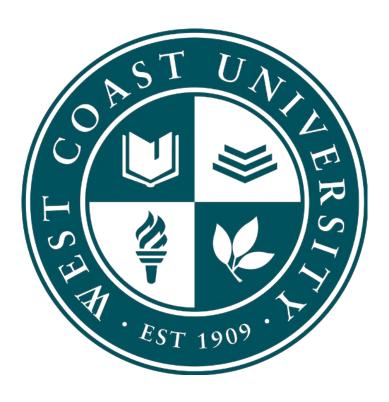# West Coast University

COLLEGE OF NURSING- PRELICENSURE

June 23, 2025

Student Handbook for the College of Nursing - Prelicensure Programs

Associate Degree in Nursing

Bachelor's Degree in Nursing

Contents

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Introduction

Program or Policy Changes

The University reserves the right to change policies, regulations, fees, course instruction and content, class schedules, policies, procedures, materials and equipment, as it deems necessary in the interest of improving the students' educational experience or as required by any applicable regulatory authority. When class size or curriculum warrant, classes may be combined. When federal, state, accreditation, or professional changes occur that affect students currently in attendance, the institution will make the appropriate changes and notify the students accordingly.

College of Nursing Mission

The mission of the College of Nursing is to provide evidence based and innovative nursing education to culturally diverse learners; preparing nurses to provide quality and compassionate care responsive to the needs of the community and the global society.

Purpose and Scope

The Student Handbook for College of Nursing- Prelicensure Programs (hereinafter referred to as the "RN Handbook") aims to provide information specifically related to the pre-licensure nursing programs. The West Coast University Student Handbook ("WCU Handbook") provides specific information about all other policies and procedures that apply to all students (graduate and undergraduate). Students are required to refer to both the RN and WCU Handbook documents, as well as the Catalog, for information.

The contents of the RN Handbook may be subject to change at any time. Please be advised that the University Catalog and WCU Student Handbook contain policies and procedures that apply to all WCU students and are the primary sources of reference for such general information.

Discrepancies in policies or procedures in the Academic Catalog, WCU Student Handbook, and RN Handbook are unintentional. If discrepancies exist, the RN Handbook will prevail for all pre-licensure nursing program-specific information. In the event there is any discrepancy for general policies that apply to WCU students generally, the Academic Catalog or WCU Handbook prevail.

Course syllabi reflect the most current and detailed class requirements and will be followed as the prevailing source of course requirements. Course syllabi requirements are to be relied upon as the determining course requirements in the event of any discrepancy with other published materials, such as the University Catalog.

Purpose of the Pre-licensure Nursing Programs Handbook

This RN Handbook provides information specifically related to the pre-licensure nursing programs. As new policies relating to nursing student activities are adopted, the RN Handbook will be revised to reflect any changes. Students are expected to be familiar with the RN Handbook. Additional resources include the Academic Catalog and the WCU Student Handbook. It is the student's responsibility to be familiar with the policies in West Coast University documents and remain informed as to any updates and changes made to them.

Pre-Licensure Nursing Programs

Pre-licensure Nursing Programs at WCU are structured to guide students through a progressive development of competencies. This curriculum is designed to ensure that graduates are well-prepared for their licensure exams and equipped with the skills, knowledge, and ethical grounding necessary to excel in dynamic nursing settings.

The nursing curriculum for each pre-licensure program has been organized using the Nursing Process, the Curriculum Judgement Model, the American Association of Colleges of Nursing (AACN), and the National League for Nursing (NLN) professional standards. Application of the nursing process, clinical judgement model, AACN, and NLN professional standards are scaffolded throughout program curriculum.

The curricula reflects the Mission, Philosophy, and Program Outcomes of the WCU College of Nursing is consistent with the mission of the University. The curriculum builds upon concepts from simple to complex.

The framework for the undergraduate curricula helps prepare the graduates to function with beginning competencies in the role of provider and manager of care and contributing member of the collaborative health care team in nursing.

Pre-Licensure Nursing Programs Competency Levels

Pre-licensure nursing programs (also referred to herein as "RN Programs") are divided into three distinct levels, each level signifies a progressive segment in the educational journey.

Level One	Courses focus on foundational nursing knowledge, including basic evidence-based healthcare principles and expected outcomes. Level One encompasses introductory courses that set the groundwork for further studies in nursing.
Level Two	Courses build upon Level One foundation, introducing students to more complex problem-solving and analysis in various nursing specialties. Level Two promotes greater engagement with the Clinical Judgement Model and standards for professional practice.
Level Three	Courses are the culmination of the program which prepares students for a multifaceted role in today's healthcare environment. Level Three emphasizes advanced skills in analysis and patient advocacy for collaboration within healthcare teams.

Curricular Concepts

The pre-licensure curricula are structured around key concepts addressed at each level to ensure a cohesive and comprehensive educational experience.

The pre-licensure programs are designed to prepare graduates to take the National Council of State Boards of Nursing (NCBSN) NCLEX-RN® licensure examination.

Getting Started & Resources

- Organize your life and time; use a planner, calendar, or other device to keep track of clinical schedules, assignments, work, and family obligations. Make sure to schedule time for self-care and wellness.
- Building meaningful connections during your academic journey is recommended. Study groups are encouraged as a method to prepare for class, clinical, lab, and simulation.
- Education at this institution requires a full-time commitment, with time dedicated to classes, study sessions, and clinical activities.
- Engage in open discussions with your family about your needs and goals, as the program's demands will impact their lives.
- Online coursework is demanding and requires the same time commitment than in-person classes.
- Students are expected to read and are responsible for the content included in each course syllabi.
- The nursing profession requires flexibility as situations evolve and change in healthcare. Prepare to be flexible, understand that changes may be necessary due to unforeseen circumstances with faculty or clinical partners.
- It is important to be prepared for class, clinical, lab, and simulation. Preparing in advance will help you later in passing the NCLEX-RN® and in your profession and as a registered nurse.
- Faculty want you to succeed, and they are there to help you. Faculty are available to provide tutoring, review concepts from exams, and remediate you to help you succeed. Seek assistance from faculty and other academic support colleagues to help you prepare or if you begin to experience difficulties.
- Ensuring you stay up to date with your readings and other assignments is crucial for your success. It's essential to clearly identify each task, allocate time for preparation, and seek assistance if faced with any challenges.
- Your accelerated nursing education is about learning to care for those who are ill or need your nursing expertise. This fast-paced learning environment requires dedication, commitment, and adaptability.
- The nursing profession is rooted in both science and caring. It is important to be mindful of this as you experience challenging or difficult situations throughout the program.
- The College of Nursing recognizes the need to work during school; however, it is important to minimize work as much as possible to remain dedicated and committed to your academic experience.
- Faculty Office Hours are listed in course syllabi.
- Student organizations, including Student Nurses Association (NSNA), are available for participation at each campus location. Students can contact the Student Affairs Department for information about joining and participating in student organizations.
- Technology requirements are listed in the WCU Student Handbook.
- The WCU Handbook includes the Code of Conduct.

- Students are accountable for information and skills learned in previous courses as the student progresses through the program.
- The use of cell phones or any technology that is not intended for the express benefit of the learning experience and approved by the faculty must be turned off in clinical settings and during class.
- **For access to the most up to date Student Resources**, access this link: https://westcoastuniversity.edu/online-student-resources

Late Entry to Test Guidelines

1. Students are expected to be on time for all classes and it is important that students arrive on time when tests are being administered.

2. No student will be admitted to a testing environment (whether it is a scheduled teacher-made examination or a proctored standardized examination) if they arrive more than 10 minutes after an examination begins.

3. If a student arrives late, but within the 10-minute time frame, the student will be permitted to take the examination. However, no additional time will be permitted for the examination. For example, if the examination is 60 questions and the test time permitted is 1 minute per question or 60 minutes, the late arriving student will be asked to stop taking the examination at the time the examination is scheduled to end for the students who were on time.

4. If a student arrives later than 10 minutes after the beginning of an examination as determined by the Testing Coordinator, the assigned test proctor(s), and/or the Lead faculty, the student will be denied entrance to the examination. The student would then be required to submit a request for a make-up examination.

5. The make-up policy would be enforced. The student would be required to submit a written request to take a make-up examination. The approval to take an alternative form make-up examination for teacher-made examinations with a maximum earned score of 76% would be the responsibility of the campus Dean.

6. Proctored standardized make-up examinations would be approved and scheduled with the Campus Testing Coordinator on a date and time when testing proctors are scheduled.

Guidelines for Professional Conduct

- The College of Nursing follows WCU policies regarding academic standards, academic integrity, sexual harassment, and the Code of Conduct found in the WCU Student Handbook.   West Coast University defines Academic Policies and the Code of Conduct in the WCU Handbook. The College of Nursing adheres to these policies and has, in addition, provided a Guide to Professional Behavior that all nursing students are expected to follow, included in the College of Nursing- Prelicensure Handbook
- Clinical settings are referred to as clinical sites, clinical facilities, or hospitals interchangeably throughout the RN Handbook.

Maintain a Culture of Respect

- Practice collaborative care at all times.
- Be a respectful member of the interdisciplinary team.
- Communicate using proper professional English, employing correct speech patterns and language in a calm and polite tone of voice.

Confidentiality

- Be mindful of legal and ethical responsibilities, respecting others' rights to privacy.
- Adhere to HIPAA regulations and other healthcare setting rules.
- Avoid discussing patient information in public spaces where privacy may be compromised.
- Refrain from taking patient-related information out of the hospital setting, including written assignments.
- Ensure written assignments maintain patient confidentiality and are shared only with instructors.
- Confidentiality regarding patient information must never be violated.

Commitment, Preparation, and Readiness

- Clinical experiences, including simulation and skills labs, are opportunities for students to learn and interact with individuals, families, and communities.
- Being prepared for clinical experiences includes arriving on time and with the necessary supplies and equipment (i.e., watch with second hand, bandage scissors), as appropriate to the setting.
- Students are expected to provide care to individuals, families, and communities according to course-level knowledge and skills.
- Every individual, family, and community encountered by nursing students deserves the highest standard of compassionate and competent care.
- Nursing students are expected to follow all legal and ethical requirements as outlined in the American Nurses Association (ANA) Code of Ethics, West Coast University Code of Conduct, and Clinical Facility expectations.

Acknowledgement of Self to Others

- Ensure staff and patients are aware of your presence.
- Introduce self by name and title.
- Provide professional report and sign off before leaving for the day.

Acknowledging Others

- Remember we are guests in the clinical setting and need to be respectful of our community partners dedicated to your nursing education and success.
- When appropriate, consider providing a thank you card to faculty, staff, or other interdisciplinary team members.

Academic Honor Code and Ethical Standards

- The Academic Honor Code outlines student expectations regarding cheating, plagiarism, other forms of academic dishonesty, and improper use of Artificial Intelligence. The Academic Honor Code is published in the WCU Handbook. For the most recent updates to the Academic Honor Code, please refer to the latest version of the WCU Handbook, which can be found on the University website.
- Nurses are held to the standards outlined in the ANA Code of Ethics for Nurses guides Pre-Licensure Nursing programs (Appendix A). Students are expected to adhere to these standards while progressing through their program of study.
- Nurses are expected to perform according to professional standards and state board requirements for professional practice. Students are expected to adhere to these standards while progressing through their program of study.
  - For example, the California Board of Registered Nurses defines *Standards of Competent Performance*, and the Texas Board of Nursing defines the *Differentiated Essential Competencies of Graduates of Texas Nursing Programs*.
  - In addition to these examples, each state board of nursing defines professional practice and describes professional nursing competencies and expectations in their *Nurse Practice Act*. Students can refer to each state board of nursing's website for more information.

Professional Attire and Conduct

- A therapeutic environment for patient care includes the appearance and behavior of those caring for the patient. Experiential learning in the lab, clinical, or simulation areas is not an opportunity for the student nurse to express their individuality in a manner that is not therapeutic for the patient. Therefore, the nurse's appearance must be professional. Asepsis and comfort are integral parts of patient care. Student interference with these aspects or contributing factors must be corrected as determined by this dress code policy. Any violation of this dress code may cause the student to be dismissed from class as an absence. Please note that hospital policy may supersede that of West Coast University.

   Uniform
- The approved uniform for students consists of five components:
  - Scrubs: Navy blue scrub top and pants with WCU logo
  - Undershirt: Navy-blue long-sleeved top
  - Blazer: Navy blue blazer with WCU logo
  - Jacket: Navy blue jacket with the WCU embroidered logo
  - White Oxford shirt: button-down with WCU logo, used for public health site visits.
- Students are required to wear a combination of the five uniform components during all Skills, Simulation, and Clinical Activities.

- The approved uniform can only be purchased from the specified companies. For ordering information, please visit https://wcu.uniformadvantage.com/login.asp and enter your WCU email and Student ID as the password in all lowercase
- The uniform must be clean, neat, pressed, complete, and in good repair.
- A name badge is mandatory and should be prominently displayed with uniforms.
- For outerwear, only the navy-blue blazer included in the official uniform packet or the approved navy-blue color jacket with the official WCU embroidered logo is permitted for clinical activities. No other hoodies, jackets, sweatshirts, or sweaters are allowed while at clinical sites.
- The standard approved socks for all students include crew or calf-high socks in solid colors only.
- Approved shoes are all white* or black, non-permeable, non-slip, and cover the entire foot. Open areas on shoes that expose the front, side or heel of the foot are not permitted (i.e., clogs, sandals). Shoelaces are allowed. Laces must be white, blue, grey or black in color.
  - *Individual campuses may require shoes and shoelaces that meet guidelines and only in white color.*
- Undergarments must not be visible through the uniform. The navy-blue long sleeve undershirt included in the official uniform packet or a solid navy-blue long sleeve undershirt without visible logos may be worn under the clinical scrub top for warmth or to cover visible tattoos. Turtlenecks are acceptable if they follow the color guidelines.
- Students may contact the Campus Dean of Nursing regarding uniform requirements if special accommodation is needed.

Tattoos
- All tattoos must be covered. Approved uniform undershirts may be worn to cover tattoos. Compression sleeves in white, black, or navy blue are also permitted. For other visible tattoos, students must use alternative methods such as makeup or tattoo cover patches. Hand tattoos must be covered with gloves following all safety and asepsis guidelines.

Hair/Facial Hair
- Hair must be clean, neat, and styled to avoid interference with patient care or safety. Hair must be off the collar, and long hair must be secured in a braid or bun to prevent it from falling into the patient care area. Extreme hairstyles or unnatural hair colors are not permitted. Dyed hair must be in a naturally occurring color.
- Facial hair must be neatly groomed. Sideburns must be trimmed and tidy. Beards may need to be shaved if required to pass a fit test. Students are advised not to start growing beards during the program. Students may contact Student Services if special accommodation is needed.

Nails
- Fingernails will need special care to ensure patient safety and asepsis.
- No artificial nails, acrylic nails, gel nails or nail polish is allowed.
- Natural nails must not extend beyond the tips of the fingers.

Jewelry, Watches, and Accessories
- Small, inconspicuous pierced stud earrings, one per earlobe, may be worn. No other jewelry shall be worn while in the hospital except an engagement ring and/or wedding band if the ring size or style does not create an issue with gloving or other patient care activities. No visible piercing including plugs, nose rings, or dermal piercings are allowed.
- All students are required to have an analog secondhand watch as part of their uniform.
- Smartwatches of any kind are not permitted as they are considered communication devices, unless otherwise allowed by the clinical site. If permitted by the clinical site, the smart watch must be silenced, and the "wake time" setting must be set to no more than a minute for the purpose of patient assessments.

- Belly bags, fanny packs, and scrub caps are not permitted as part of the uniform.

- Pins are not allowed on the uniform.
    - No paraphernalia indicating that a student is an RN may be worn at any time until passing the NCLEX-RN examination and the license to practice as an RN is awarded.

Cellphones
- Mobile devices are not allowed in patient care areas. They may only be used to communicate with the instructor while at the site, and all sounds must be completely turned off.

Makeup and Fragrance
- Students must avoid scented lotions and fragrances as there are often sensitivities and allergies to consider in patient care.
- If makeup is worn, it must be minimal and appropriate for a professional setting.
- Lash extensions must be natural in style, properly secured, well-maintained, and not extreme. Strip lashes are not permitted.

For any questions or assistance with the policies regarding attire, hair, nails and grooming, please contact the faculty member for that course.

Professional Identification

- Students must wear their West Coast University student identification badge at all times while at a clinical site during their scheduled clinical hours.
- Individuals may not identify themselves as "nurses" in the clinical or other setting until such time that the title is earned.
- Misrepresentation as a nurse includes wearing pins, buttons, identification badges, or other paraphernalia indicating that the student is a nurse. This includes using the term Registered Nurse and the abbreviation RN.

Attendance

- Students are required to attend theory and experiential learning opportunities. Refer to the University Attendance Policy. Clinical attendance for nursing students is detailed within this policy.
- Students may visit this link to access the attendance policy: https://westcoastuniversity.smartcatalogiq.com/current/west-coast-university-catalog/academic-policies-and-procedures/attendance-policy/

Clinical Guidelines and Policies

- Students are required to adhere to the policies of the clinical assignments. All students must be appropriately enrolled in their courses before going into the clinical setting and attend core orientation. Simulation education is a requirement in some clinical courses. It is the student's responsibility to ensure that academic and financial responsibilities are met prior to attendance in class. Students who are not on the class roster will be asked to leave the class, and it is the student's responsibility to work with the appropriate WCU personnel to correct the issue and provide proof of the correction to return to class. (Appendix C: Student Nurse Clinical Packet)
- Remember that students are guests of the clinical site. Students and faculty must adhere to clinical site rules and regulations. This includes, but is not limited to, adhering to site requirements for immunizations, background checks, fingerprint checking, drug testing and a variety of other rules specific to that site. The university does not pay for clinical experiences, and the clinical hours are required and are an important component of the educational experience. Students should adhere to professional behavior expectations and provide safe, effective, and quality care to patients. Clinical sites have the right and responsibility to dismiss students who do not adhere to professional behavior expectations. Students who are dismissed must meet with the Campus Dean of Nursing, may not receive placement at another site, and are subject to academic dismissal procedures. Students are representatives of West Coast University and should conduct themselves in the highest professional manner.

Safe Clinical Practice

Clinical instructors have the discretion to determine if a student is following safe clinical practice standards. The following is an overview of the requirements Students should adhere to, in addition to any safety standards required by the clinical site.

- Student nurses are responsible for providing safe nursing care to patients and adhere to all applicable safety standards.
- Safe clinical practice requires, meeting course objectives within specified timeframes, achieving mastery as outlined, and passing required medication math test as specified in course syllabi.
- Students determined to be unsafe and posing a threat to patient safety will receive a non-passing course grade for all experiential learning opportunities.
- Students who fail experiential learning courses may be withdrawn from corresponding theory courses.
- Hospitals retain the right to deny entry to students based on the belief that they are not benefiting from instruction or pose a safety concern.

- Students must sign a release of information form for the Nursing Program to fulfill contractual obligations, providing necessary academic and clinical performance information to clinical settings. Failure to meet this requirement results in being dropped from the clinical course.
- In addition to Background Checks and Live Scan Fingerprinting, drug testing may be required by the clinical facility. The criminal background check is mandatory for entrance into clinical nursing courses. The clinical setting may conduct additional criminal background checks. The university is obligated to provide the hospital with background checks and drug testing results. The clinical facility determines if these results are satisfactory for the student to receive clinical instruction. Health and safety/clinical packet documents must not expire during the term and the following term, requiring renewal one month before the start of each new term. Failure to meet these requirements will result in the student being dropped from the clinical course.

Clinical Packet

- Students are expected to follow directions regarding the clinical packet. Clinical packets may change and are subject to revision. Clinical packets are due at a minimum in one term prior to the clinical experience.
- The University is required to give clinical sites information about immunizations, background checks, and drug testing at least six weeks prior to clinical experiences. This also means the university needs time to process information. Students having difficulty obtaining or completing all clinical packet requirements should notify the Manager of Clinical Operations and their instructor for assistance. Failure to meet these requirements may prevent progression in the nursing program and possible dismissal. Students who do not complete the clinical packet are not allowed into clinical settings.
- Inability to attend a clinical experience will count as an absence. All clinical hours must be completed, or a non-passing (NP) grade will be received at the end of the term.
- All documentation must be completed prior to the first nursing course. Students are required to bring a completed copy of the clinical packet to all experiential learning opportunities throughout the program. Students will upload the completed clinical packet into the Professional Portfolio.
- In addition to the clinical packet, students need to bring the Skills Checklist to experiential learning opportunities.
- Students who do not demonstrate proficiency in required skills will attend skills labs remediation for current and previous courses.
- State-specific requirements are managed at the campus level. Students may be required to comply with any additional testing and documentation.
- For additional information regarding clinical, please reference the Clinical Information Center at https://canvas.westcoastuniversity.edu/courses/28933 and refer to the clinical cover sheet provided during enrollment.

Student Safety in the Clinical Setting

Dignified Healthcare for All

- Faculty members affirm the right of all individuals to receive dignified healthcare.

Timely Communication for Nurse Safety

- The faculty also advocates for the nurse's right to promptly receive the patient's diagnosis/suspected diagnosis. This information is crucial for crafting an appropriate nursing care plan and implementing necessary precautions to minimize the risk of disease transmission.

Balancing Risk and Client Care

- While nurses are not expected to take life-threatening risks, abandoning a client based on factors such as age, religion, gender, ethnicity, diagnosis, or sexual orientation is deemed unacceptable. Decisions regarding the level of risk involved in client care should be grounded in current scientific knowledge.

Mandatory Personal Protective Equipment (PPE)

- Both students and faculty are obligated to use the appropriate level of Personal Protective Equipment (PPE) when providing patient care. This includes strict adherence to the requirements, policies, and procedures outlined by the clinical site to ensure the safety of all parties involved.

Up-to-Date Information on Communicable Diseases

- The most recent information concerning communicable diseases is accessible through reputable sources such as the U.S. Centers for Disease Control, as well as relevant agencies within the State Department of Health Services, County, and City Health Agencies.
- Ensuring a safe clinical environment requires the collective commitment of students and faculty, aligning with best practices to safeguard both healthcare providers and patients alike.

Preparing for Graduation and Licensure

The Registrar's Office completes a Graduation Evaluation the term before graduation.

State Board Applications

Applications to take the NCLEX-RN Examination for Registered Nurse licensure are available from relevant boards of nursing and submitted prior to expected graduation. Students are assisted with this

process in their final course in the program by the campus Testing Coordinator. The initial application fee is paid by West Coast University.

- California: https://www.rn.ca.gov/
- Florida: https://floridasnursing.gov/
- Texas: https://www.bon.texas.gov/

NCLEX Preparation: Virtual ATI®

- Virtual-ATI NCLEX® Review is an innovative, online partnership that helps prepare nursing graduates for NCLEX success. The review directly aligns with the current NCLEX test plan. Through collaboration with a virtual coach, students are engaged in a personalized, assessment-driven NCLEX review.
- Virtual-ATI NCLEX Review includes:
    - Students are assigned a coach who is a qualified Nurse Educator with at least five years of teaching experience and a minimum of a Master's Degree in Nursing.
    - Detailed diagnostic reports are generated immediately after an individual practice assessment is taken. Students receive feedback from their coach after each assessment.
    - Online assessments include over 500 questions with rationales for correct and incorrect answers.
    - On-demand classroom features including over 250 online learning activities, links that support learning, NCLEX® Question of the Day forums, and an online virtual bookshelf.
    - Students take a Comprehensive Predictor Exam at the completion of the review.
    - http://www.atitesting.com/Solutions/PostGraduation/green-light-review.aspx

Appendix A: American Nurses Association Code of Ethics

American Nurses Association Code of Ethics

The Code of Ethics for Nurses with Interpretive Statements (The Code) was developed as a guide for carrying out nursing responsibilities in a manner consistent with quality in nursing care and the ethical obligations of the profession.

Nursing World Code of Ethics

Appendix B: Portfolio Assignment

Introduction

These portfolio guidelines will assist you in the process of presenting selected professional achievements from the arts, sciences, and nursing courses on your journey to becoming a professional nurse. These guidelines may be applied to potential employers, for application to graduate schools, or for other purposes such as application for awards. The process of building your portfolio will encourage you evaluate the contributions of your courses and clinical experiences to the development of knowledge and the skills needed to be successful in your nursing career.

What is a portfolio?

Portfolios have been defined as a purposeful collection of student work that exhibits the student's efforts, progress, and achievement in one or more areas.

Reflective portfolios have been defined as the collection of evidence that attests to achievement as well as personal and professional development through a critical analysis and reflection of is contents. What separates a reflective portfolio from the "showcasing of best work" is engaging in introspection. This definition has been used extensively in the nursing medical literature (Plaza et. All 2007).

What constitutes a professional portfolio?

A professional portfolio includes a number of core components that include biographical data, education, certification and/or awards, transcripts, a resume' and personal and professional goals. Summarize your background and professional achievements in the following format to further highlight your unique qualities.

How will the portfolio process relate to my BSN program?

Your nursing program and the portfolio process are both designed around the Essentials of Baccalaureate Education for Professional Nursing Practice (AACN, 2008). This common link will allow you to see how your learning experiences and your selections for the portfolio relate across the nursing program. As you progress through the nursing program, many of your courses will have activities that will be directed toward meeting one or more of the essentials.

Organization of the portfolio

One of the main goals of the portfolio is to demonstrate to yourself and others that you are achieving success in meeting the standards of student excellence set forth by the university and required by the Board of Registered Nursing and the Commission on Collegiate Nursing Education.

Academic Portfolio Grading Criteria

1. The portfolio is a curricular requirement for the BSN program which incorporates the
   a. Nine Essentials of Baccalaureate Education for Professional Nursing Practice (AACN, 2008) AACN Essentials and nursing program outcomes.
   b. Gathering of data for the portfolio begins with the first courses in the curriculum (NURS 110 Introduction to Professional Nursing) and includes general education as well as required nursing courses and clinical.
2. A graded project, the portfolio, will be evaluated by nursing faculty in NURS 497 Capstone.

NURSING STUDENT HANDBOOK ACKNOWLEDGMENT

It is your responsibility to read this handbook in its entirety and refer to it throughout your time in the nursing program.

STUDENT SIGNATURE: _____DATE: _____