



**Faculty of Health Sciences**

# **Bachelor of Science in Nursing Program**



**Information Booklet for Prospective Students  
Fall 2011**

*\*Subject to change \**

<http://www.douglas.bc.ca/healthsci>



Faculty of Health Sciences

BACHELOR OF SCIENCE IN NURSING

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## Faculty of Health Sciences

# BACHELOR OF SCIENCE IN NURSING

## INTRODUCTION

Douglas College offers a four year Baccalaureate of Science in Nursing Degree Program, approved by the provincial government and The College of Registered Nurses of BC. The curriculum is based on the perspective of health promotion and an ethic of caring.

## PROGRAM DESCRIPTION

The curriculum is based on the concept of caring and health promotion and has been developed in consultation with nursing practitioners, theorists, professional associations, and various government ministries. The program includes arts and sciences courses that complement nursing theory and practice.

Our program will educate students to be effective practitioners in meeting the health care needs of clients' (patients') in a changing health care system. Students will learn how to become sensitive to clients' experiences with health and healing; how to assist clients' to maintain their health and prevent illness; and how to assist clients' in the restoration of their health. They will become knowledgeable about the role of the professional nurse and will learn how to promote the profession of nursing.

We use an innovative educational design that includes small group interactions as part of the learning process. Students are active participants in their own learning and individual interests are recognized and encouraged. Critical thinking, creativity, and compassionate nursing care are emphasized in a supportive learning environment

Technology and the use of computers are used throughout the program, beginning in the first semester. We have excellent computer resources and our state of the art clinical laboratories simulate real client situations.

Clinical experiences (caring for clients in a health care setting such as a hospital) are varied and provide a rich learning environment. Students have opportunities to care for many different kinds of clients such as: individuals, families, groups, and communities. They will learn how to collaborate and work in partnership with their clients.

Bachelor of Science in Nursing students are required to have their own transportation or to independently find their own transportation in order to travel to health care agencies, community agencies, professional organizations and meetings.

After completion of the program, graduates are eligible to write the Canadian Nurses' Association Exam to become licensed as Registered Nurses in B.C. Graduates are prepared to practice nursing in the following health care settings: (1) acute care hospitals; (2) intermediate care hospitals; (3) long term care hospitals; (4) health care clinics; (5) home care agencies; and (6) community health care agencies.

## PROGRAM OVERVIEW

Douglas College offers *two* Bachelor of Science in Nursing classes every year:

- January Intake – Application Deadline June 1
- September Intake – Application Deadline Feb 1

## COMPLETION OF SEMESTERS

### January Intakes

#### YEAR I

January - April	May - June	July - August	September - December
Semester One 15 weeks	<b>*No Scheduled Nursing Classes</b>	<b>Summer Break *No Scheduled Nursing Classes</b>	Semester Two 15 weeks

#### YEAR II

March - June	July - August	September - December	January - February
Semester Three 15 weeks	<b>Summer Break *No Scheduled Nursing Classes</b>	Semester Four 15 weeks	Consolidated Practice Experience II (CPE II) 5.5 weeks

#### YEAR III

March - June	July - August	September - December	January - March	March - April
Semester Five 15 weeks	<b>Summer Break *No Scheduled Nursing Classes</b>	Semester Six 15 weeks	Consolidated Practice Experience III (CPE III) 6 weeks	Consolidated Practice Experience IV (CPE IV) 6 weeks

#### YEAR IV

May- August	September - October	October - December
Semester Seven 15 weeks	Semester Eight 6 weeks	Consolidated Practice Experience V (CPE V) 6 weeks

**Note:** These weeks are approximations, as some semesters finish before the end of the month allowing for short breaks prior to entering the next semester.

## COMPLETION OF SEMESTERS

### September Intakes

#### YEAR I

September - December	January - April	July - August
Semester One 15 weeks	Semester Two 15 weeks	Summer Break *No Scheduled Nursing Classes

#### YEAR II

September - December	January - April	May - June	July - August
Semester Three 15 weeks	Semester Four 15 weeks	Consolidated Practice Experience II (CPE II) 5.5 weeks	Summer Break *No Scheduled Nursing Classes

#### YEAR III

September - December	January - April	May - July	July - August
Semester Five 15 weeks	Semester Six 15 weeks	Consolidated Practice Experience III (CPE III) 6 weeks	Consolidated Practice Experience IV (CPE IV) 6 weeks

\*Approximately 2 weeks' holiday

#### YEAR IV

September - December	January - March	March - April
Semester Seven 15 weeks	Semester Eight 6 weeks	Consolidated Practice Experience V (CPE V) 6 weeks

Note: These weeks are approximations, as some semesters finish before the end of the month allowing for short breaks prior to entering the next semester.

## NURSING PROGRAM OVERVIEW AND SEMESTER FOCI

There are seven support courses that are required as part of the Bachelor of Science in Nursing Program:

1. **Biology 1103** \*must be completed by the end of Semester one
2. **English 1130** \*must be completed by the end of Semester one
3. **Biology 1203** \*must be completed by the end of Semester two
4. **English Elective** \*must be completed by the end of Semester two and must be a 3 credit University Transferable Course
5. **General Elective** \*must be completed by the end of Semester four and must be a 3 credit University Transferable Course
6. **General Elective** \*must be completed by the end of Semester seven and must be a 3 credit University Transferable Course
7. **Nursing Elective** \*must be completed by the end of Semester seven

**\*A minimum of 60% (C grade) is required for each of these courses.**

These courses (other than the Nursing Elective) may be taken prior to entering the Bachelor of Science in Nursing Program. Applicants who are accepted into the program may register for these courses in the following identified semesters.

Please note when these courses must be completed in order to progress in the program. Refer to the Bachelor of Science in Nursing Student Policies regarding progression from one semester to the next.

*\*Students are strongly encouraged to take their required support courses before they enter the program or during the summer breaks, if possible.\**

## EVALUATION/GRADES

All students are expected to meet the evaluation requirements of each course. Students who are accepted into the Bachelor of Science in Nursing Program must achieve a minimum of 60% or greater in all nursing courses and a minimum of a 60% or greater in all support courses.

Students must also achieve a semester average of 65% or greater in order to progress in the Bachelor of Science in Nursing Program at Douglas College.

## TRANSFER CREDIT

Students do not automatically receive transfer credit(s) from other nursing programs in BC. Students are required to follow the College process regarding applying for transfer credit(s) for nursing courses and/or any other course taken at another educational institution.

Please refer to the College calendar for additional information.

## YEAR I

### Semester One

#### Personal Meaning of Health

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 1100 Nursing Practice	4.5	6.0
NURS 1110 Health I: Health Styles	2.0	3.0
NURS 1120 Self & Others I: Self Awareness	2.0	3.0
NURS 1130 Professional Growth I: Nurses' Work	2.0	3.0
<b>SUPPORT COURSES</b>		
*Biology 1103 Human Biology I: Human Anatomy & Physiology *Must be completed by the end of semester one with a minimum grade of 60%.	3.0	4.0
*English 1130 Academic Writing *Must be completed by the end of semester one with a minimum grade of 60%.	3.0	4.0
<b>TOTAL:</b>	<b>16.5 credits</b>	<b>23 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom times.		
Please note: Non-violent Crisis Intervention course, offered through Continuing Education, is a requirement in semester one (non-credit course required prior to entry into clinical practice areas).		

### Semester Two

#### People's Experiences of Chronic Health Challenges

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 1200 Nursing Practice II	7.5	5.0
NURS 1210 Health II: Facilitating Health in Families	2.0	3.0
NURS 1220 Self & Others II: Creating Health Promoting Relationships	2.0	3.0
<b>SUPPORT COURSES</b>		
*Biology 1203 Human Biology II: Human Anatomy & Physiology * Must be completed by the end of semester two with a minimum grade of 60%.	3.0	4.0
*English Elective *Must be completed by the end of Semester two with a minimum of grade of 60%.	3.0	4.0
<b>TOTAL:</b>	<b>17.5 credits</b>	<b>19 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom time.		

\*\*\*END OF YEAR I\*\*\*

## YEAR II

### Semester Three

People's experiences of episodic health challenges

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 2100 Nursing Practice II	7.5	5.0
NURS 2110 Healing Workshop I: Episodic Health Challenges	4.0	6.0
NURS 2130 Professional Growth II: The Nursing Profession	2.0	3.0
NURS 2140 Health Science III: Pathophysiology	2.0	3.0
<b>TOTAL:</b>	<b>15.5 credits</b>	<b>17 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom time.		

### Semester Four

People's Experiences of Complex Episodic Health Challenges

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 2200 Nursing Practice III	7.5	5.0
NURS 2210 Healing Workshop II: Complex Episodic Health Challenges	4.5	6.0
NURS 2240 Health Sciences IV: Pathophysiology	2.0	3.0
<b>SUPPORT COURSES</b>		
*General Elective * 3 credits and University Transferable *Must be completed by the end of semester four with a minimum grade of 60%.	3.0	4.0
<b>TOTAL:</b>	<b>15.5 credits</b>	<b>18 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom time.		

### Nursing Practice Semester

Consolidated Practice Experience II

\*(5.5 – 6.5 weeks long, depending upon 8 hr or 12 hr shifts in hospital practice).

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 2300 Consolidated Practice Experience II (CPE II) *5 clinical days of approximately 8 hours or 3 days of approximately 12 hours each week.	4.0	24.0
<b>TOTAL:</b>	<b>4.0 credits</b>	<b>24 hours/week</b>

\*\*\*END OF YEAR II\*\*\*

## YEAR III

### Semester Five

#### Prevention (15 weeks)

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 3100 Nursing Practice V	8.0	31.0
NURS 3110 Health III: Teaching/Learning For Prevention	3.0	4.0
NURS 3130 Professional Growth V: Nursing Ethics	3.0	4.0
NURS 3140 Healing/Health Science: Advanced Health Challenges	2.0	3.0
<b>TOTAL:</b>	<b>16.0 credits</b>	<b>42 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom time.		

### Semester Six

#### Health Promotion and Community Development

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 3200 Nursing Practice VI	5.5	4.0
NURS 3210 Health IV: Health Promotion and Community Empowerment	3.0	4.0
NURS 3220 Self and Others III: Reflection on Caring Practices	3.0	4.0
NURS 3230 Professional Growth: Nursing Inquiry	3.0	4.0
<b>TOTAL:</b>	<b>14.5 credits</b>	<b>16 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom time.		

### Nursing Practice Semester

#### CPE III & IV

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 3300 Consolidated Practice Experience III	6.0	20.0
NURS 3301 Consolidated Practice Experience IV	4.5	20 Prevention 15 Home Health 5 Lab/each
<b>TOTAL:</b>	<b>10.5 credits</b>	<b>40-45 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom time.		

\*\*\*END OF YEAR III\*\*\*

## YEAR IV

### Semester Seven

#### Societal Health and Nurses Influencing Change

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 4100 Nursing Practice VII	5.5	4.0
NURS 4130 Professional Growth: Research	3.0	4.0
NURS 4131 Professional Growth: Nurses Influencing Change	3.0	4.0
<b>SUPPORT COURSES</b>		
Nursing Elective *Must be completed by the end of semester seven with a minimum grade of 60%.	3.0	4.0
General Elective *Must be completed by the end of semester seven with a minimum grade of 60%.	3.0	4.0
<b>TOTAL:</b>	<b>17.5 credits</b>	<b>20 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom time.		

### Semester Eight/CPE V

#### Area of Clinical Focus

NURSING COURSES	CREDITS	HOURS/WEEK
NURS 4200 Nursing Practice VIII	6.0	20.0
NURS 4201 Consolidated Practice V	6.0	20.0
<b>TOTAL:</b>		
	<b>12.0 credits</b>	<b>40 hours/week</b>
*The course hours/week listed may include additional seminar, laboratory, observational, and field experiences, in addition to weekly scheduled classroom time.		

\*\*\*END OF YEAR IV\*\*\*

## ADMISSION REQUIREMENTS

### I. ACADEMIC ADMISSION REQUIREMENTS

#### A. Graduation from a B.C. Senior Secondary School (or equivalent)

\*See the Douglas College Calendar on Admission Requirements for more information.

AND

#### B. Completion of the following courses or one of the following exemptions or equivalents

<u>Courses:</u>		<u>Exemptions/Equivalents:</u>
1. Chemistry 11 with a minimum grade of C+	<u>OR</u>	i) Chemistry 12 with a minimum grade of C
		ii) University transferable Chemistry course with a minimum grade of P
	<u>AND</u>	
2. Biology 11 with a minimum grade of C+	<u>OR</u>	i) Biology 12 with a minimum grade of C
		ii) University transferable Biology course with a minimum grade of P
	<u>AND</u>	
3. One grade 12 science course (Biology 12, Chemistry 12, Geography 12, Physics 12) with a minimum grade of C+		i) University transferable science course with a minimum grade of C

OR

In place of high school courses, complete 9 University Transfer Credits with a minimum grade of C in each course if applicants do not meet the above course requirements, or one of the exemptions or equivalents.

\*Applicants who require the 9 University Transfer Credits for admission into the Bachelor of Science in Nursing Program are strongly encouraged to select 3 of the required support courses (see page 6).

AND

*ACADEMIC ADMISSION REQUIREMENTS CONTINUED...*

C. Completion of Foundations of Math 11 (or equivalent) with a minimum grade of C

OR

one of the following exemptions or equivalents:

- i) Algebra 11 with a minimum grade of C
- ii) Algebra 12 with a minimum grade of P
- iii) Academic Math 12 with a minimum grade of P
- iv) DVST 0411 with a minimum grade of C
- v) Math 1101 with a minimum grade of P
- vi) University transferable Math course with a minimum grade of P
- vii) University transferable Stats course with a minimum grade of P

**\*Note: If you do not have Principles of Math 11 or one of the exemptions or equivalents, please make an appointment with Assessment Services to take the BSN Math Readiness Assessment.**

Assessment Services is located in the Registrar's Office at Douglas College David Lam Campus

Room: A1450 (David Lam)  
Phone: 604-527-5478 (New Westminster)

\*It may take up to two days for your assessment test results.

**You must have a Douglas College Student Number in order to book an assessment test.**

AND

**ACADEMIC ADMISSION REQUIREMENTS CONTINUED...**

**D. Completion of English 12 (or equivalent) with a minimum grade of B within the past 4 years**

**OR**

Douglas College Computer-based English Assessment Test with results indicating **eligible to register for *College Level Writing Courses*** (minimum recommendation of English 1130)

Applicants are required to make an appointment with Assessment Services (604-527-5478) to take the Douglas College Computer-based English Assessment. (You must have a Douglas College Student Number to book an assessment).

Substitutions and Equivalent Assessments to the Computer-based English Assessment; include any one of the following exemptions:

- i. a grade of C- in EASL 0460, **or** a minimum grade of C- in **both** EASL 0465 and 0475 within the last four years
- ii. a grade of C- or better in DVST 0450 or DVST 0455, within the last four years
- iii. a grade of 3 or better in the examination for English-Language A (Higher Level) from the International Baccalaureate Program, within the last four years
- iv. a grade of 3 or better in the examination for English - Language or Literature from the Advanced Placement Program, within the last four years
- v. an IELTS score of 7 with a minimum score on **all** parts of 6.5, within the last two years
- vi. a TOEFL (paper-based) score of a minimum of 55 in **each** of Listening, Reading and Writing **and** 5 TWE; or (internet-based) an overall score of 92 with a minimum of 22 in **each** of Listening, Speaking, Reading and Writing within the last two years
- vii. a Language Proficiency Index (LPI) score of 5 on **both** Essay Level **and** English Usage **and** a score of 10 on the Reading Comprehension section, within the last four years.
- viii. a grade of P in English 1099
- ix. a grade of P in University Transferable English course

**\*All Bachelor of Science in Nursing Students need to be fluent in all aspects of English. For those applicants who completed their education (high school) in a non-English speaking country and/or who have English as a second language, are recommended to seek out academic advice from the Registrar's Office (604-527-5478 Room A1450) or the Learning Centre (604-777-6139 Room A1040).**

## II. PREFERENTIAL ADMISSION CRITERIA

Preferential admission criteria are listed below. Applicants are recommended to contact an Academic Advisor for more information as to how you can increase your chances for admission into the Bachelor of Science in Nursing Program. **You must first meet the minimum academic requirements** (refer to page 13). Applicants are then ranked based on the preferential admission criteria:

### Category "A" – Grade 12 Graduation

#### a. High School GPA of Specified Courses (maximum 5 points)

- The higher grade of Chemistry 11 or Chemistry 12
- The higher grade of Biology 11 or Biology 12
- The higher grade of another Science 12 (excluding Chemistry 12 and/or Biology 12 if used above)
- The higher grade of Principles of Math 11 or Principles of Math 12 (DVST 0411 and DVST 0412 are considered equivalent)
- English 12

Each grade to be given the numeric value stated. This number will then be divided by the amount of courses used, to determine final points given.

(i.e. A = 5, B = 4, A = 5. Total is 14, divide by 3 = 4.7 points)

A	(86% to 100%)	5.00
B	(73% to 85%)	4.00
C+	(67% to 72%)	3.00
C	(60% to 66%)	2.00
C-	(50% to 59%)	1.00
F	(0% to 49%)	0.0

#### b. Completion of a Credential (maximum 2 points)

*Only the highest credential will be awarded points*

- Certificate in a health related field from a recognized/credited institution in an English educated Country = 2 points
- Citation in a health related field from a recognized/credited institution in an English educated Country = 1 point

#### c. Volunteer OR Work Experience – Form Required (maximum 3 points)

Students who have volunteer or work experience in a health related field will receive the following scores: (Examples: Victim Assistance, St. John Ambulance, care homes, suicide hotline, Options for Sexual Health, etc.).

- 100 - 200 hours = 1 point
- 201 - 300 hours = 2 points
- 301 - 400+ hours = 3 points

**Total Maximum for Category "A": 10 points**

**PREFERENTIAL ADMISSION CRITERIA CONTINUED...**

**Category "B" – Successfully completed 9 University Transfer Credits**

**a. Cumulative GPA of all UT credits (maximum 5 points)**

College courses to be used for cumulative GPA calculation:

\*All courses identified as university transferable

\*If courses are repeated, only highest grade will be used

\*Failed and UN courses will be included

Each grade will be given the numeric value stated below. This number will then be divided by the amount of courses used, to determine final points given.

(i.e. A = 5, B = 4, A = 5. Total is 14, divide by 3 = 4.7 points)

A+	(95% to 100%)	5.00
A	(90% to 94%)	5.00
A-	(85% to 89%)	5.00
B+	(80% to 84%)	4.00
B	(75% to 79%)	4.00
B-	(70% to 74%)	4.00
C+	(65% to 69%)	3.00
C	(60% to 64%)	2.00
C-	(55% to 59%)	1.00
P	(50% to 54%)	1.00
F	(0% to 49%)	0.0

**b. Completion of a Credential (maximum 6 points)**

***Only the highest credential will be awarded points***

- Bachelor's Degree from a recognized/credited institution in an English educated Country = 6 points
- Bachelor's Degree from a recognized/credit institution in a non-English educated Country = 4 points
- Associate Degree from a recognized/credited institution in an English educated Country = 3 points
- Diploma from a recognized/credited institution in an English educated Country= 3 points
- Certificate in a health related field from a recognized/credited institution in an English educated Country = 2 points
- Citation in a health-related field from a recognized/credited institution in an English educated Country= 1 point

**c. Volunteer OR Work Experience – Form Required (maximum 3 points)**

Students who have volunteer or work experience in a health related field will receive the following scores: (Examples: Victim Assistance, St. John Ambulance, care homes, suicide hotline, Planned Parenthood, etc.)

- 100 - 200 hours = 1 point
- 201 - 300 hours = 2 points
- 301 - 400+ hours = 3 points

**Total Maximum points for Category "B": 14 points**

### III. CARDIOPULMONARY RESUSCITATION (CPR) AND STANDARD FIRST AID REQUIREMENTS

Once applicants have met all the Academic Admission Requirements, they will be required to provide a photocopy of the following certificates to the Registrar's Office:

- A. Cardiopulmonary Resuscitation Basic Rescuer (CPR) Level HCP Health Care Provider Certificate current within 1 year of the start date of the program

\*Standard First Aid Certificates that include CPR Level HCP within 1 year of the date of application are also accepted

**Note:** Re-certification of CPR Level HCP Certificates is required every year for all students once admitted into the Bachelor of Science in Nursing Program.

- B. Standard First Aid Certificate current within 3 years of the start date of the program

\*Unlike the CPR Certificates, the Standard First Aid Certificates **do not** need to be updated yearly once you are admitted to the Bachelor of Science in Nursing Program

*CPR and First Aid Courses are available through:*

- *Red Cross (Register via Vital Link at 604-644-4709)  
(Courses are held at Douglas College David Lam Campus)*
- *St. Johns' Ambulance*

### IV. OTHER FINAL REQUIREMENTS

Once the application has been processed indicating the Academic Admission Requirements have been met; the following documents will be required by the Registrar's Office in order to complete your application.

**\*Applicants must provide these documents according to the date identified by the Registrar's Office. If you are unable to meet the deadlines and require an extension, please contact the Registrar's Office: Bachelor of Science in Nursing Admissions (604-777-6066).**

#### Required Documents:

**\*Incomplete documents will be returned to the student and can affect your acceptance into the Bachelor of Science in Nursing Program.**

- A. Health Assessment (A form will be provided)

A satisfactory health assessment completed by a physician.

- B. Immunization Record (A form will be provided)

A current record of recommended immunizations.

C. **Criminal Record Search (A form will be provided)**

Applicants will be required to undergo a criminal record search that satisfies the requirements of the program and professional nursing association (College of Registered Nurses of BC).

Applicants are required to take the criminal record search form to their local police station (a fee is required) for verification that no relevant criminal record exists.

The results of the criminal record search must be sent directly to the Registrar's Office. If there are any concerns regarding the criminal record search, the Registrar's Office will contact the applicant in confidence.

**\*A criminal record search is required by the Ministries of Health and Social Services prior to students being placed in health care agencies. The College of Registered Nurses of BC also requires a criminal record search in order to be eligible for licensure (eligible to write the National Exams at the end of the program and become a Registered Nurse).**

**Note: It is the responsibility of all applicants to contact the College of Registered Nurses of BC (604-736-7331 Registration Department) if they are unsure as to whether or not they would be eligible for membership and licensure.**

For additional information regarding the Criminal Record Search, please contact the Registrar's Office at 604-527-5478.

D. **Non-refundable Deposit**

\*Applicants will be required to submit a non-refundable deposit of \$350.00 (applied to your tuition) upon acceptance into the Bachelor of Science in Nursing Program (Please see Application Process).

E. **Potential Interview**

Applicants may be required to attend a personal interview with a representative of the Bachelor of Science in Nursing Program for the purposes of providing additional information and/or for academic counselling.

Applicants who have specific health concerns which could interfere with their ability to complete the nursing program or potentially affect their nursing employment (upon completing the BSN degree) should contact the Bachelor of Science in Nursing Coordinator for an interview.

## APPLICATION PROCESS

Please refer to the application category that is the most relevant to your situation. If you require additional assistance you can contact the Registrar's Office at 604-527-5478 or the Faculty of Health Sciences: Bachelor of Science in Nursing Department at 604-777-6407.

### A. For applicants who do not meet the Academic Admission Requirements:

1. Complete a Douglas College Application Form either paper or online at [www.douglas.bc.ca](http://www.douglas.bc.ca) (click on Students, Apply) indicating **General Studies: Pre-Entry Nursing Program**;
2. Include the following with your application form:
  - \$30.00 one-time non-refundable fee for first-time applicants to Douglas College (if you are currently registered at Douglas College you do not need to include this fee)
  - official High School transcript
  - official transcripts from all other post-secondary institutions attended  
\*If you believe you are eligible to receive transfer credit from another post-secondary institution towards the Bachelor of Science in Nursing Program or to satisfy academic admission requirements; please submit these **official transcripts with a "Request for Transfer of Credit Form"** (these forms may be obtained from the Registrar's Office)  
*Transcripts from other provinces and/or countries will require a minimum of 6 - 8 weeks to process.*

Upon receipt of the completed application form, all required documents, and the non-refundable application fee (if a first time applicant), you will be mailed relevant information. You can then register on-line for specific courses that will assist you to meet the academic admission requirements.

If you are unsure of which courses you need in order to meet the academic admission requirements of the Bachelor of Science in Nursing Program, please seek assistance from Academic Advising or the Bachelor of Science in Nursing Department.

The course registration information will also identify those sections of Biology 1103 and Biology 1203 which are restricted to **Bachelor of Science in Nursing and Pre-Nursing Students**. You may register for these courses but must meet all registration deadlines.

**\*Once you meet all the academic admission requirements, you must complete a new on-line Application Form for the Bachelor of Science in Nursing Program** (see application process for those applicants who do meet the academic admission requirements).

B. For applicants who do meet the Academic Admission Requirements:

*Completed applications with all required documents and fees must be submitted to the Registrar's Office by:*

- \* **February 1st** for the September intake and **June 1st** for the January intake

All applicants must obtain a current (within 1 year) **Cardiopulmonary Resuscitation Certificate (CPR) Level HCP** and a current (within 3 years) **First Aid Certificate** as part of the final admission requirements.

1. Complete a Douglas College Application Form either paper or online at [www.douglas.bc.ca](http://www.douglas.bc.ca) (Click on Students, Apply) indicating **Bachelor of Science in Nursing Program**; submit this application form to the Registrar's Office
2. Include the following with your application form:
  - \$30.00 onetime non-refundable fee for first time applicants to Douglas College (if you are currently registered at Douglas College you do not need to include this fee)
  - official High School Transcript
  - *High School students anticipating graduation in June are required to send an Interim Transcript by March 1st.*
  - official transcripts from all other post-secondary institutions attended  
\*if you believe you are eligible to receive transfer credit from another post-secondary institution towards the Bachelor of Science in Nursing Program or to satisfy academic admission requirements; please submit these **official transcripts with a "Request for Transfer of Credit Form"** (these forms are available on-line or may be obtained from the Registrar's Office)  
*Transcripts from other provinces and/or countries will require a minimum of 6 - 8 weeks to process.*

Once initial requirements are met, selected students will be required to complete the final admission requirements.

3. Final admission requirements:
  - a satisfactory **Health Assessment** completed by a physician (a form will be provided). Please note: incomplete forms will be returned to you.
  - a current record of recommended **immunizations** (a form will be provided). Please note: incomplete forms will be returned to you.
  - a **Criminal Record Search** (a form will be provided).
  - a possible **interview** at our request for the purpose of providing information and academic counseling.
  - a non-refundable **deposit of \$350.00**.

Once all final admission requirements are met, applicants will receive specific program and course information.

**\*Applicants who are not accepted must re-apply (complete a new Application Form) for each subsequent intake.**

## IMPORTANT INFORMATION

Douglas College  
Faculty of Health Sciences  
David Lam Campus

1250 Pinetree Way, Coquitlam BC

### A. Program Information

Additional information about the Program can be obtained from the following sources.

#### Information Sessions:

Bachelor of Science in Nursing Information sessions are held once a month, usually during the early evenings (5 - 7 p.m.). BSN Faculty will provide information and answer your individual questions.

Please plan on attending one of the information sessions. For information on the specific dates, times and location please refer to:

- a) The website at <http://www.douglas.bc.ca/new-students/information-sessions.html#healthScience>
- b) The Registrar's Office at **604-527-5478 Room A1450 David Lam Campus**
- c) The Faculty of Health Sciences: Bachelor of Science in Nursing Department at **604-777-6407 Room D3039**

#### Web Page:

Our Web Page address is: [http:// www.douglas.bc.ca/healthsci](http://www.douglas.bc.ca/healthsci)

Student Services: 604-777-6185

Counsellors are available to discuss your personal situation and strategies for success.

Coordinator Bachelor of Science in Nursing: 604-777-6407

The Coordinator can provide specific information regarding the Bachelor of Science in Nursing Program such as: dates & times of courses (scheduling); required texts, etc.

### B. Math Assessment and English Writing Assessment Tests

All applicants who **do not** meet the Academic Math and English requirements (refer to pages 13 & 14) need to arrange appointment times with Assessment Services for testing.

Assessment Services is located in the Registrar's Office in the New Westminster Campus. Assessments can be done in Coquitlam or New Westminster.

Room:           **2700 (2nd floor)**  
Phone:          **604-527-5478**

\*You must have a Douglas College Student Number, in order to make an appointment. (Submit an application for General Studies: Pre-Nursing - refer to page 18).

\*Contact Assessment Services for information on how to prepare for your Math and/or English Writing Assessment tests.

**Note:** It may take up to six weeks for your Douglas College Writing Assessment Test results, therefore plan to take these tests with your initial application.

**Note:** BSN Math Readiness Test results are ready within two business days.

### C. Math and English Upgrading

Applicants who **do not** meet the Academic Admission Requirements (refer to pages 12 & 13) for Math and/or English Writing will require upgrading or additional preparatory courses.

For additional information and/or advice, please contact the following Departments:

- Development Studies (DVST) Department for Math & English Courses
- English as a Second Language (EASL) Department for English Courses

Both Departments are located in:

Room: **B2004**

Phone: **604-777-6196**

### D. Learning Centre

Applicants who are currently registered at Douglas College (e.g. General Studies Students) can access the learning centre for assistance with:

- reading skills
- writing skills
- study skills
- basic word-processing skills

Students can also be referred to the learning centre by their course instructors and receive individual assistance from staff, faculty, and/or students (peer tutor).

**\*Students who require assistance with more basic skills (reading and writing) are referred to the Department of Developmental Studies and English as a Second Language.**

The Learning Centre is located in:

Room: **A1040**

Phone: **604-777-6139**

## E. Student Services

Counsellors are available to assist applicants and Douglas College Students. They offer a wide range of services.

### Professional Counsellors:

- career counselling
- personal counselling
- non-credit workshops for students on
  - ❖ stress and time management
  - ❖ survival tips for College success
  - ❖ test and/or performance anxiety
  - ❖ building self-esteem and confidence
  - ❖ overcoming procrastination
  - ❖ assertiveness
  - ❖ interpersonal relationships
- credit courses designed to promote personal growth and development

*\*Counsellors are available for appointments between 9 a.m. and 4:30 p.m. Monday to Friday. Some evening appointments can also be made.*

Counsellors are located in:

Room:           A1050

Phone:           604-777-6185

## F. Registrar's Office

### Academic Advisors:

- general course and program planning information
- career information and upgrading
- assistance in the Career Resource Centre

Advisors are available for appointments from Monday to Friday. Some evening appointments and telephone advising are available. Contact at 604-527-5478.

### Office for New Students:

- information sessions regarding application and registration procedures, tuition fee information, job prospects and answers to all your other questions!

Contact at 604-777-6095 or [information@douglascollege.ca](mailto:information@douglascollege.ca)



## H. Financial Aid

The Student Finance Office provides a wide variety of services related to:

- student loans (Workshops are offered throughout the year to assist students with their loan applications)
- *Students must be enrolled in a minimum of 9 credits each semester in order to be eligible*
- grants
- work-study programs
- \*awards
- \*bursaries
- \*scholarships

**Note:** Students may be eligible for specific awards, bursaries, and/or scholarships. Please consult the College Calendar or the Student Finance Office for specific information.

The Student Finance Office is located in:

Room: **A1030** David Lam Campus (main level)

Phone: **604-777-6189**

## I. Housing

There are no residences or on-site housing available at Douglas College. Contact the Student Society Office for information regarding off-campus housing.

The Student Society Office is located in:

Room: **A1060** David Lam Campus (main level)

Phone: **604-777-6257**

## J. Transportation

Douglas College, David Lam Campus in Coquitlam, is accessible via public transportation (refer to Translink). All classroom learning is at the David Lam Campus.

Contact the Student Society Office for additional information regarding bus passes, maps, and student discounts at **604-777-6257**.

**Bachelor of Science in Nursing Students are required to have their own transportation in order to travel to health care agencies, community agencies, professional organizations and meetings. It is necessary when visiting patients/clients (families) in their own homes. Therefore it is a necessity to have a car or be able to independently find your own transportation.**

## K. Parking

Limited surface and underground parking is available for students. Students are strongly encouraged to organize car-pooling.

Contact the Student Society Office for additional information regarding parking at **604-777-6257**.

## L. Student Health

All students are required to have their own health and medical/hospital insurance. They are responsible for maintaining their own health (physical and mental health) and notifying the Coordinator and course instructors of any changes in their health status (e.g. pregnancy, disability, or diagnosis of a medical condition) that could interfere with their ability to carry out the required activities of the program and/or jeopardize their own personal safety or the safety of clients.

*Students may be asked to provide a re-assessment of their health status from a physician during the course of the program.*

**There is no student health services office at Douglas College. For First Aid Assistance, students need to contact Security located on the main floor in the Atrium, David Lam Campus.**

## M. Students' Union

The Students' Union provides a handbook with information on:

- student identification cards (access to library)
- scholarships
- lockers
- off-campus housing
- student associations and clubs
- access to recreational facilities & events (films, social events)
- parking
- how to access the Ombudsperson

For further information contact the student union at 604-777-6257.

## N. Library Services

The library offers a variety of services in addition to its resources:

- orientation sessions for new and returning students
- audio-visual equipment
- access to computers
- study rooms (need to be booked in advance)

**Students are required to have a library card (student identification card) in order to take out materials.**

The library is located on the main floor at the David Lam Campus and the library phone number is: **604-777-6130**.

O. **Computer Labs**

The college has a number of computer labs which are available for students to use for word-processing assignments. For additional information and handbooks, students can contact Systems & Computing at 604-527-5330.

*All students in the Bachelor of Science in Nursing Program are expected to submit their assignments word-processed or typed unless indicated otherwise.*

P. **Opportunities for Continuing Education upon Completion of the Program**

Other educational opportunities include:

- Douglas College's Continuing Education Health Sciences Courses
- Accessing into the Psychiatric Nursing Program
- Post-graduate courses and programs at British Columbia's Institute of Technology (BCIT) such as: critical care, obstetrical nursing, emergency nursing

Q. **Additional Telephone and Room Numbers**

		<b><u>Room</u></b>	<b><u>Telephone</u></b>
i)	Faculty of Health Sciences: Bachelor of Science in Nursing	D3039 FAX	604-777-6407 604-777-6500
ii)	Registrar's Office	A1470 FAX	604-527-5478 604-777-6068
iii)	Student Services	A1050	604-777-6185
iv)	Day Care		604-777-6101
v)	Bookstore	A1507	604-777-6260

## FREQUENTLY ASKED QUESTIONS

Question: *Can I take the Bachelor of Science in Nursing Program part-time?*

Answer: At this time, the Bachelor of Science in Nursing Program at Douglas College is only offered on a full-time basis. Students can decrease their workloads by completing all the required support courses either prior to entering the program or during the summer breaks.

Question: *Is the Bachelor of Science in Nursing Program offered by distance?*

Answer: Not at this time.

Question: *Can I work part-time and be a full-time student in the Bachelor of Science in Nursing Program?*

Answer: It is not recommended that students work part-time during the program as some semesters have 5 required courses (16 to 17.5 credits). Also, there are hospital experiences (nursing practice experiences) that frequently start at 7 a.m.

We recognize that some students must work for financial reasons and if it is a necessity we recommend that you consult with the Bachelor of Science in Nursing Coordinator regarding the specific times and dates of each required course.

Question: *I have taken Biology 1103 as a pre-nursing student and received a grade of P. Will I still be accepted into the Bachelor of Science in Nursing Program?*

Answer: If you do not need the Biology 1103 course as part of your academic admission requirements (you have met all the required academic Admission requirements) you will still be eligible to apply to the program.

You will be required to re-do your Biology 1103 course while in semester one of the program and must achieve 60% (C grade) in order to progress into semester two (also required to have a semester average of 65% before proceeding into the next semester).

**Note:** All support courses you have completed prior to being accepted into the program and have received a grade of less than 60% must be re-taken by the identified semester.

Question: *I am a mature student and do not meet the academic admission requirements. How do I get started?*

Answer: You need to do the following:

1. Contact the Faculty of Health Sciences: Bachelor of Science in Nursing Department at 604-777-6407 to find out when the next Bachelor of Science in Nursing Information Session will be held. Plan to attend the information session.
2. Submit an application form to the Registrar's Office with your \$28.40 processing fee indicating **General Studies: Pre-entry Nursing** as your course of study and all official transcripts (high school and post-secondary).  
\*Refer to page 18 regarding the application process for applicants who do not meet the academic admission requirements.  
**It is important that you applied to Douglas College so you can arrange appointments with Assessment Services for Math and/or English Testing.**
3. Contact the Coordinator (604-777-6407) for an appointment and/or advice regarding a timeline for pre-req courses and which specific courses you should take first.  
**\*It is strongly recommended that pre-entry nursing students register for the required support courses as these can be used as part of the preferential and academic admission requirements and are also part of the program requirements.**
4. Arrange to take your Standard First Aid and Cardiopulmonary Resuscitation (CPR) Level C Certificates as soon as possible.
5. Seek out advice from Student Services regarding how to be successful, such as planning your finances, support systems, and study skills.
6. Apply to the Bachelor of Science in Nursing Program when you meet all the academic admission requirements (refer to page 18).

Question: *Why should I apply as a General Studies: Pre-entry Nursing Student, instead of simply a General Studies student or another classification?*

Answer: Students who are registered as General Studies: Pre-entry Nursing students are eligible to register for the Biology 1103 and Biology 1203 courses that are restricted to only Bachelor of Science in Nursing and Pre-entry Nursing students.

It also provides the Bachelor of Science in Nursing Coordinator and the Bachelor of Science in Nursing Admissions Officer with an idea of how many potential applicants there will be for the next program intake.

You will also be on the pre-nursing list and receive information regarding program changes, additional support course offerings (another Biology section), and events that are specific to the Bachelor of Science in Nursing Program.

Question: *I applied to the Bachelor of Science in Nursing Program and was not accepted. I am not sure why I was not accepted, who can I contact to find out why?*

Answer: You may contact the Registrar's Office: Bachelor of Science in Nursing Admissions 604-777-6228.  
\*You need to have your student number available.

Question: *I have completed some courses at another post-secondary institution. How can I have them assessed?*

Answer: You must submit your official transcript and complete the "Request for Transfer of Credit Form" to the Registrar's Office with your application.

\*It can take six weeks or longer to have your transfer credits assessed by the Registrar's Office. The time varies depending upon if the courses were taken in BC, Canada or another country.

Question: *I applied to the Bachelor of Science in Nursing Program and was not accepted because I did not have all of the academic admission requirements. I now meet all of them; do I still need to re-apply?*

Answer: Yes, you need to re-apply for the Bachelor of Science in Nursing Program for the next intake. For example, if you were not accepted into the September class you would need to re-apply for the January class.

Question: *It is past the application deadline, can I still apply to the program?*

Answer: Applications may still be accepted past the deadlines if there is a seat available and if the applicant has met all of the admission requirements.

Question: *I was registered in a Bachelor of Science in Nursing Program at another education institution; can I transfer to Douglas College?*

Answer: An interview would be requested to discuss your specific situation. Factors to consider would be: did the applicant fail or receive a grade of less than a C in a required support course or nursing course? Are there seats available? Does the applicant meet all the admission requirements?

Question: *I am a Pre-entry Nursing student and I am unable to register for one of the Biology sections that are restricted to Bachelor of Science in Nursing students. How do I register?*

Answer: Biology sections that are restricted to Bachelor of Science in Nursing Students only, will not allow Pre-entry Nursing Students to register until a specific date. Please refer to the Registration Guide for the Registration Date for Pre-entry Nursing Students. Once seats are full you can put your name on the Wait-list via the Registration System.

If you find other restricted sections of Biology (restricted to Psychiatric Nursing Students or HISP) that fit into your time-table, you may be able to register for these sections with a waiver from the appropriate department.