

FVI School of Nursing and Technology
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FVI School of Nursing and Technology reserves the right to make changes within the term of the catalog, which may affect any of the information published, and to make such changes by notifying individual students. As such changes, may occur, it will be published in a catalog addendum. Information published in a catalog addendum is meant to supersede language present in the school catalog or any previous catalog addendum.

Page 9, Admissions Policy

Admissions Requirements and Procedures

FVI School of Nursing and Technology (FVI) affirms a policy of equal employment opportunity, equal educational opportunity, nondiscrimination in the provision of educational training to the public and administrating all educational services.

General Admissions Requirements

To be eligible for general admission, the applicant must meet the following requirements:

- Be seventeen years of age or older at the time he/she starts his/her program. If the applicant is under 18 years of age, a parent or guardian must sign and agree to the terms and conditions of the enrollment agreement. Must be eighteen years of age prior to the start of clinical or externship.
- Complete an initial interview with an Admissions Representative. It is the policy of the school not to allow any enrollment unless the prospective student visits the facilities. An Admission Representative will explain to the applicant the school programs and policies during the interview.
- Provide a valid driver's license, state ID with photo, or valid passport.
- Be a high school graduate or possess the recognized equivalent of a high school diploma. The applicant must provide documentation of graduation from a high school or school in the form of a valid high school diploma, GED certificate, a higher earned degree, an official high school, or GED transcript showing graduation date or other acceptable official documentation which confirms that the applicant meets or exceeds the academic achievement equal to a high school diploma in the USA. Documentation of proof of completion of secondary education from a foreign country must be officially certified as the equivalent of high school completion in the United States.
- Pass a Scholastic Level Exam (SLE) with a minimum score for any of the below programs. The applicant is entitled to two attempts on the same day to achieve a passing score. In the event the applicant does not achieve the minimum passing score after the second attempt, the applicant is eligible to retake the exam after a minimum of 72 hours has elapsed from the date of the second attempt. After these three attempts, the applicant can retake the test one more time 30 days from the date of the last attempt.

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- Pay the required Registration Fee and complete all tuition payment requirements.
- Complete and sign an Enrollment Agreement. If an applicant is less than 18 years of age, a parent or legal guardian must also sign the Enrollment Agreement.
Age Disclaimer: Most employers will not hire a person younger than 18 years of age.

Additional Admission Requirements for the Associate of Science in Nursing program:

- After achieving a passing SLE score, applicants will be given the opportunity to take the Evolve Reach Admission Assessment Exam (A2-RN) or the ATI Test of Essential Academic Skills (TEAS) nursing entrance examination.
- Evolve Reach Admissions Exam (HESI A2-RN)
 - Applicants may be admitted to the Associate Degree in Nursing program with an **A2-RN** score of **75% or higher** on (1) English Language Composite Score comprised of reading, grammar, vocabulary and (2) a score of **75% or higher** on Math Composite Score.
 - Applicants may be admitted to the Diploma in Practical Nursing program with an **A2-PN** score of **70% or higher** on (1) English Language Composite Score comprised of reading, grammar, vocabulary and (2) a score of 70% or higher on Math Composite Score.
 - Applicants can take these assessments **no more** than two times in a 12-month period.
- OR
- ATI Test of Essential Academic Skills (TEAS- RN)
 - Applicant may be admitted to the Associate Degree in Nursing program with an ATI Proctored TEAS-RN composite score of 60 or higher on (current version) of the TEAS-RN examination.
 - Applicants can take these assessments **no more** than two times in a 12-month period.
- Submit a satisfactory Level II background check (upon enrollment).
- Submit a negative 10-panel drug-screening result (upon enrollment) and the completion of ALL required health screening (immunizations **including proof of flu and COVID vaccines**).
- Interview with the Director of Nursing.
- Provide proof a current American Heart Association (AHA) BLS Healthcare Provider Course (CPR) card.
- Submit a signed Allied Health and Nursing Program Disclosure Form.
- Provide valid proof of medical insurance card or a sign a medical waiver form.

Disclosure: Applicants/students are subject to initial and ongoing criminal background checks prior, during, and at the completion of the program. Presence of criminal convictions on record may make a student ineligible for state licensure and may prevent a student from being employed in the field for which they have been trained. Applicants are strongly encouraged to contact the Florida Business and Professional Regulations for information regarding a licensure application: www.myfloridalicense.com prior to enrolling.

Advancement to the nursing major concentration of the nursing program is contingent on the following:

- Earn a Minimum grade of C+ for pre-requisite courses: Anatomy & Physiology I and II; Microbiology with Lab and College Mathematics.
- Earn a minimum grade of “C” for pre-requisite courses: English Composition, General Psychology and Human Diversity.
- Maintain good academic and non-academic standing.
- Must be 18 years of age to participate in clinical rotations.
- Must have all clinical requirements uploaded to the Complio portal at least 30 days prior to the start of the upcoming academic term.
- Must be able to travel to clinical sites that can be further than **50 miles away from the school**. Students are responsible for his/her own transportation to and from each clinical site.

Health Clearance, Vaccinations, and Immunizations

- Applicants must also provide a current history and physical from a licensed health care provider addressing physical and mental health. For this policy, “current” is defined as within the past year. Documentation from the healthcare provider must state the applicant meets the essentials of fitness for professional nursing using the Institutions physical and mental health form.
- The applicant is responsible for all costs associated with health clearance and immunization. Students in any nursing program are required to obtain influenza vaccination annually. Failure to follow the health clearance, vaccinations, and immunization policy by the required date may result in the student being dismissed from the program.
- Applicants are required to submit documentation of a recent medical clearance by a physician or licensed advanced practice nurse prior to the first clinical course. Students are required to attest to their ability to perform skills and functions essential to nursing practice, and that are required for successful completion of the nursing education program.
- All required immunizations and TB test results must be completed prior to or within the first **6 weeks (about 1 and a half months)** of the first academic term that the student starts school.

- If the TB test results are positive, the applicant must submit negative chest X-ray results.
- Hepatitis B immunization is administered in a series. Students must complete the initial dose of the Hepatitis B immunization by the first week of the first academic term in a nursing program. The entire series must be completed as outlined in the Nursing Programs Health and Clinical Requirements. Failure to submit all requirements may result in dismissal from the program.
- At a minimum, applicants will be required to lift patients, stand for several hours at a time, and perform bending activities. Applicants should prepare for the mental and emotional stressors that are also common to nursing practice. Applicants with existing conditions are responsible for maintaining personal health at a level that meets the standards of essential functional abilities with or without accommodation.

Page 18, Transfer of Credit Policy

Transfer of credit is always the decision of the individual college or university and is controlled by the receiving institution. The request to transfer credit must be initiated by the applicant or student. Accreditation does not guarantee transfer of credits.

Requests for transfer credit should be submitted prior to enrollment, and only under extenuating circumstances may an exception be made with the approval of the Campus President/ Director of Nursing, in which case all necessary documents must be received no later than 14 calendar days after the start date of the student's program.

To apply for consideration of credits previously earned, students must request official transcripts be sent directly to the School to the attention of the Registrar. Students may be required to provide a relevant catalog and/or other relevant documents regarding the course(s) to be considered. Foreign transcripts must be translated into English and be evaluated by a member agency of the National Association of Credential Evaluation Services (NACES).

To be considered, the institution where the credit was previously earned must be accredited by an agency recognized by the United States Department of Education or the Council for Higher Education Accreditation (CHEA).

Courses for which applicants would like to request transfer credit must meet the applicable criteria listed below:

- Courses in general must have been completed within the previous ten years (120 months). Individuals holding an earned associate or higher degree are exempt from the time limit in this paragraph, except as noted below.
- Anatomy & Physiology I and II courses in Nursing program must have a grade of "B" or higher on the transcript from the awarding institution and earned within the last five years (60 months).
- Credit may be awarded for Anatomy & Physiology I and/or II with grade of "C" or that was earned after five years (60 months) by passing an Anatomy & Physiology standardized exam with a score of 78 or higher to receive credit. Applicants will be granted **one attempt** only to achieve a passing score at his/her own expense. Exam fee is \$100

- All other courses must have a grade of “C” or higher on the transcript from the awarding institution.

Learning objectives or competencies of courses submitted for transfer credit must be comparable to the courses at the FVI School of Nursing for transfer credit to be awarded.

NOTE: The School does not award credit for life or work experience. Only general education courses may be transferred. Nursing courses completed at another post-secondary institution are not eligible for transfer credit (i.e., courses with a “NUR” or “PNR” prefix).

Page 27, Course Repeat Policy

If a student repeats a course, only the highest grade will be counted, and previous grades will be removed. A student may only repeat a previously failed course one time. A student who fails the same course twice must be withdrawn from the program/school.

All failed courses must be repeated and successfully completed in compliance with course and program requirements. All courses from which a student has withdrawn must be repeated and successfully completed.

Failing or withdrawing from a course and subsequent required courses may interrupt the student’s enrollment, delay the student’s expected graduation date, negatively affect financial aid eligibility and/or affect the student’s satisfactory academic progress.

Students who need to repeat a course must meet with the Registrar regarding scheduling. A student who fails a course must repeat that course at the next available opportunity, subject to space limitations.

Nursing Program: A student who fails a course may repeat a course **only one time**. Failure of **any three (3) science and/or core nursing courses (whether it is three different courses or combination of the same repeated courses)** shall result in a student being dismissed from the Associate of Science in Nursing program.

Nursing students who withdraw from a general education or core nursing course or from the school will receive a grade of “W” if they withdraw before the **end of the 10th week**. If a nursing student withdraws in **week 11th (twelfth)**, the student will receive a “WF” grade for the course. The grade will be recorded on their transcript. A “WF” grade is regarded the same as an “F” grade in determining whether the nursing student can remain enrolled in the program.

Nursing students are allowed only two course withdrawals (including both “W” and “WF”) from core nursing courses and/or required science courses during the entire nursing program, whether such withdrawals were from the same course or different ones. Withdrawing a third time, regardless of the week in which the withdrawal takes place, will result in academic dismissal from the nursing program.

Page 33, Tuition and Fees

Program	Tuition	Reg. Fee	Background/ Drug Screen	Books	Uniform	Cert	Laptop	Total Program Cost
Nursing Assistant/HHA	\$1200	\$100	\$108	\$150	0	\$140	0	\$1,698
Home Health Aide	\$500	\$50	\$0	\$50	0	\$0	0	\$ 550

Other Fees

There may be an out-of-pocket expense for the following items (depending upon the program):

- Allied Health scrub/uniform set: \$25 each
- Level II Background: \$90
- Physical: \$70
- PPD: \$25
- Tdap-\$ 80
- Hepatitis B: \$100