



**College of Nursing and Health Sciences
Department of Nursing
MANE Bachelor of Science in Nursing Program
Applicant Policies
Effective Date: August 19, 2021**

Effective Date

These policies become effective immediately and shall remain in effect until revoked.

Purpose

Applicant policies are provided to inform prospective applicants regarding admission requirements and process. The most current policies are posted in the Minnesota Alliance for Nursing Education (MANE-BSN) program section of the Metropolitan State University website and are subject to change.

Policies regarding admission to the Metropolitan State University MANE cohort may vary slightly from the community college partner campuses. The following admission policies pertain only to students completing all semesters of the MANE curriculum plan at Metropolitan State University.

Responsibility

Each applicant is responsible for knowing and adhering to the current applicant policies for the **MANE Bachelor of Science in Nursing Program**. The responsibility for the implementation of these policies is assigned to the Dean and faculty of the Department of Nursing.

1. **Application Requirements**

The following are requirements for full admission to the MANE Bachelor of Science in Nursing (MANE BSN) program at Metropolitan State University. All application items must be received by the published application deadline.

- 1.1 Admission to the university as a degree-seeking student by the published MANE BSN Program application deadline. Current registration at the time of application is not required.
- 1.2 Completed application for the MANE BSN Program received by the published application deadline.
- 1.3 Complete the most current Assessment Technologies Institute (ATI) standardized Test of Essential Academic Skills (TEAS) before the published application deadline. Students who take the TEAS at a non-MANE school must request an official ATI transcript to be sent to the Department of Nursing at Metropolitan State University. Minimum TEAS score of 58.7% is required for eligibility to apply but does not guarantee admission.
- 1.4 Complete all pre-application courses listed in semester 1 of the published MANE BSN Program curriculum prerequisites. A grade of C or better is required in each course and a cumulative GPA of 2.75 must be maintained in the semester 1 prerequisites and throughout the first two semesters of prerequisite courses.
- 1.5 Complete courses listed in semester 2 by program start (see section 2).
- 1.6 Unencumbered licensure for LPNs.
- 1.7 Acceptance of transfer credit is managed consistent with the Transfer Policy and Procedure (Policy 2120) at Metropolitan State University). Transcripts from diploma nursing programs are evaluated on an individual basis.

2. Prerequisites

There are eight admission prerequisites for the MANE BSN Program. The following four prerequisites, listed as Semester 1 courses, must be completed at an accredited university or college, before the published application deadline:

- Writing I: WRIT 131 or similar
- General Psychology: PSYC 100 or similar
- MnTC Course Elective
- MnTC Goal area 3 course with lab (CHEM 105 recommended)

- 2.1. Students may not use courses listed in Semester 2 of the curriculum plan (Anatomy/Physiology 1, Microbiology, Interpersonal Communication, or Lifespan Developmental Psychology) to meet semester 1 prerequisites.
- 2.2. All prerequisites must be at least three-semester credits, or at least four quarter credits.
- 2.3. Students must have a minimum GPA of 2.75 in these four courses based solely on the first semester of the MANE curriculum plan.
- 2.4. Each course must be completed with a letter grade of C or better. A grade of C- or lower will not be considered eligible for a MANE application
- 2.5. The following four Semester 2 prerequisites must be completed or in progress at an accredited university or college during the semester of the application deadline.
 - Human Anatomy and Physiology 1 (with lab): BIOL 221/221L or similar
 - Basic Microbiology (with lab): BIOL 225/225L or similar
 - Developmental Psychology: PSYC 311 or similar (Course must cover the entire lifespan)
 - MNTC Goal Area I, part II: Interpersonal Communication COMM 231, or similar
- 2.6. Full acceptance is dependent on successful completion of these Semester 2 courses, with a minimum overall GPA (in the eight prerequisites) of 2.75.
- 2.7. Each course must be completed with a grade of C or better. C- Grades are not accepted.

3. **Admission Offers**

Full and Conditional Admission Offers

There are two types of admission offers.

Full Admission

- 3.1 Applicants selected for admission who meet all of the admission criteria and have completed all eight prerequisite courses at the time of application, will receive an offer of full admission to the MANE BSN Program.

Conditional Admission

3.2 Applicants selected for admission who have one or more pre-requisite courses pending at the time of application, will receive an offer of conditional admission to the MANE BSN Program. The conditions outlined in the admission offer must be met before the program start (the beginning of Semester 3 in the Curriculum Plan). Full acceptance is dependent on successful completion of these Semester 2 courses, with a minimum overall GPA (in the eight prerequisites) of 2.75. Students offered conditional admission for any reason must satisfy the requirements outlined in the offer.

3.3 An applicant who wishes to enroll in the MANE BSN Program must respond affirmatively by the date indicated in the admission offer letter. Failure to respond to the offer of admission by the date indicated in the letter is considered a decline.

3.4 Applicants who receive an offer of admission from more than one MANE BSN Program must respond affirmatively to only **one** program.

4. Pre-practicum Requirements

All students must meet all pre-practicum requirements prior to starting in the program and to maintain such requirements throughout the program. Failure to meet the requirements prior to the deadlines may result in students' inability to enroll in or attend courses. All requirements must remain valid for the duration of the program and all clinical and practicum experiences. It is the students' responsibility to maintain the required records. All pre-practicum requirements must be completed prior to the start of the program. The requirements are determined by contracts and clinical agencies and, in general, there are no exceptions. Information on clinical requirements can be obtained at: <https://www.metrostate.edu/academics/nursing-and-health-sciences/practicum/requirements>

5. Deferral

An applicant who accepts a position within a cohort and then does not enroll in the courses forfeits a position in that cohort. Such applicants may submit an application in a subsequent application cycle.

6. Review of Application Materials

All submitted materials are reviewed and evaluated through the Department of Nursing Admission and Retention Committee designee(s). Final admission offers are made by the Dean of the College of Nursing and Health Sciences. The admission process is competitive.