

# LPN to RN Nursing Program Application - Fall 2025 Cohort

Applications open on January 6 2025, at 0700 and are due by March 31, 2025, at 1145 PM. No late applications will be accepted.

## Program Description

This degree option is a combination of nursing and transfer credits. You are required to have an active Oregon LPN license to apply and be accepted into this program. You will receive Credit for Prior Learning (CPL) for the first year of the AAS Nursing program as well as all prerequisites for the program EXCEPT Arts & Letters and Social Sciences upon verification of a valid Oregon LPN license. You will earn an Associate Degree after completion of this one-year LPN to RN Bridge program. This Associate Degree qualifies you to take the National Council Licensure Exam (NCLEX-RN) to become a Registered Nurse (RN).

## Important Dates, Timelines & Steps

Thank you for your interest in Oregon Coast Community College's (OCCC) LPN to RN Bridge Nursing Program. OCCC offers an Associate of Applied Science Degree in Nursing. The following is a list of important dates, timelines, and steps when considering the OCCC Nursing Program.

1. On the Nursing website read the Frequently Asked Questions. This document is located here: <https://oregoncoast.edu/nursing-program-faqs-2/>
2. Make an Academic Advising Appointment with Blake Hagan, the Student Success Coach who specializes in Nursing and Allied Health at <https://www.oregoncoast.edu/advising/>. Advising appointments are mandatory. **\*\*If you have already met with Blake you do not need to meet with him again\*\*** Your initial appointment can occur over the phone or via Zoom. Be sure to state this on the appointment page. Official transcripts are required of all transfer students, and college credits from other institutions will be evaluated, and may be accepted toward degree requirements at OCCC. Transfer students should bring an unofficial transcript to their initial advising appointment to review any credits transferable and the current program requirements.
3. You must also complete an application to attend Oregon Coast Community College. You will select the nursing pathway as your degree pathway of choice. This is also where you will pay your \$200 nonrefundable application fee. Acceptance to the college DOES NOT indicate acceptance to the nursing program. These are two different application processes. Here is the link you will use to complete the admission application: <https://apply.oregoncoast.edu/portal/user-profile/login?ReturnUrl=https%3a%2f%2fapply.oregoncoast.edu%2f>
4. The financial aid process can be lengthy. If you have not yet done so, please complete your 2025 FAFSA or ORSAA. OCCC has been granted independent accreditation and now has its own unique school code, 042837, to be used on your application. Many incoming nursing students will need to submit a time frame extension appeal due to the number of prerequisite courses needed to gain admission to the program. This will require you to meet with your academic advisor. Please commit to careful monitoring of your OCCC email account to check for updates on your financial aid. For Information on tuition and fees, please look on the OCCC Nursing Program webpage.
5. If you plan to apply to the Nursing Program you must submit OFFICIAL college transcripts from each school that you attended. The process for getting an official transcript evaluation is:
  - a. Submit your official transcript in a sealed envelope to our college at:  
  
Oregon Coast Community College  
ATTN: Registrar  
400 SE College Way  
Newport, Oregon 97366
  - b. Fill out the Request for Transcript Evaluation form located on the Student Forms page at <https://oregoncoast.edu/student-forms/>. Evaluations are processed in the order that they are received and take between two days to two weeks to complete.
  - c. When your transfer credit evaluation is complete, you will be sent an email to your Oregon Coast email.
  - d. The official TRANSCRIPT EVALUATION PROCESS MUST BE COMPLETED BY: March 31, 2025..

Your transcript(s) should include any courses in progress that are relevant to the nursing application. You must submit official transcripts again, once grades are completed for current terms.

The DEADLINE to apply to the LPN to RN Bridge Nursing program is March 31, 2025.

## Information Related to Associate of Applied Science Prerequisites

In order to be accepted into the LPN to RN Bridge program you must hold an **ACTIVE OREGON LPN LICENSE**. This prerequisite requirement is non-negotiable.

You must email Dr. Crystal Bowman, the Dean of Nursing & Allied Health a copy of your LPN License when you apply for the program. Her email address is [Crystal.Bowman@oregoncoast.edu](mailto:Crystal.Bowman@oregoncoast.edu). Verification of LPN licensure will allow you to receive Credit for Prior Learning (CPL) for all of the following prerequisites and corequisites **EXCEPT** Arts and Letters and Social Sciences. You will also receive CPL for the first year of the nursing program.

- BI 231 Anatomy and Physiology I
- BI 232 Anatomy and Physiology II
- MP111 Medical Terminology
- MTH 95 Intermediate Algebra (or higher) this requirement can be waived by a placement test score in some circumstances
- PSY 201 or PSY 201A Introduction to Psychology – Biological Emphasis
- PSY 215 Human Development
- WR 121 English Composition
- WR 122 English Composition **OR** WR 123 English Composition **OR** WR 227 Technical Report Writing
- Anatomy and Physiology sequence (BI231, 232, and 233)
- Microbiology (BI234)
- Nutrition (FN 225)
- Social science elective
- Arts & letters elective

Please Note:

The following general education courses are required for your Associate of Applied Science Degree at OCCC but do not have to be completed prior to application, though it is strongly recommended that courses be completed prior to application.

If accepted into the nursing program these courses will need to be completed by the following:

- Arts and Letters and Social Sciences Electives will need to be completed by the June 2026 - please consult with an academic advisor for eligible courses for this category

## Additional Information

Nurses at all levels need to be caring and relate well to people of different backgrounds and cultures. As a nurse, you need to be able to adapt to change, think critically, and respond during crises. Personal integrity and ethical behavior are essential for nurses. The nursing program is academically and physically rigorous. As a nursing student, you need to be able to grasp scientific concepts, set up and solve basic math and algebra problems, and communicate well verbally and in writing. You need to be able to remain on your feet for extended periods, lift up to 40 pounds, hear heart and breath sounds and use a telephone, read fine print, and identify skin tones such as pale, ashen, grey, or bluish.

Carefully review the Technical Standards (<https://oregoncoast.edu/technical-standards-nursing-program/>) on the website to see if you can perform these functions. Should you find that you have any limitations, contact the Nursing Department for further clarification.

Upon successful completion of this Associate Degree program you will receive an Associate of Applied Science Degree in Nursing. You may then apply to the Oregon State Board of Nursing (OSBN) to take the nursing license examination. Upon passing this exam and receiving your license, you will be licensed as a registered nurse and can provide care according to the Oregon Nurse Practice Act (Division 45).

If you would like to pursue a nursing career, please complete and submit the application and supporting documents to the Oregon Coast Community College Nursing Education Program by March 31, 2025.

Sincerely,

*Dr. Crystal Bowman*

Dr. Crystal Bowman Ph.D., RN, MSN-Ed., CHSE, CNE, CNE-Cl., SANE  
Director of Nursing & Allied Health, Oregon Coast Community College

## Application Instructions:

1. Please complete all forms.
2. Please review all information provided below.
3. Please submit your application prior to March 31, 2025
4. Applications accepted after March 31, 2025, or those that are incomplete will not be processed unless there are exceptional circumstances that have been discussed and approved by the Dean of Nursing & Allied Health.
5. The non-refundable \$200 application fee will be paid when you complete your official application to the college. \*\*Assistance with paying this application fee MAY be available - please contact Student Services for details.\*\*

## Applicant Information

Complete this section by filling in all blanks. If not applicable, indicate n/a. An inability to contact you will result in closure of the application process and re-application will be necessary.

1. Today's Date:

2. What is your full legal name?

3. What is your mailing address?

4. What is your OCCC ID#?

## 5. What is your OCCC email address?

\*The OCCC email address will be our primary way of communicating with you throughout the application process. Please check your email periodically to receive updates from us. Make sure that emails from the college are not going to your spam folder.

If you do not yet have an OCCC email address please provide a reliable email address where you can both send and receive information.

## 6. What is the best phone number to reach you at?

## 7. Please sign and date below certifying that the above information is thorough and accurate to the best of your knowledge.

Once your application has been processed you will be asked to provide additional information so that your application can be scored. Your social security number will be required for a criminal background check for in order to be able participate in clinical activities.



## Conditions for Programmatic Completion

The following addresses some conditions for completion of the Nursing Program. Persons applying for admission are referred to as "applicants." Persons admitted to the Program are referred to as "students."

A. The LPN to RN Bridge Nursing Program is a fall term, limited entry enrollment program. Academic prerequisites for admission were outlined earlier in this application. Admission to the Program is based on a point system, with those applicants having the highest number of points being accepted into the Program. (See Score Sheet.)

B. Applicants and students must demonstrate a personal history compatible with obtaining a license to practice Nursing in Oregon. Admission to and graduation from the Nursing Program does not assure eligibility for licensure. The Oregon State Board of Nursing (OSBN) makes the determination about eligibility for licensure. The OSBN may not license persons with certain criminal convictions or with a major mental or physical illness that could affect ability to practice safely. Applicants or students with questions about licensing regulations may want to call OSBN at 971-673-0685. All applicants are required to check the Disqualifying Crimes and Potentially Disqualifying Crimes lists available on the OCCC website at current students – nursing – disqualifying crimes.

Oregon Department of Human Services criminal history requirements and policies located in Division 7 located at:

[https://secure.sos.state.or.us/oard/displayDivisionRules.action;JSESSIONID\\_OARD=6uvulRyE8-QOGt\\_fu8WfXjAVrSEu1VO9nmOBGvtT1FD8etvcSQFr!-1969788327?selectedDivision=1626](https://secure.sos.state.or.us/oard/displayDivisionRules.action;JSESSIONID_OARD=6uvulRyE8-QOGt_fu8WfXjAVrSEu1VO9nmOBGvtT1FD8etvcSQFr!-1969788327?selectedDivision=1626); specifically, OAR 407-007-0200 to 407-007-0640 .

Oregon Board of Nursing's criminal history requirements and policies found in Division 1 of the Nurse Practice Act located at <https://secure.sos.state.or.us/oard/viewSingleRule.action?ruleVrsnRsn=215762>."

a. Upon admission to the program you will be required to answer questions to determine if there is personal history of:

- i. conviction for a criminal offense or
- ii. Failure to provide truthful and complete answers to these questions will result in denial of admission for applicants and dismissal for students.
- iii. If the college becomes aware of criminal or unethical behavior on the part of the applicant, admission will be denied.

b. Any applicant may be asked to meet with the Dean of the Nursing Program to discuss whether the applicant's criminal history would make it unlikely for the applicant to obtain licensure in Oregon. Applicants with criminal records may want to contact the Oregon State Police to determine if their records might be expunged and, if so, how to accomplish expungement of their records. Admittance to the nursing program and licensure as a Registered Nurse in the State of Oregon are two different things.

c. Before the first day of a mandatory orientation, all students admitted to the Program will be required to pass a criminal background check and drug screen which fulfill the requirements of the clinical sites.

- i. Several clinical sites used for student experiences in the Program reserve the right to deny placements for students with a record of certain criminal offenses. If a student is denied clinical placement, continuation in the program will not be possible.
- ii. If a student is arrested during the time he/she is enrolled in the Nursing Program, they must notify the Dean of the Nursing Program, of the arrest.
- iii. The student's status in the Program will be reviewed by the Dean of the Nursing Program. A possible outcome of the review may be the student's inability to continue in the Program.

## Conditions for Programmatic Completion (Continued)

- d. Students with chronic or recurring performance limitations (physical or mental) that restrict ability to meet Program requirements, including the consistent delivery of safe Nursing care, may be asked to provide a statement from a qualified healthcare provider addressing the applicant's/student's abilities per the technical standards, to perform procedures and make decisions required of LPNs or RNs. Any performance limitations that cannot be accommodated while maintaining standards of competent and safe Nursing care will interfere with progression in the Nursing Program. (See documentation related to OCCC's Nursing Program Technical Standards.)
- e. Failure to provide information requested to carry out the above policies may result in dismissal from the Program.

## Conditions for Programmatic Completion (Continued)

- C. Any student admitted to the Program with a history of substance abuse will be monitored for indications of a recurrence of substance abuse per the OCCC Nursing Program policy. Any student whose behavior, appearance, or breath odor indicates inappropriate use of alcohol or other drugs can be required to undergo immediate drug testing to detect the presence of alcohol or other drugs and to report the results of such testing to the Director of the Nursing Program. The student's status in the program will be reviewed by the nursing faculty and the Director of the Nursing Program. Any required testing and counseling shall be at the student's expense. Failure to follow a counselor-prescribed treatment plan will result in dismissal from the Program.
- D. Any applicant or student whose nursing assistant certificate or nursing license at any level in any state has been suspended or revoked may be dismissed from the Program.
- E. In compliance with The Family Educational Rights and Privacy Act, Oregon Coast Community College releases only very limited information regarding students. All Nursing students, including those who have filed a Request for Non-Disclosure of Student Information Form, should be aware that some confidential information will be posted/shared.
- a. Information includes posting of student name with physical location of campus and clinical assignments, and reporting: criminal background and drug screen clearance, immunization, TB testing, and CPR certification to contracted clinical sites through the format of a Clearance Letter indicating the student has met stated clinical requirements
  - b. Students will be required to share their social security numbers with the Oregon State Board of Nursing when providing information regarding eligibility for testing and licensure including a criminal background check with the use of fingerprints. Access to confidential information about students is limited by federal law.
  - c. For more information regarding Non-Disclosure of Student Information, please contact the Office of the Registrar at [registrar@oregoncoast.edu](mailto:registrar@oregoncoast.edu).
  - e. Applicants offered admission to the program are required to submit the following information prior to the first day of a mandatory orientation in:
    - 1. The results of a current TB screening test
    - 2. Documentation of immunity to and /or immunization for chickenpox (varicella), measles, mumps, and rubella (MMR), diphtheria, tetanus, pertussis, and hepatitis B
    - 3. Verification of being fully vaccinated against COVID-19 according to the CDC and OHA guidelines
    - 4. Criminal Background and drug screening which will also require the sharing of social security numbers with American Data Bank
    - 5. CPR (American Heart Association (AHA) BLS Healthcare Provider Level) certification. CPR card cannot expire during the time students are in the nursing program.
    - 6. Verification of health insurance and student professional liability insurance
    - 7. Fingerprinting through Fieldprint

**\*\*Students who do not submit all the reports by the due dates will be dropped from the program.**

## Conditions for Programmatic Completion (Continued)

- F. It is important to know that as a part of the educational process in the nursing program, students are assigned to local hospitals, clinics, and other health care facilities. These health care facilities have expressed a "zero tolerance" policy regarding drug use including cannabis. Students are required to undergo drug testing prior to beginning the clinical courses in the first term of the first year of the program. Students may be tested at random at any point during the program if the student's behavior at the clinic sites or on campus raises the suspicion of drug use. Failure to pass a drug screen will result in dismissal from the program. This includes utilizing substances such as artificial/synthetic urine to mask drug use and pass a drug screen.
- G. Canvas is an integral part of all nursing courses and computer access (at home or on campus) will be required daily. Required quizzes and assignments completed outside the classroom typically utilize the various tools of Canvas, therefore computer access is a must.
- H. Continuation in the Program requires successful completion of all required courses with a grade of at least a "C." The passing standard for the nursing program is a 76%.
- I. Required clinical experiences in a variety of healthcare settings are assigned during day, evening, and night shifts. Students must have a dependable means of transportation to meet this requirement and may need to adjust family and work responsibilities to be available for clinical assignments. Time to travel to clinical sites is in addition to the required hours of patient care. In the spring term of the second year of the Program, students are in a preceptorship experience that requires working 36 – 40 hours a week for four to six weeks, with work schedules matched to assigned preceptors. Students must be prepared to organize any employment or family obligations around the requirements of the preceptorship experience.
- J. Nursing Instructors assign clinical experiences for students based on course requirements and individual students' learning needs. Students are expected to accept patient assignments.
- K. Students are required to demonstrate competency in many skills in Skills Lab before performing these skills in the clinical environment. For some skills, it is necessary for students to have a partner for check-offs. This includes check-offs for injections. It is expected that all students will serve in the partner role during skills check-off. Some check-offs require partners to expose their upper body and/or lower extremities. Appropriate screening and draping are used to protect personal privacy during check-offs.

8. Please sign and date below attesting that you have thoroughly read and understand the above information.

## Questions Related to Background Check, Clearance and Licensure

My signature below further indicates that I have read the following questions that I will respond to once I have been accepted into the nursing program and for OSBN licensure as a Registered Nurse. At the end of the program, if there are any questions that I have responded "Yes" to, I have included a written explanation on a separate sheet of paper with this enrollment agreement. Answering "Yes" to any of the following statements does not automatically disqualify an applicant. Any questions or concerns should be directed to the Director of Nursing and Allied Health.

1. Have you ever been arrested, charged with, entered a plea of guilty, no contest, convicted of, or been sentenced for any criminal offense either a misdemeanor or felony, including driving under the influence, in any state?
  2. Have you ever been investigated for any type of abuse in any state?
  3. Have you ever been found in any proceeding to have violated any state or federal law or rule regulating the practice of a healthcare profession?
  4. Are any disciplinary actions pending against your CNA certificate or nursing license in any state or US jurisdiction?
  5. Have any disciplinary actions been taken against your CNA certificate or nursing license in any state or US jurisdiction?
  6. Have you ever suffered any civil judgment for incompetence, negligence or malpractice concerning the practice of a health care professional?
  7. Do you use, or have you used in the last five years, chemical substance(s) in any way, which impairs or limits your ability to perform as a nursing assistant with reasonable skill and safety? "Chemical Substance" includes alcohol and drugs.
  8. Are you currently engaged in the illegal use of controlled substances? (Illegal use of controlled substances means the use of controlled substances obtained illegally (e.g. heroin, cocaine) as well as the use of legally obtained controlled substances, not taken in accordance with the directions of a licensed health care provider).
  9. Have you ever been found in any civil, administrative or criminal proceeding to have:
    - a) Possessed, used, prescribed for use or distributed controlled substances or prescription drugs in any way other than for legitimate or therapeutic purposes, diverted controlled substances or prescription drugs, violated any drug law or prescribed controlled substances for yourself?
    - b) Committed any act involving dishonesty or corruption?
    - c) Violated any state or federal law or rule regulating the practice of a health care profession?
  10. Have you ever had any certificate, license, registration or other privilege to practice a health care profession denied, revoked, suspended, restricted, reprimanded, censured or placed on probation by a state, federal or foreign authority or have you ever surrendered such credential to avoid or in connection with action by such authority?
9. Please sign and date below attesting that you have thoroughly read and understand the above information.

## Fall 2025 LPN to RN Nursing Application Point Sheet Information

At this time the number of LPN to RN Bridge seats available for the Fall 2024 Cohort is unknown. This is an extremely competitive program. Admittance will be based on a point structure with those earning the highest points being accepted first. Alternates will also be designated.

The points that will be designated for this program include an entrance exam, a face to face interview, a essay, and a letter of recommendation.

You can find a copy of the Letter of Recommendation rubric under Additional Information" here: <https://oregoncoast.edu/associate-of-applied-science-nursing/>

Additional forms related to the application process must be emailed to [Crystal.bowman@oregoncoast.edu](mailto:Crystal.bowman@oregoncoast.edu)

**Point sheets will be emailed to each applicant upon receipt of this application.** You must then complete the point sheet and return it to Dr. Crystal Bowman, Dean of Nursing & Allied Health, at [Crystal.Bowman@oregoncoast.edu](mailto:Crystal.Bowman@oregoncoast.edu).

10. Please sign and date below attesting that you have thoroughly read and understand the above information.

## Non-Discrimination

Oregon Coast Community College does not discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, marital status, or religion in its programs and activities. The following individuals have been designated to handle inquiries regarding the non-discrimination policies:

**Vice President for Student Affairs, Bruce Clemetson**

400 SE College Way

Newport, OR 97366

541-867-8511

[bruce.clemetson@oregoncoast.edu](mailto:bruce.clemetson@oregoncoast.edu)

**Joy Gutknecht, HR Director**

400 SE College Way

Newport, OR 97366

541-867-8515

[joy.gutknecht@oregoncoast.edu](mailto:joy.gutknecht@oregoncoast.edu)



**Americans with Disabilities Act:**

In compliance with the Americans with Disabilities Act (ADA), Oregon Coast Community College provides reasonable accommodation to students with disabilities. If you desire reasonable accommodation, please contact the Vice President of Student Affairs and Section 504 Compliance Officer (400 SE College Way, Newport, OR 97366) at 541-867- 8551 or [access@oregoncoast.edu](mailto:access@oregoncoast.edu).

**Equal Opportunity:**

It is the policy of Oregon Coast Community College to comply with all federal and state rules and regulations pertaining to the civil rights of both employees and students. Oregon Coast Community College does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, marital status, religion, national origin, age, disability, veteran status, or family relationship. Inquiries regarding compliance and or grievance procedures may be directed to the following college officials: Nondiscrimination in employment(Human Resources, 541-867-8515) [joy.gutknecht@oregoncoast.edu](mailto:joy.gutknecht@oregoncoast.edu). Nondiscrimination in the provisions of educational and related services (President of Student Affairs, 541-867-8501) [bruce.clemetson@oregoncoast.edu](mailto:bruce.clemetson@oregoncoast.edu).

## Please Carefully Read the Following Before Signing

I certify that the information set forth by my signature in this Application is true, complete, and accurate to the best of my knowledge. I understand that falsified statements on this application shall be considered sufficient cause for refusal of admission to the Oregon Coast Community College Nursing Program. I understand that acceptance into the program is dependent on successful completion of all the application requirements.

I hereby release all parties and persons connected with any request for information from all claims, liabilities, and damages for whatever reasons arising out of furnishing such information. If these requirements are not met by the deadline given, I understand that OCCC has the right to drop me from the program and I am not eligible for a refund for any fees related to the application process.

11. Please sign and date below attesting that you have thoroughly read and understand the above information.

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