

# PLYMOUTH STATE UNIVERSITY NURSING

## Information Regarding Application for Internal Transfer into the PSU Nursing Program

### Greetings

Thank you for your interest in the PSU Nursing program. The Nursing program welcomes transfer applications prior to May 1 each spring. All applications are reviewed by the Nursing Admission, Progression and Retention (APR) committee. Decisions for admission are made by the end of June for the following fall semester. The program only admits students one time each year in the fall.

Interested students should write a letter describing why the applicant is interested in completing the Nursing program. The letter should be addressed to the chair of the APR committee and emailed to [psu-aprnursing@plymouth.edu](mailto:psu-aprnursing@plymouth.edu) by May 1.

Please refer to the transfer policy below for all the necessary requirements to be met to be considered for transfer.

### Transfer Policy

(Excerpt from the Nursing Student Handbook)

- a. This policy pertains to students requesting *internal transfer*, as a change of major, *external transfer*, from another institution or readmission to the program. (also see Readmissions policy)
- b. Currently, each cohort of nursing majors is limited; therefore, very few openings are expected yearly. Students requesting transfer may apply to the nursing department following these guidelines.
  - i. Procedure:  
The following criteria **must be met** in order to be considered for admission. Applications are only valid for the year in which they are submitted.
    - Score *proficient* or above on the TEAS V exam;
    - Meet all progression requirements to begin the nursing sequence in the fall of the year requesting admission;(see attached)
    - Achieve a GPA of 2.67 and a (B-) in all pre-requisite courses.
- c. Transfer Application Process:
  - i. **Change of Major (internal transfer)** applicants and **PSU alumni** must submit a letter of request, addressed to [psu-aprnursing@plymouth.edu](mailto:psu-aprnursing@plymouth.edu) , addressed to the chair of the APR committee, by May 1<sup>st</sup> of the year requesting admission.
  - ii. **PSU alumni** must also contact the Admissions office to discuss transfer credits.
  - iii. **External transfer** applicants must submit all required documents by May 1<sup>st</sup>, addressed to the PSU Admissions Dept.

- iv. The Department of Nursing Admission, Progression & Retention Committee, will review all transfer applications. Selection is based on:
  1. Space available, according to the following priority order:
    - Students returning from an approved leave of absence (LOA)
    - Change of major students and PSU alumni (internal transfer)
    - External transfer applicants
    - Students applying for readmission
  2. Meeting all progression requirements is required to enter the third nursing **semester** (see nursing curriculum).
  3. If two or more students meet all progression requirements equally, admission will be based firstly on cumulative GPA in all prerequisite science courses taken, and secondly on the TEAS V score (higher is better).
  4. Internal transfer students can request to be placed on a waiting list for the fall semester in the year they applied.
- v. Applicants will be notified by June 15<sup>th</sup> of the decision. Wait list students will be notified as spaces open up until the fall add/ drop period closes in the year they apply.

**Nursing Department Grading Policy.**

<u>Letter Grade</u>	<u>Numeric Grade</u>	<u>Letter Grade</u>	<u>Numeric Grade</u>
A	94-100	C	73-75
A-	90-93	C-	70-72
B+	86-89	D+	66-69
B	83-85	D	63-65
B-	80-82	D-	60-62
C+	76-79	F	59 and below

***There will be no rounding up of grades;*** whereby, 80% (2.67) is the minimum passing grade for the nursing program, all grades will be derived from a calculation out to two decimal places to the hundredth.

**Student Progression:**

- a. Students must earn a grade of a B- (minimum numeric score of 80) or higher in all nursing prerequisite, co-requisite and required nursing (NR) courses and a PASS in all nursing (NR) clinical courses in order to progress in the program.