

**ACCELERATED CAREER ENTRY (ACE) NURSING PROGRAM
CHECKLIST AND INSTRUCTIONS**

Name: _____ **Phone Number:** _____
Last First Middle

Mailing Address: _____
Street Apt City State Zip Code

Primary Email address: _____ **Submitted & Paid Online App:** ___ Yes ___ No

Degree: _____ **College/University:** _____ **Conferred Date:** _____

Thank you for choosing Southern CT State University's Department of Nursing to continue your academic success! We would like for you to be aware of a few changes we have made in order to service our students better:

1. Prerequisites must be complete by the end of the Fall 2019 semester (end of December 2019) and official transcripts must be received by the Undergraduate Admissions Office no later than **January 2nd, 2020**. No more than 2 repeats.
2. The deadline for all application materials to be submitted to the Undergraduate Admissions Office is **January 2nd, 2020**.
3. Students are required to upload their essay and this three-page form to their application portal in order to ensure that their application is properly reviewed by the ACE committee.

The following document is a Prerequisite Completion Form indicating all the required prerequisites for the ACE Program. You are required to provide a self-evaluation for the courses you have completed and/or plan to complete.

- A. **Completed Courses:** use the Prerequisite Form to list the College/University you have completed this course along with the full title of the course, including the course number. Students must also list the semester they took the course, the grade they received, and the number of credits the course was worth. Courses must have a minimum grade of a C+ in order to be considered complete. See Example A.
- B. **Incomplete Courses:** use the Prerequisite Completion Form to list the college/university in which you *plan* on completing this course. Please include the title of the course, the course number and the semester you will be completing the course (i.e. Summer 2019 or Fall 2019). Note: All prerequisites must be complete by the end of the Fall 2019 semester with a C+ or greater, and official documentation of completed courses must be received no later than **January 2nd, 2020** by the Undergraduate Admissions Office. See Example B.
- C. **Academic History:** please use the Academic History Form to list all of the colleges/universities for which you have attended and received college credit. You must list the degree you received (if applicable to more than one), the year you completed the degree, your final GPA, the total number of completed credits, and whether or not the transcript you submitted to the Undergraduate Admissions Office is up to date with the most recent information. This same information **MUST** be included when completing the Undergraduate Application for Admission. Failure to list your entire post-secondary history may result in an incomplete application and ineligibility for review. (*Note: Degrees must be conferred by October 1st, 2019; no December 2019 graduations will be accepted.*) See Example C.

DISCLAIMER:

I submit this checklist and attached forms as a true representation of my application and academic success. I understand that my courses listed on the Prerequisite Completion Form are unofficial until approved by Southern CT State University. I understand that an incomplete application will result in my inability to be reviewed by the ACE Committee. I understand that it is my responsibility to read through the checklist very carefully, ensure that all proper documentation has been received, and meet all eligibility requirements. I understand that it is my responsibility to meet and submit proper documentation of the following criteria by **January 2nd, 2020** for proper admission review: essay submission, proper prerequisite completion with a C+ or greater, no more than 2 prerequisite retakes below a C+ (p.3), official transcripts sent to the Undergraduate Admissions Office, submit my online application and have conferred BA/BS degree (by October 1, 2019), and a CUM GPA of 3.0 or greater.

Print Name

Signature

____/____/____
Date

Accelerated Career Entry (ACE) Nursing Program Prerequisite Completion Form

Please complete the following prerequisite form based on what you believe are your completed prerequisites. Upload a copy of this form to your online application portal. If you have not yet taken the prerequisite courses, please indicate when you plan to complete them. CT Community College equivalencies for all required SCSU prerequisites are listed on the ACE website. **ALL prerequisite courses must be completed with a "C+" or better by the end of the Fall 2019 semester (December 2019); ALL transcripts must be received by the Undergraduate Admissions Office and documented by January 2nd, 2020.**

Prerequisite Course	College Attended/ Plan to Attend	Course Title/Number	Year Taken	# of credits	Grade
BIO 200 Anatomy & Physiology I					
BIO 201 Anatomy & Physiology II					
BIO 120 Microbiology					
CHE 120 General Chemistry I					
MAT 107 Statistics					
MAT 108 Math for the Natural Sciences OR (Math 112, 120, 122, 139, 150, 151) (College Algebra, Pre-Calc, and/or Calc will substitute for this requirement)					
PSY 100 Intro to Psychology					
PSY 219 Lifespan Development					
Example A: PSY100	Southern CT State University	General Psychology (PSY100)	Spring '11	3	A-
Example B: PSY100	Gateway Community College	General Psychology (PSY111)	Fall '19	3	TBD

- If you have withdrawn from or retaken one or more nursing college courses, you may include a brief explanation, on a separate paper, explaining the reason(s) for the course withdrawal(s) or repeat(s).
- No more than 2 prerequisite retakes due to a course grade below a C+. If you are repeating a prerequisite because your initial grade was below a C+, this is only allowed 2 times. If you have earned more than 2 grades below a C+ for any of the required prerequisites, you are ineligible to apply. Please contact the department for additional clarification if needed.
- Only AP scores of a 4 or 5 are accepted for the above prerequisites. Official documentation **MUST** be sent to the Undergraduate Admissions Office.
- CLEP scores must be noted and official documentation **MUST** be sent to the Undergraduate Admissions Office.
- A copy of course approvals/waivers from Chairpersons **MUST** also be provided, if applicable.
- Online courses for BIO200, BIO201, BIO120 & CHE120 will not be accepted. These courses must be in-class courses with a lab component and must be 4 or more credits.

ACADEMIC HISTORY FORM

Full academic history includes any and all academic institutions you have attended since graduation from high school, and any college credit you received in high school. This same information **MUST** be included when completing the Undergraduate Transfer Application for Admission. Failure to list and submit all academic history may result in an incomplete application and may make your application ineligible for review. A previously conferred BA/BS degree, obtained by October 1, 2019, is a REQUIREMENT for the ACE Program. Note: Military transcripts and International transcripts **MUST** be noted below and sent to the Undergraduate Admissions Office. Only the Undergraduate Admissions Office are authorized to evaluate military and international credits.

COLLEGE/UNIVERSITY Location & Address	DEGREE/YEAR	GPA	CREDITS	TRANSCRIPT UP TO DATE?
EXAMPLE C Southern CT State University, New Haven, CT 06512	BS, Biology 2016	3.0	120	Yes

By submitting this form, I understand that it is my responsibility to:

- ❖ Upload my essay, as outlined by the requirements listed on ACE website, to the online portal by 1/2/20.
- ❖ Submit my completed Checklist & Prerequisite Form to the online portal by 1/2/20.
- ❖ Ensure that I have all proper equivalents for the required prerequisites and complete them with a C+ or greater by 1/2/20.
- ❖ Have a cumulative GPA of 3.0 or higher by 1/2/20.
- ❖ Provide a true history of my academic performance and schools attended.
- ❖ Verify that all my official transcripts have been received by the UG Admissions Office by 1/2/20.
- ❖ Verify that all CLEP and/or AP College Board reports have been received by the UG Admissions Office by 1/2/20.
- ❖ Submit my online application and have a conferred BA/BS degree by 10/1/19.
- ❖ Not have more than 2 prerequisite retakes due to a course grade below a C+. If you are repeating a prerequisite because your initial grade was below a C+, this is only allowed 2 times. If you have earned more than 2 grades below a C+ for any of the required prerequisites, you are ineligible to apply. Please contact the department for additional clarification if needed.
- ❖ Use all my resources listed on the ACE website to be well informed about my eligibility for the program. These resources include but are not limited to the Transfer Articulation Tool, GPA calculator, CLEP information, and the CT-Community College Equivalency chart.
- ❖ Complete a Nursing Disclosure Form if I have previously been enrolled in a nursing program. I understand that being previously dismissed from a nursing program means I am ineligible to apply to SCSU's nursing programs.

I understand that failure to carefully review and submit the items above results in an incomplete application and I will not be considered for the ACE program for the 2020-2021 application cycle.

Print Name

Signature

____/____/____
Date