall be responsible for providing appropriate announcement to the recipient and to the media regarding this award.

Amendments to the Guidelines

These guidelines may be changed or amended by the faculty of the nursing department in concert with the Director of Financial Aid. It is expected that the principal endowment is invested, and the award is drawn annually from the interest.

Reviewed 7/30/99; 5/11/00; 5/22/01; 7/07; 7/10/08

2. Outstanding Graduate Award:

Senior nursing students planning to graduate in the calendar year of the award are eligible for this award. In addition, the recipient will also receive a cash award (the precise amount varies from year to year depending upon donations.)

Eligibility

- A candidate who applies for the award must have 3.25 Q.P.A. or better.
- Evidence of participation and contribution (especially in a leadership role) in university and community activities.
- Creativity that has been manifested.
- Accomplishment of the program outcomes and objectives of the nursing program.
- Demonstration of participation in activities that promote the professional role of nursing.
- Submission of materials
- Resume
- Student Activities Record (See Appendix for a sample copy of this form.)

The award is presented at the annual Pinning/Award Ceremony in the spring semester.

3. Honors Awards

Senior nursing students who have met the criteria for the Outstanding Graduate Award may be selected by the nursing faculty to receive this award.

Revised 7/30/99; Reviewed 5/11/00; Revised 5/22/01; 7/10/08

I. SCHOLARSHIPS

1. The Lillian Wertz-Graham Nursing Scholarship. This scholarship award is in memory of Lillian Wertz-Graham, LPN, to promote leadership and academic excellence. The nursing major must have completed 60 credits, and have a cumulative quality point average of 3.6 or above. The award is in the amount of \$500.00 toward tuition. Two hundred fifty dollars will be awarded in both the Fall semester and in the spring semester of the student's senior year. The department chair or designee will identify the recipient of this award.

2. The National Society Colonial Dames XVII Century sponsors the Pocahontas Scholarship program. This scholarship is open to all Native American students majoring in nursing who have completed one year of college. The scholarship is \$500 per semester for a possible four semesters. Scholarship awards will be credited to the student's University account.

Please contact the Department of Nursing for other scholarship opportunities and/or watch for announcements on departmental bulletin boards and in student mailboxes.

Reviewed 5/11/00; Revised 5/22/01; 6/30/03; 7/27/04; 7/10/08

APPENDIX

FORMS

- 1. Health Form pg. 44-45**
- 2. Health Verification Form pg. 46**
- 3. Substance Abuse Policy pg. 47**
- 4. Hepatitis B Student Declination pg. 48**
- 5. Tally Sheet pg. 49**
- 6. Student Activities Record pg. 50**
- 7. LPN-BS Required Testing Scores pg. 51**

University Organizational Structure pg. 52

Nursing Organizational Structure pg. 53

Nursing Faculty pg. 54

Important Information pg. 55

Academic Calendar – Inside Cover

**EAST STROUDSBURG UNIVERSITY
DEPARTMENT OF NURSING
HEALTH FORM**

Date _____

Last Name	First	Middle	Date of Birth
Address		City	State
		-()	-()
Social Security Number	Telephone (home)		Cell or Telephone (school)
Date Entered Program		Expected Date of Graduation	

TWO STEP TUBERCULIN SKIN TEST (MANTOUX):

(Series must be completed within past three months. Second test must be completed within 7 to 28 days of the initial test.)

1. Date administered _____ Date Read _____ Results: _____ mm Negative _____ mm Positive
2. Date administered _____ Date Read _____ Results: _____ mm Negative _____ mm Positive

Attach a copy of a Chest X-ray required for positive Mantoux (or if not done):

Date _____ Treatment for positive PPD/CXR _____

WEIGHT: _____ HEIGHT: _____

BLOOD PRESSURE: Sitting _____ / _____ Normal _____ Abnormal _____

VISION: RIGHT EYE = 20 / _____ LEFT EYE = 20 / _____

VISION CORRECTED: RIGHT EYE = 20 / _____ LEFT EYE = 20 / _____

COLOR VISION: NORMAL _____ ABNORMAL _____

LAST DENTAL CHECK UP: _____ Any Abnormalities: _____

The Pennsylvania State Board of Nursing and the Nursing Department require that the following tests be performed: *(Please attach copies of the following lab test results done within the last three months)*

- HEPATITIS SCREEN **HBsAG**
- RUBELLA TITER
- COMPLETE BLOOD COUNT
- SEROLOGY (VDRL, RPR or STS)
- URINALYSIS
- IMMUNIZATIONS (please see back of this form)

Physician's Signature _____ Date: _____

Address _____

PRINT PHYSICIAN'S NAME _____

RETURN INFORMATION, INCLUDING PHOTOCOPIES OF LABORATORY RESULTS to:

Director of Health Services
Flagler/Metzgar Center
East Stroudsburg University
200 Prospect Street
East Stroudsburg, PA 18301-2999

(Complete other side)

**EAST STROUDSBURG UNIVERSITY
DEPARTMENT OF NURSING
IMMUNIZATION RECORD**

Student Name: _____

IMMUNIZATIONS	DATE
Measles	_____
Mumps	_____
Rubella	_____
Tetanus	_____

HEPATITIS B VACCINE

The Occupational Safety and Health Administration (OSHA) has implemented rules governing exposure to bloodborne pathogens. Students participating in clinical activities are required to either receive the hepatitis B vaccine or sign a waiver.

_____ Student started on hepatitis B vaccine series.
Date

Physician Signature

_____ Hepatitis B vaccine series completed.
Date

Physician Signature

OR

I elect to waive the hepatitis B vaccine requirement.

(Signature also required on Declination Form available at the Nursing Dept.)

Student Signature _____ **Date** _____

**EAST STROUDSBURG UNIVERSITY
DEPARTMENT OF NURSING**

HEALTH REQUIREMENT VERIFICATION FORM

This verifies that _____

Social Security Number _____, has a health record on file in the Health Services Center at East Stroudsburg University which has been completed by a licensed physician/nurse practitioner and meets the Pennsylvania State Board of Nursing's rules and regulations.

The Health Assessment is dated _____ and is valid for two years.

The Lab Tests are dated _____ and are valid for two years.

Immunizations are complete: _____ Yes _____ No

Annual Tuberculin Skin Test (Mantoux) Results: _____ Date _____

Results: _____ Date _____

Signature _____ Date _____

ESU Health Center Official

**EAST STROUDSBURG UNIVERSITY
DEPARTMENT OF NURSING**

SUBSTANCE ABUSE POLICY

The State Board of Nursing is also advising schools that felonious acts prohibit licensure in Pennsylvania as of January 1, 1986. The following, taken from the Law, is used as guideline for admission:

The Board shall not issue a license or certificate to an applicant who has been:

1) convicted* of a felonious act prohibited by the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act,"

or

2) convicted* of a felony relating to a controlled substance in a court of law of the United States or any other state, territory or country unless:

- a. at least ten years have elapsed from the date of the conviction;
- b. the applicant satisfactorily demonstrates to the Board significant progress in personal rehabilitation since the conviction such that licensure should not create a substantial risk of further violations; and
- c. the applicant otherwise satisfies the qualifications contained in this act.

A person convicted of any felonious act may be prohibited from licensure by the Board of Nursing at any time.

In addition, students engaged in substance abuse or who are impaired by drug abuse (including alcohol) will be removed from clinical/classroom experiences and are subject to disciplinary procedures as outlined in the East Stroudsburg University Student Handbook.

*Convicted includes a judgment, an admission of guilt or a plea of nolo contendere.

EAST STROUDSBURG UNIVERSITY

Department of Nursing

**HEPATITIS B VACCINE
STUDENT DECLINATION WAIVER**

In accordance with OSHA's Bloodborne Pathogens Standard, 29, CFR 1910.1030, and the ESU Bloodborne Pathogens Exposure Control Plan Policy, students of East Stroudsburg University who work in areas where they are at risk or may be exposed to blood or other potentially infectious materials, are to be given the opportunity to be vaccinated with the Hepatitis B vaccine.

I understand that due to my occupational exposure to blood or other potentially infectious materials, I may be at risk of acquiring *hepatitis B virus* (HBV) infection. **However, I decline *hepatitis B* vaccination at this time. I understand that by declining this vaccine, I continue to be at risk of acquiring *hepatitis B*, a serious disease.**

Hepatitis B is a virus that damages the liver in such a way that this illness can be life threatening. The *hepatitis B* infection may also turn into a chronic condition.

The *hepatitis B* vaccine is available and promotes immunity to *hepatitis B*. This vaccine is recommended for persons who are at risk for acquiring *hepatitis B*. As a nursing student, **YOU** are included in this high risk group because of the direct contact with blood and other body fluids. One example of this risk is that **YOU** will be administering injections (needles) to clients. Needles are sharp objects and may accidentally puncture your own skin with the possibility of becoming infected. If in the future I continue to have occupational exposure to blood or other potentially infectious materials and I want to be vaccinated with *hepatitis B* vaccine, I may do so.

I decline the *hepatitis B* vaccine at this time.

SIGNATURE

PRINT NAME

DATE

**EAST STROUDSBURG UNIVERSITY OF PENNSYLVANIA
DEPARTMENT OF NURSING
GENERAL EDUCATION REQUIREMENTS TALLY SHEET**

Student _____ Expected Graduation Date _____ Today's Date _____ Advisor _____

GENERAL EDUCATION REQUIREMENTS	CREDITS	DATE TAKEN
1. English Composition <i>Minimum of "C" required. (Not counted as a GE course)</i>	3	
2. Two one-credit FIT courses 1.	1	
(or one 2-credit FIT course) 2.	1	
3. Group A <i>Students must complete a distribution of at least fifteen (15) credits. The student may take three credits in three subjects and six credits in a fourth subject or three credits in each of five subject areas.</i> a) English Language and Literature, b) Philosophy c) Fine Arts (stresses theory: Art, Communication Studies, Music, Theatre), d) Foreign Language e) Performing Arts (stresses performance: Dance, Music, Communication Studies, Theatre)		
1.		
2.		
3.		
4.		
5.		
6.		
7.		
4. Group B <i>Students must complete a distribution of at least fifteen (15) credits. The student may take three credits in three subjects and six credits in a fourth subject or three credits in five of six subject areas.</i> a) Biology b). Chemistry c) Computer Science d) Mathematics e) Physics f) Psychology		
1.		
2.		
3.		
4.	<i>Pre-requisites and Nursing Courses satisfy this section</i>	
5.		
6.		
7.		
5. Group C <i>Students must complete a distribution of at least fifteen (15) credits. The student may take three credits in three subjects and six credits in a fourth subject or three credits in each of five subject areas.</i> a) Economics b) Geography c) History d) Political Science e) Sociology / Anthropology		
1.		
2.		
3.		
4.		
5.		
6.		
7.		
6. Free Electives Courses needed to bring total credits to 120, required for graduation.		
<i>Approved 7/30/99; Reviewed 5/11/00; 5/22/01; 6/30/03; 7/10/08</i>		

EAST STROUDSBURG UNIVERSITY
Department of Nursing

STUDENT ACTIVITIES RECORD

Student: _____

Class of: _____ **Today's Date:** _____ **Advisor:** _____

Freshman Year

University Activities: (ESU related: Clubs, Organizations, Sports, SNA, Conventions, etc.)

Community Activities & Service: (Outside of ESU, # of hours if possible)

Achievements: (Awards, Certifications, Sports, Dean's list, etc.)

Summer Employment:

Sophomore Year

University Activities: (ESU related: Clubs, Organizations, Sports, SNA, Conventions, etc.)

Community Activities & Service: (Outside of ESU, # of hours if possible)

Achievements: (Awards, Certifications, Sports, Dean's list, etc.)

Summer Employment:

Junior Year

University Activities: (ESU related: Clubs, Organizations, Sports, SNA, Conventions, etc.)

Community Activities & Service: (Outside of ESU, # of hours if possible)

Achievements: (Awards, Certifications, Sports, Dean's list, Sigma Theta Tau, etc.)

Summer Employment:

Senior Year

University Activities: (ESU related: Clubs, Organizations, Sports, SNA, Conventions, etc.)

Community Activities & Service: (Outside of ESU, # of hours if possible)

Achievements: (Awards, Certifications, Sports, Dean's list, Sigma Theta Tau, etc.)

Professional Goals/Career Plans:

Additional comments if necessary (transfer student, switched major, etc.)

Approved 4/99; Reviewed 5/11/99; 5/11/00; 5/22/01; 7/10/08

EAST STROUDSBURG UNIVERSITY

Department of Nursing

Required Scores for Testing by Examination

LPN-BS Option

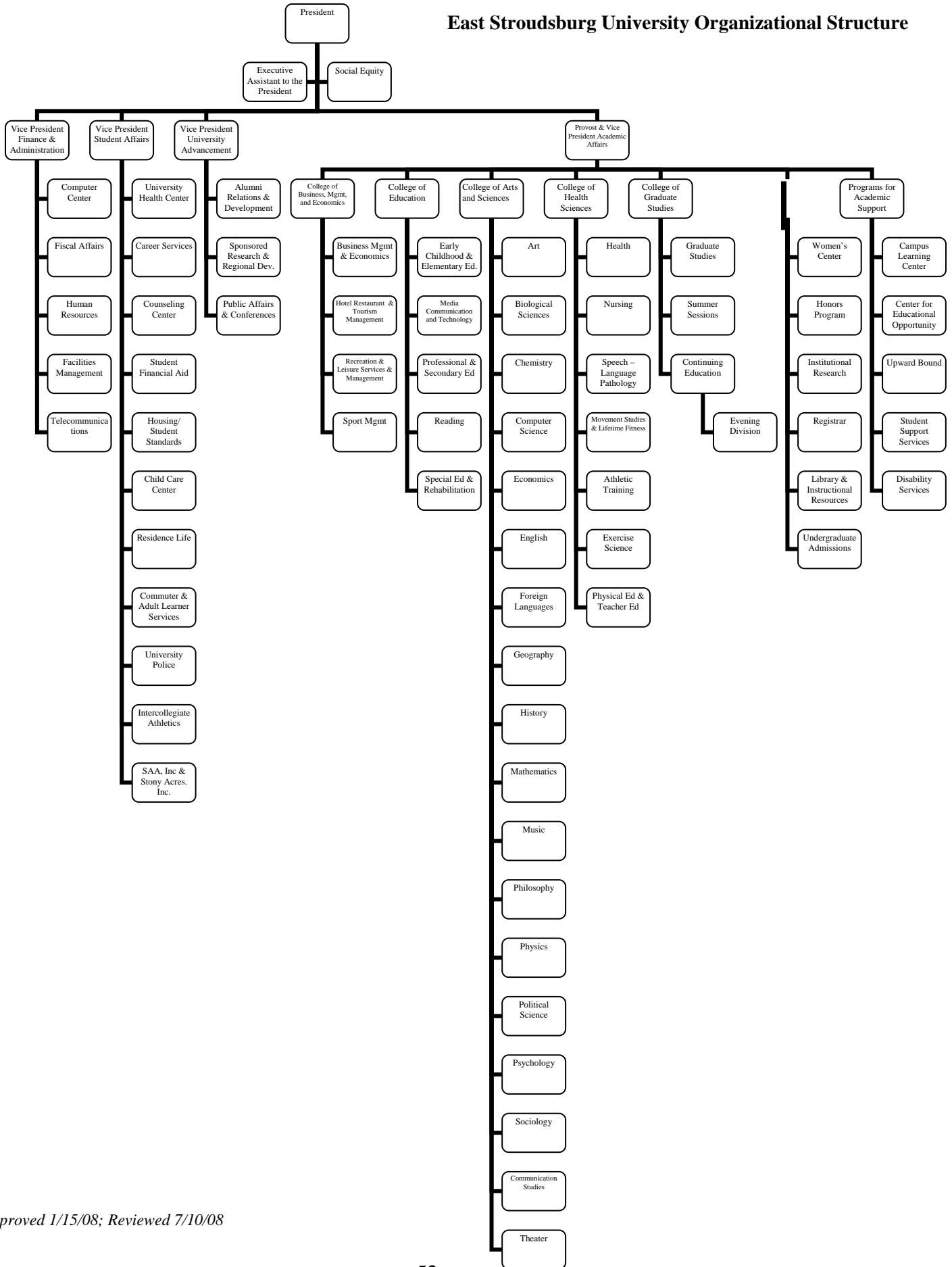
Test	Passing Score (Decision Score)	Nursing Course
NLN Nursing Acceleration Challenge (ACE) I Foundations of Nursing	70	NURS 320
NLN Nursing Acceleration Challenge (ACE) II Care of the Client During Childbearing and Care of the Child	85 85	NURS 321 NURS 322
NLN Nursing Acceleration Challenge (ACE II) Care of the Adult Client	85	NURS 421 NURS 422

Other Nursing Courses

Test	Passing Score	Nursing Course
NLN Diet Therapy and Applied Nutrition	78 (raw score)	NURS 301
ERI Gerontology	Above the national average	NURS 304
Health Assessment	Comprehensive Final Exam	NURS 103/104

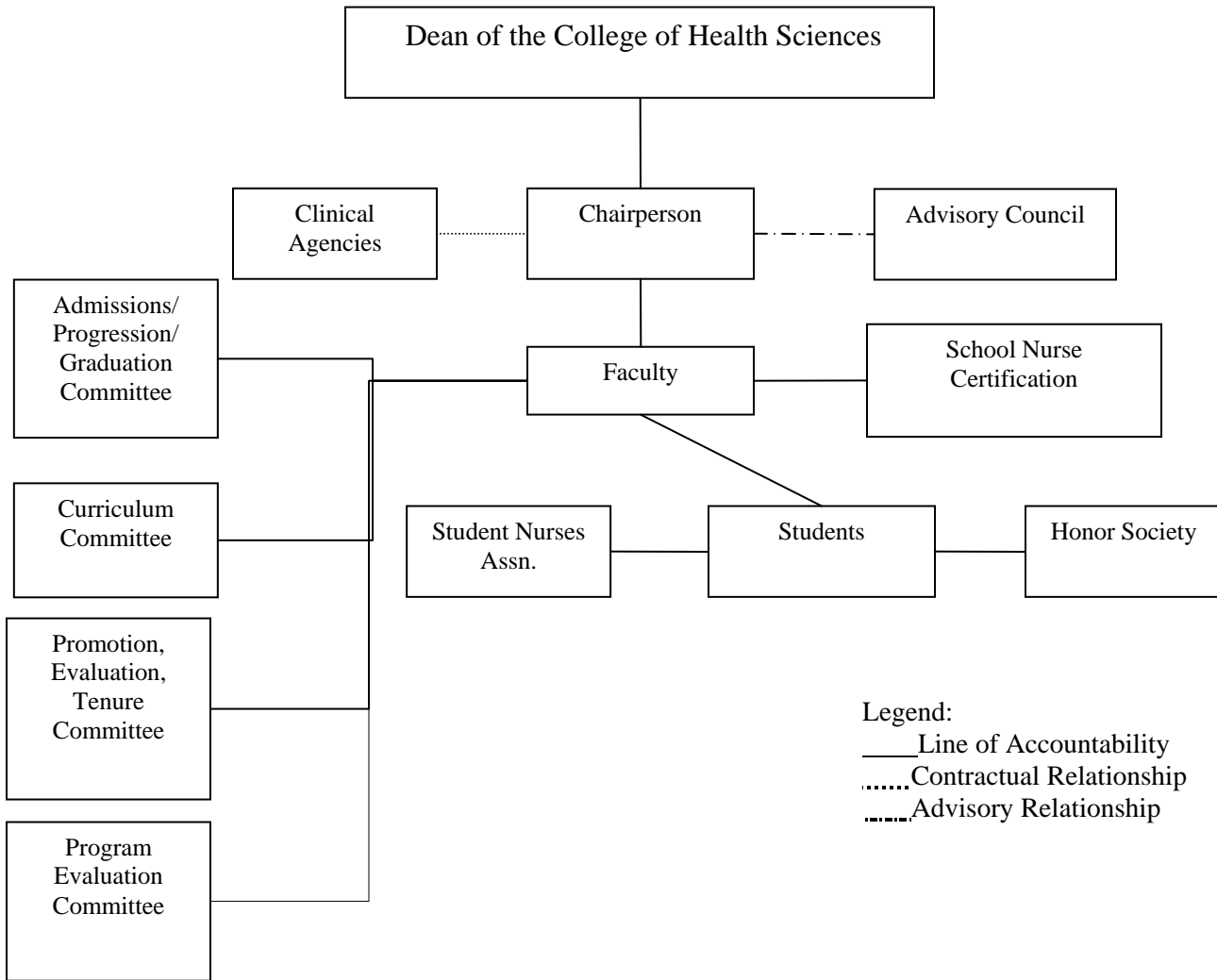
Reviewed 7/10/08

East Stroudsburg University Organizational Structure



Approved 1/15/08; Reviewed 7/10/08

East Stroudsburg Department of Nursing Organizational Structure



DEPARTMENT OF NURSING

FACULTY

<u><i>Nursing Faculty</i></u>	<u><i>Area of Specialization</i></u>	<u><i>Education</i></u>
Prof. Paulette Dorney, MSN, RN, CCRN Instructor 422-3567	Adult Health Cardiology	BSN - Cedar Crest College MSN - University of Pennsylvania
Dr. Corinna Dotter, ND, MSN, RN Assistant Professor 422-3566	Pediatrics Naturopathy	BSN - Wilkes College MSN - University of PA ND - Canyon College, ID
Dr. Marcia L. Gasper, EdD, MSN, RNC Associate Professor 422-3757	Maternal-Child Health Assessment	BSN - Penn State University MSN - University of Pittsburgh EdD - University of Pittsburgh
Dr. Mary Tod Gray, PhD, RN Associate Professor 422-3475	Adult Health Research	BSN - Univ. of Michigan, Ann Arbor MA - New York University PhD - New York University
Dr. Patty O. Hannon, PhD, APRN, BC, CNE Associate Professor 422-3561	Psychiatric/ Mental Health	BSN - Medical College of Georgia MSN - Medical College of Georgia PhD - Penn State University
Prof. Claranne N. Mathiesen, MSN, RN Assistant Professor 422-3474	Adult Health	BSN - East Stroudsburg University MSN - Villanova University
Dr. Lori T. Pierangeli, PhD, RN Associate Professor 422-3564	Community Health	BSN - Marywood College MSN - Binghamton University PhD - Binghamton University
Dr. Suzanne Fischer Prestoy, PhD, RN Chairperson Associate Professor 422-3563	Psychiatric/Mental Health Leadership/Management	BS - Wilkes College MS - University of Pennsylvania PhD - New York University
Prof. Janet W. Primrose, RN, MSN, SNP Assistant Professor 422-3576	School Nursing Community Health	BSN - East Stroudsburg University MSN - Northern Illinois University SNP - University of PA
Prof. Laura M. Waters, DNSc (c), MSN, RN Assistant Professor 422-3569	Adult Health Gerontology	BSN - College Misericordia MSN/CNS - Wilkes University DNSc (c) - Widener University
Lab Coordinator Andrea Shook, RNC, MSN	Women's & Children's Health	BSN - Cedar Crest College MSN/CNS - College Misericordia
Nutritionist Prof. Christina Brecht, RD Instructor 422-3457	Nutrition and Diet Therapy	BS - Pennsylvania State University MPH - University of Michigan

IMPORTANT DATES AND INFORMATION

Freshman or Transfer Year:

- Review Department of Nursing Student Handbook
- Make appointment with Advisor in the fall and spring semesters to review curriculum plan and policy updates

Sophomore or Transfer Year:

- Review Department of Nursing Student Handbook
- Make appointment with Advisor in the fall and spring semesters to review curriculum plan and policy updates

Summer Prior to Junior Year:

- July 1st – all clearance forms, CPR Certification, Malpractice insurance payment, and other clinical requirements are due

Junior Year:

- Review Department of Nursing Student Handbook
- Make appointment with Advisor in the fall and spring semesters to review curriculum plan and policy updates
- Mid Spring: HESI Mid-Curricular Exam
- Mid Spring: Apply for hospital externship for summer

Senior Year:

- Fall: re-take HESI Mid-Curricular Exam if passing score was not obtained
- Submit application for graduation
- Make appointment with Advisor in the fall and spring semesters to review graduation requirements, curriculum plan, policy updates
- Spring semester: HESI Exit Exam
- NCLEX Review Course

ACADEMIC CALENDAR 2008-2009

Fall 2008		Spring 2009	
August		January	
23	Residence Halls Open for Freshmen	11	Residence Halls Open
24	Residence Halls Open for Returning Students	12	Classes Begin
25	Class Begin	14	Last Day - No Grade - Quarter 3
27	Last Day - No Grade - Quarter 1	15	Last Day to Add - Quarter 3
28	Last Day to Add - Quarter 1	16	Last Day No Grade
29	Last Day - No Grade	19	Martin Luther King Day - No Classes
September		27	Last Day to Add
1	Labor Day - No Classes	February	
8	Last Day to Add	13	Last Day to Withdraw - Quarter 3
20-21	Family Weekend	27	Quarter 3 Ends
29	Last Day to Withdraw - Quarter 1	March	
October		2-6	Spring Break
4	Homecoming	9	Classes Resume; Quarter 4 Begins
13	Columbus Day - No Classes	9	Midterm Grades Due
14	Switch Day - Monday Schedule	11	Last Day - No Grade - Quarter 4
14	Quarter 1 Ends	12	Last Day to Add - Quarter 4
15	Quarter 2 Begins	31	Last Day to Withdraw
17	Last Day - No Grade - Quarter 2	April	
20	Midterm Grades Due	10	Last Day to Withdraw - Quarter 4
20	Last Day to Add - Quarter 2	24	Quarter 4 Ends
November		27	15th week Begins
4	Last Day to Withdraw	May	
18	Last Day to Withdraw - Quarter 2	1	Residence Halls Close
26-28	Thanksgiving Break - No Classes	1	Graduate Commencement
December		2	Undergraduate Commencement
1	Classes Resume	8	Final Grades Due
5	Quarter 2 Ends	18	Pre Session Begins
8	15th Week Begins	25	Memorial Day - No Classes
12	Residence Halls Close	June	
12	Graduate Commencement (anticipated)	5	Last Day Pre Session
13	Undergraduate Commencement	8	Main Session Begins
18	Final Grades Due - Manually	July	
19	Final Grades Due - Electronically	3	Independence Day - No Classes
		17	Main Session Ends
		20	Post Session Begins
		August	
		7	Post Session Ends