



BSN STUDENT NURSES
HANDBOOK

2019-2020

"Nurse Leaders Begin Here"

Revised: December 2019

Welcome from the Dean

Welcome to the School of Nursing at the University of Nevada, Las Vegas and congratulations on taking the next big step on your journey to becoming a nurse. The timing for your education couldn't be better. Our health care environment is rapidly evolving and in need of a workforce prepared to meet the demands. You are joining a rich tradition of excellence that produces outstanding nurse leaders and clinicians. Your journey through the undergraduate program contains many exciting opportunities to help you realize your personal goals. I invite you to explore what the School of Nursing has to offer. The faculty and staff are here to help you realize your full potential.



One of the first steps you can take toward success is familiarizing yourself with this student handbook. Inside you will find many of the policies and procedures that support your academic progress. It is helpful to review these resources at the start of the semester and throughout the year. As a new or returning student, it's natural to have a lot of questions. Each course, each semester, and each degree you pursue is different from the last. UNLV's faculty and staff are here to provide answers and offer support. I encourage you to seek their counsel early and often.

Finally, on behalf of the faculty and staff, I wish you much success and enjoyment, and I thank you for choosing UNLV to partner with on your journey.

Angela Amar, PhD, RN, ANEF, FAAN
Dean, School of Nursing

Welcome from the Associate Dean for Undergraduate Affairs

Welcome to the BSN program at UNLV School of Nursing. The School of Nursing's mission is to educate and develop nursing leaders who will collaborate with patients, families, communities, and health professionals to advance the health and welfare of the public. Our faculty members are committed to assist students in becoming competent and caring professionals and healthcare leaders.



We have an exciting undergraduate nursing program that has patient-centered care at the core of our curriculum. Our program is accredited by the Commission on Collegiate Nursing Education and it meets the highest nursing education standards. Our program is designed to prepare you for evidence-based nursing practice.

Tricia Gatlin, PhD, RN, CNE
Associate Dean for Undergraduate Affairs, School of Nursing

TABLE OF CONTENTS

CHAPTER I: INFORMATION ABOUT THE UNIVERSITY OF NEVADA, LAS VEGAS	
The UNLV Campus.....	6
Resources on Campus.....	6
General Regulations and Requirements of the University.....	9
CHAPTER II: SCHOOL OF NURSING VISION, MISSION, & PHILOSOPHY	
Vision Statement, Mission Statement.....	12
BSN Philosophy & Core Concepts.....	12
BSN Program Outcomes	14
Nursing Standards	15
Sequence for Nursing Courses.....	16
Catalog Descriptions for Required Nursing Courses.....	17
CHAPTER III: GETTING STARTED IN THE NURSING PROGRAM	
Admission Policies.....	20
Incoming Student Orientation.....	20
Registration Information.....	20
Dropping and Withdrawal of Classes.....	21
University Probation and Suspension.....	21
Incomplete Grade.....	21
University Grading Scale and Symbols.....	22
CHAPTER IV: POLICIES SPECIFIC TO THE SCHOOL OF NURSING	
Students' Rights	23
Abilities and Tasks Required for Nursing Program.....	23
Academic Integrity and Honesty	25
Advisors and Mentoring.....	25

Attendance and Class Policies.....	26
Clinical Policies.....	26
Examinations, Evaluation, and Grading Policy.....	27
Program Progression, Withdrawal, Dismissal, and Reinstatement.....	29
Petition, Grievance, and Appeal Directives.....	30
CHAPTER V: UNDERGRADUATE FEES AND EXPENSES	
Financial Aid.....	31
CHAPTER VI: GRADUATION	
University Procedures.....	32
Honors and Awards.....	33

School of Nursing BSN Program Contact Information

School of Nursing
Bigelow Health Sciences Building (BHS)
4505 S. Maryland Parkway, Box 453018 Las Vegas, Nevada 89154-3018
Voice: (702) 895-3360
Fax: (702) 895-4807

*Associate Dean for Undergraduate Affairs -
Dr. Tricia Gatlin*
Tricia.Gatlin@unlv.edu
702-895-5935

BSN Program Director – Dr. Angela Silvestri-Elmore
Angela.Silvestri-Elmore@unlv.edu
702-895-1229

Clinical Compliance & Placement - Jill Racicot
Jill.Racicot@unlv.edu
702-895-5920

SON Student Services Director - Elizabeth Gardner
Elizabeth.Gardner@unlv.edu
702-895-5923

Administrative Staff:
UNLV.Nursing@unlv.edu
702-895-3360

CHAPTER I

INFORMATION ABOUT THE UNIVERSITY OF NEVADA, LAS VEGAS

University of Nevada, Las Vegas
4505 S. Maryland Parkway Box 453018
Las Vegas, Nevada 89154-3018
Main telephone number: (702) 895-3011
School of Nursing: (702) 895-3360

Over 28,000 students attend classes at University of Nevada, Las Vegas's (UNLV) 335-acre campus. Most students are Nevada residents, however, a lively mixture of international and out-of-state students add to the cosmopolitan quality of the campus.

UNLV is fully accredited by the Northwest Commission on Colleges and Universities, and many academic programs have received further accreditation from independent national accrediting bodies. The School of Nursing (SON) is approved by the [Nevada State Board of Nursing](#) and accredited by the [Commission on Collegiate Nursing Education](#) (CCNE).

RESOURCES ON CAMPUS

Library: The Lied Library has 2,500 study spaces, more than half of them with full network connections; an Information Commons with microcomputer workstations; a Graduate Student Commons with study spaces and meeting facilities; and a media distribution system and retrieval system capable of storing 1.2 million volumes.

The Lied Library includes a Special Collections section that provides unique materials relating to Las Vegas and southern Nevada history. It also houses the Gaming Research Collection, and the Nevada Women's Archives.

The Library offers access to information resources and databases available in electronic format. The UNLV Libraries' online catalog links to other libraries as well as to various electronic journal indices, selected full-text items and the World Wide Web. Services also include individualized research consultations and traditional reference and information assistance; individualized and classroom instructional sessions on subject-related resources and technologies; and interlibrary loan and document delivery.

Book Stores: The University Bookstore is conveniently located next to the Student Union. [Rebel Books](#) is located on Maryland Parkway across from the University. Both bookstores carry the required textbooks for nursing classes. All required and recommended textbooks for the courses are available for purchase. Other merchandise available includes supplies required for courses, reference materials, emblematic souvenirs, insignia clothing, and a variety of sundry items. Both bookstores have extended hours of operation during the first week of the semester.

Webcampus (Canvas): Webcampus (Canvas) is utilized for most courses for distribution of course syllabi, announcements, and may also be used for distribution of course materials, assignments, individual and group

communications, group discussion, and other communication and educational activities. All students are expected to use Canvas and access it regularly.

Student Union: The Student Union's primary concern is to cooperate with university groups to promote and coordinate a full range of programs and events which add to the color and life of the campus environment. It also provides the various services, conveniences, and amenities the members of the university community need in their daily life on campus.

Serving as the central gathering place for the entire university community, the Student Union houses a cafeteria and delicatessens, coffee bar, game rooms, a spacious ballroom, lounges, meeting and program areas. Student government offices, the Consolidated Students of the University of Nevada (CSUN), are located on the third floor (SU 316).

CSUN: All undergraduate students enrolled for seven credit hours or more are automatically members of the Consolidated Students of the University of Nevada, Las Vegas (CSUN). Part-time students are eligible to be members upon payment of CSUN fees. The self-governing body is structured to promote the needs and viewpoints of all students through a representative government. CSUN operates under the full recognition of viewpoints of all students through a representative government. CSUN operates under the full recognition of the faculty and the University of Nevada, Board of Regents. Copies of the CSUN Constitution are available to members of the student body. Offices are located in the Student Union.

The Registrar's Office: This office is responsible for the processes of registration, withdrawals, and graduation. The staff handles student questions about their records and provides transcripts and enrollment certification documents. The Registrar's Office is located in the Student Services Complex (SSC-C). Their phone number is 702-895-3443. The website is <https://www.unlv.edu/registrar>

Career Services: The Career Services Center is designed to educate and assist students in all majors with the career planning and job search process. Services include resume writing, self-assessment resources, and videotaping equipment. Career Services is located in the Student Services Complex (SSC-A) on the 2nd floor (702-895-3495).

Academic Success Center: This Center assists students with understanding of course material in an effort to further retention and collegiate success. Assistance may be offered by peer to peer programs, by professionals, or by Academic Success Staff. This center also offers tutoring, success coaching, supplemental instruction, and workshops. The Academic Success Center Office is located in the Academic Success Center – Claude I Howard Building (ASC) directly across from the Student Services Complex (702-895-3177).

The Disability Resource Center: This center provides academic accommodations for students with documented disabilities who are otherwise qualified for university programs. To establish services, students will need to provide to the Center appropriate documentation of their disability, from a recognized professional. The center is located in the Student Services Complex (SSC-A), Room 143 (702-895-0866).

The Writing Center: Undergraduate students may access this free service to assist in any part of any writing project. The center is staffed by the English Department and is located in the Central Desert Complex (CDC Building 3). Students must call (702) 895-3908 for an appointment.

Student Counseling: Student Counseling and Psychological Services (CAPS) offers free professional counseling in the areas of personal, social and emotional concerns. Couples counseling, career development, drug and alcohol use assessment and group counseling are also offered. These services are provided to all currently enrolled students by clinical and counseling psychologists and are located on the first floor of the Student Recreation and Wellness Center (RWC) (702-895-3627).

Student Health Center: The Student Health Center (SHC) offers services to registered and enrolled UNLV students. The Center staff includes nurse practitioners, physicians, registered nurses and support personnel to provide essential health services. Services offered include health information and advice, treatment for minor illness and first aid, early detection and referral of chronic illnesses, pregnancy testing and contraception, sexually transmitted disease screening and treatment, and evaluation of substance abuse. To obtain a full list of services call (702) 895-0630 or visit the SHC located in the Student Recreation and Wellness Center (SRWC).

In accordance with state law, all admitted students must prove immunity to tetanus, diphtheria, measles, mumps, rubella, meningococcal, and others that may be specified by the State Board of Health, prior to being permitted to register for classes. In addition, nursing students are required to demonstrate proof of Hepatitis B vaccinations, Varicella vaccination, and annual tuberculosis testing. All newly admitted students are required to complete the Admission Health Report Form prior to registration for classes. For further information contact the Student Health Center at (702) 895-0630.

Student Health Insurance: Students are required to carry Health Insurance while in the Nursing Program. Please visit the Nevada Health Insurance Exchange to review the various policies and decide what would work best for your situation.

Financial Aid and Scholarships: More detailed information is provided in Chapter 5.

Student Recreation: The Student Recreation and Wellness Center (SRWC) offers programs and services that address every aspect of overall health and wellness. The SRWC houses some of the latest recreation and fitness equipment and facilities, as well as a full schedule of classes and programs. Classes and programs include indoor cycling, yoga, pilates, kickboxing, and more.

UNLV/CSUN Preschool: Preschool is available for children 6 weeks through 5 years of age. Information related to hours of operation and qualifications for enrollment are available by calling (702) 895-3779.

Veteran Services: The Veterans Administration recognizes UNLV as a fully accredited institution of higher learning where qualified veterans, service persons, certain wives, widows and children may pursue their educational goals under the various chapters of the Veterans' regulations (G.I. Bill, etc.).

The Veteran Services office functions primarily for certification of enrollment status to the Veterans Administration. In addition, the office attempts to help veterans with questions about eligibility,

specific problems and education benefits. The office is located in the Student Services Complex (SSC-A), Room 311 (702-895-2290).

Housing Services: Dormitories provide on-campus housing for enrolled single students, or those living away from spouse/or children. (See Catalog for Freshman On-Campus Housing Regulations). The Office of Campus Housing is responsible for the development of a comprehensive housing and food service program. Applications for a residence hall may be acquired by writing to Campus Housing through the UNLV web site or by calling (702) 359-0300. Applications are processed as they are received.

Food Services: The Hazel M. Wilson Dining Commons serves dormitory residents and other university students. Students living off campus may purchase a meal card or may pay in cash for each meal in the Dining Commons.

Student Nurses' Association: All students enrolled in the nursing program are eligible for membership in the Student Nurses' Association. Through this organization, students have representatives on nursing faculty committees. The group plans social events for the students, participates in community activities and provides guidance to students. A message phone is available (702-895-1214).

Sigma Theta Tau: The ZETA KAPPA chapter of SIGMA THETA TAU, the International Honor Society of Nursing, was chartered at the University of Nevada in 1981. The purpose of Sigma Theta Tau is to recognize the achievement of scholarship of superior quality, to recognize the development of leadership qualities, to foster high professional standards, to encourage creative work and to strengthen commitment on the part of individuals to the ideals and purposes of the profession of nursing. Each year an invitation to membership is extended to selected students (no more than thirty-five percent of the class) in the undergraduate program who demonstrate the qualities identified as hallmarks of Sigma Theta Tau members.

Phi Kappa Phi: The National Honor Society admits scholars from all academic disciplines. Chapter 100 on the UNLV campus was founded in 1967. Each year the Chapter invites as new members those juniors and seniors in the top five percent and ten percent respectively of their class to join the Society.

School of Nursing Alumni Association: This group formed in 1992 and is made up of graduates of the former associate degree program, the baccalaureate program and graduate programs. The group works for the betterment of the School and provides scholarships.

UNLV Rebel Nurse Mentoring Program: The UNLV Rebel Nurse Mentoring Program (RNMP) connects current nursing students with alumni by matching them with a professional in their area of interest who can offer advice and information about career options or other issues relevant to nursing. The program is open to all alumni and current Level 4 students of the School of Nursing, as well as UNLV Alumni working in nursing-related fields. The application period opens each semester with student/alumni matching taking place soon thereafter.

GENERAL REGULATIONS AND REQUIREMENTS OF THE UNIVERSITY

Students are responsible for knowing and observing the Rules and Disciplinary Procedures for Members of the University Community (NSHE Code, Chapter 6). This code outlines the responsibilities of students, as well as the rules, sanctions and hearing procedures in effect on the campus. Any conflict between this code and the SON Handbook shall be interpreted in favor of the code. Printed copies of the code are available in the Office of the Registrar.

Use of Automobiles: University parking and traffic regulations govern all vehicles operated on campus, and violators are subject to a fine. The regulations are enforceable in the civil courts, as well as through the internal processes of the university. Each student must complete an automobile registration card and obtain a parking permit during registration. Students should obtain a copy of the regulations booklet at that time. Stickers and information can be obtained from the University Parking Services Office at times other than the registration period as well.

Alcoholic Beverages: Neither the storage, possession nor use of alcoholic beverages is allowed on the university campus or other university property unless prior approval has been obtained in writing from the University President. The President will only grant this authorization upon being satisfied that proper supervision is provided in the dispensing of alcoholic beverages.

Change of Address: Any change of address should be reported immediately in [MyUNLV](#) and to the SON. Any correspondence from the university mailed to the last address provided by the student to UNLV will discharge all university responsibility for notification.

Use of University Facilities: University facilities including campus grounds are provided primarily for the support of the regular educational functions of the university and the activities necessary for the support of these functions. The university's functions take precedence over any other activities in the use of university facilities.

Freedom to speak and to hear will be maintained for students, faculty and staff, and university policies procedures will be used to provide a full and frank exchange of ideas.

An invitation to speak at the university does not imply that the university endorses the philosophy or ideas presented by the speaker.

Fund Raising: Any fundraising efforts by student organizations off campus must be cleared by the the Dean of the SON, Associate Dean for Administration, Outreach, and Engagement, and the Associate Dean for Undergraduate Affairs for the SON. University facilities may not be used for the purpose of raising monies to aid projects not related to some authorized activity of the university groups, and no efforts at conversion and solicitation by uninvited non-campus groups or individuals will be permitted on campus.

Civility: The UNLV SON defines civility by respecting others and honoring differences to provide a safe and supportive learning and work environment. Civility encompasses behaviors expected by the profession of nursing, which includes students, faculty, and staff members.

Cheating, Plagiarism and Academic Dishonesty: UNLV is dedicated to learning by all members of its community. In responding to this dedication, the university demands a high level of scholarly behavior and academic honesty on the part of students, faculty, staff and administrators. No form of academic dishonesty is acceptable. While maintenance of an atmosphere of academic integrity is the responsibility of all, the faculty is principally responsible for enforcement of these principles.

Academic dishonesty includes any act that violates the academic processes of the university. These acts include, but are not limited to, cheating on an examination, stealing examination questions, substituting one person for another at an examination, violating the procedures of a national or state examination, falsifying data, destroying or tampering with or stealing a computer program or file, and plagiarizing (using as one's own ideas or writings of another).

If an instructor suspects that a student has committed academic dishonesty, the student may be assigned a failing grade for the corresponding segment of the course pending a hearing process conducted through the Office of Student Conduct. The instructor may also assign a failing grade for the entire course. In all cases, the instructor is responsible for recording the circumstances and for giving the student an opportunity to reply. Appeals go to the Dean of the college offering the course, the Faculty Senate Academic Standards Committee, and the Provost. If any member of the university community is deemed guilty of academic dishonesty, any other member may bring action under the Rules of Disciplinary Procedures for Members of the University Community.

Student Records: The University of Nevada complies with the Family Educational Rights and Privacy Act (FERPA) of 1974 concerning the privacy of educational records and rights of students to inspect and review those records.

Equal Opportunity: UNLV is committed to and will provide equality of educational and employment opportunity for all persons regardless of race, sex, age, color, national origin, ethnicity, creed, religion, disability, sexual orientation, gender, marital status, pregnancy, veteran status, or political affiliation – except where sex, age, or ability represent bona fide educational or employment qualifications or where marital or veteran status are statutorily defined eligibility criteria for federal or state benefit programs. Inquiries concerning compliance with federal or state laws prohibiting such discrimination should be directed to the Office of Diversity Initiatives, Flora Dungan Humanities Building (702-895-5580).

UNLV is dedicated to the equality of educational opportunity and the creation and maintenance of a campus environment free of barriers that discriminate against individuals with disabilities. Equality in access is achieved through reasonable classroom accommodations and reasonable adaptation of examination and evaluation procedures. In the same vein, becoming a nurse requires the completion of a professional education program that is both intellectually and physically challenging. The candidate should be able to perform in a reasonably independent manner. Reasonable accommodation does not mean that students with disabilities will be exempt from certain tasks.

CHAPTER II

SCHOOL OF NURSING VISION, MISSION, & PHILOSOPHY

VISION & MISSION

Vision Statement:

Nurse Leaders Begin Here. The overarching goal of the SON is to help shape the future of nursing education, research, and practice. To that end, the faculty have adopted “Nurse Leaders Begin Here” as the school’s slogan.

Mission Statement:

The mission of the SON is to educate nurses at the undergraduate and graduate levels to meet health care needs in Nevada and beyond. The SON promotes, improves, and sustains human health through evidence-based education and advances in research and practice.

BSN PHILOSOPHY & CORE CONCEPTS

BSN Philosophy:

We value the needs of learners, health care consumers, and stakeholders in the development and revision of programs and initiatives.

The program fosters interprofessional practice and professional development in response to the changing health care needs of the community.

The primary responsibility for acquiring nursing knowledge, skills, and attitudes belongs with the learner. The teacher acts as a facilitator and resource by creating, organizing and maintaining a supportive learning environment.

BSN Meta Concept – based on the AACN’s Essentials of Baccalaureate Education for Professional Nursing Practice (2008):

Generalist nursing practice: the baccalaureate-graduate nurse is prepared to practice with patients, including individuals, families, groups, communities and populations across the lifespan and across the continuum of health care environments. In addition, the baccalaureate graduate understands and respects the variations of care, the increased complexity, and the increased use of health care resources inherent in caring for patients.

UNLV School of Nursing BSN Core Concepts and Program Outcomes – based on the AACN’s Essentials of Baccalaureate Education for Professional Nursing Practice (2008):

Information Management & Patient Care Technologies

Use emerging patient care technologies and information systems to support safe and effective nursing practice.

Basic Organizational & Systems Leadership

Integrate leadership concepts, skills, and decision making in the provision of high quality nursing care delivery in a variety of settings.

Health Care Policy, Finance & Regulatory Environments

Apply knowledge of healthcare policy, finance and regulatory environments, including local, state, national and global healthcare trends in nursing practice.

Professionalism & Professional Values

Integrate professional values, attitudes, knowledge, and behaviors into nursing practice.

Evidence Based Practice

Demonstrate sound clinical judgment, based on the current paradigm of evidence-based practice, in the planning, provision, and evaluation of patient care at the individual, group, and community levels.

Communication

Demonstrate effective inter- and intra-professional communication and collaboration for improving patient outcomes.

Safety

Apply principles that enhance safety for patients and health care providers through both individual performance and system effectiveness.

Clinical Prevention & Population Health

Use clinical prevention strategies to promote health and prevent disease across the life span at the individual and population levels.

Quality and Safety Education in Nursing (OSEN) Competencies (2007):

Prepare future nurses with the knowledge, skills and attitudes (KSAs) necessary to continuously improve the quality and safety of the healthcare system.

1. Patient-centered care
2. Teamwork and collaboration
3. Evidenced-based practice
4. Quality improvement
5. Informatics
6. Safety

BSN PROGRAM OUTCOMES WITH QSEN COMPETENCIES

PROGRAM OUTCOMES	QSEN Competencies
1. Use emerging patient care technologies and information systems to support safe and effective nursing practice.	Evidenced Based Practice Informatics Safety
2. Integrate leadership concepts, skills and decision making in the provision of high quality nursing care delivery in a variety of settings.	Quality Improvement Safety Teamwork and Collaboration
3. Apply knowledge of healthcare policy, finance and regulatory environments, including local, state, national and global healthcare trends in nursing practice.	Patient Centered Care Safety
4. Integrate principles related to bioethics and professional values, attitudes, knowledge, and behaviors into nursing practice.	Patient Centered Care Teamwork and Collaboration
5. Demonstrate sound clinical judgment in the planning, provision, and evaluation of evidence-based nursing care at the individual, group, and community levels.	Evidenced-Based Practice Patient Centered Care
6. Demonstrate effective inter- and intra-professional communication and collaboration for improving patient outcomes.	Patient Centered Care Quality Improvement Safety
7. Apply principles that enhance safety for patients and health care providers through both individual performance and system effectiveness.	Patient Centered Care Quality Improvement Safety
8. Use clinical prevention strategies to promote health and prevent disease across the life span at the individual and population levels.	Evidenced-Based Practice Patient Centered Care

NURSING STANDARDS

The American Nurses Association has defined standards and codes by which all nurses' practice. As a professional program it is expected that students will demonstrate behaviors that reflect the defined standards of nursing throughout their academic experience.

American Nurses Association Standards of Nursing Practice:

1. The collection of data about the health status of the client/patient is systematic and continuous. These data are accessible, communicated, and recorded.
2. Nursing diagnoses are derived from health status data.
3. The plan of nursing care includes goals derived from the nursing diagnoses.
4. The plan of nursing care includes priorities and the prescribed nursing approaches or measures to achieve the goals derived from the nursing diagnosis.
5. Nursing actions provide for client/patient participation in health promotion, maintenance and restoration.
6. Nursing actions assist the client/patient to maximize his health capabilities.
7. The client's/patient's progress or lack of progress toward goal achievement is determined by the client/patient and the nurses.
8. The client's/patient's progress or lack of progress toward goal achievement directs reassessment, reordering of priorities, new goal setting and revision of the plan of nursing care.

American Nurses Association Code of Ethics:

The undergraduate program adheres to the Code of Ethics for Nurses as published by the American Nurses Association (2015).

1. The nurse practices with compassion and respect for the inherent dignity, worth, and unique attributes of every person.
2. The nurse's primary commitment is to the patient, whether an individual, family, group, community, or population.
3. The nurse promotes, advocates for, and protects the rights, health, and safety of the patient.
4. The nurse has authority, accountability, and responsibility for nursing practice; makes decisions; and takes action consistent with the obligation to promote health and to provide optimal care.
5. The nurse owes the same duties to self as to others, including the responsibility to promote health and safety, preserve wholeness of character and integrity, maintain competence, and continue personal and professional growth.
6. The nurse, through individual and collective effort, establishes, maintains, and improves the ethical environment of the work setting and conditions of employment that are conducive to safe, quality health care.
7. The nurse, in all roles and settings, advances the profession through research and scholarly inquiry, professional standards development, and the generation of both nursing and health policy.
8. The nurse collaborates with other health professionals and the public to protect human rights, promote health diplomacy, and reduce health disparities.
9. The profession of nursing, collectively through its professional organizations, must articulate nursing values, maintain integrity of the profession, and integrate principles of social justice into nursing and health policy.

SEQUENCE FOR NURSING COURSES

First Semester:		Credits
NURS 305:	Patient Centered Care: Basic Principles	6
NURS 306:	Foundations in Pharmacology	3
NURS 307:	Health Assessment of Diverse Populations	3
NURS 329:	Physical Assessment Skills	1
NURS 342:	Fundamentals of Nursing Lab	1
		Total 14

Second Semester:		
NURS 313R:	Nursing Care of Adult Medical-Surgical Patient	7
NURS 320:	Pharmacology and Pathophysiology Across the Lifespan	3
NURS 325:	Professional Communication in Diverse Health Care Settings	2
NURS 350:	Population-Focused Nursing in the Community	4
		Total 16

Third Semester:		
NURS 401:	Nursing Care of Older Adults	5
NURS 405:	Nursing Care of Women and Childbearing Families	3
NURS 406:	Nursing Care of Childrearing Families	4
NURS 420:	Evidence-Based Practice and Research in Nursing	3
		Total 15

Fourth Semester:		
NURS 419:	Care of Individuals and Their Family Experiencing Emotional Or Mental Health Disruptions	4
NURS 425:	Managing Complex Nursing Care in Diverse Populations	7
NURS 427:	Nursing Leadership & Transition into Practice	4
		Total 15

The total program is 122 credits. Of that total, 60 credits are in nursing and 62 credits are outside of the SON. Of the 60 credits in nursing, 20.5 are allotted to clinical practice. For each clinical practice credit, the student will be in the clinical area for a total of 45 hours per semester. Thus for a 3 credit clinical experience, the student will devote 135 hours per semester. For a 4 credit clinical class, the student will devote 180 hours per semester.

CATALOG DESCRIPTIONS FOR REQUIRED NURSING COURSES

NURS 305

Patient Centered Care: Basic Principles

Introduction to nursing practice emphasizing application of the nursing process, critical thinking, psychomotor skills, communication skills, and documentation. Provides content on selected common disorders. Explores historical and theoretical perspectives of nursing as a profession, with introduction of ethical-legal decision-making. Emphasizes need for evidence-based practice and use of informatics in nursing. Theory = 4 credits, clinical = 2 credits. **Corequisite: NURS 342 Prerequisites: NURS 299 and program contract.** 6 credits.

NURS 306

Foundations in Pharmacology

Introduces the student to basic pharmacokinetics, pharmacodynamics, pharmacoeconomics, and the relationship between pathophysiology and pharmacologic management. Emphasis on introductory principles and nursing management of drug therapy related to NURS 305.

Theory = 3 credits. **Prerequisites: NURS 299 and program contract.** 3 credits.

NURS 307

Health Assessment of Diverse Populations

Acquisition of skills to perform a holistic patient assessment - including sociocultural, spiritual, family, and complete physical assessment. Normal assessment findings emphasized; however, health risk factors and common abnormalities discussed. Theory = 3 credits. **Corequisite: NURS 329**

Prerequisites: NURS 299 and program contract. 3 credits.

NURS 313R

Nursing Care of the Adult Medical-Surgical Patient

Focus on development of professional, patient-centered care for acutely ill patients. Emphasis is placed on applying sound clinical judgment in the planning, provision, and evaluation of evidence-based nursing care. Clinical experience will occur in acute settings with acutely ill adults. Theory = 4 credits, clinical = 3 credits. **Prerequisites: NURS 305, 306, 307, 329, 342.** 7 credits.

NURS 320

Pharmacology and Pathophysiology Across the Lifespan

Examines the pathologies from selected body systems across the lifespan. Pharmacology appropriate to the pathologies will be studied. Content will expand upon knowledge learned from NURS 306. Theory = 2 credits. **Prerequisites: NURS 305, 306, 307, 329, 342.** 3 credits.

NURS 325

Professional Communication in Diverse Health Care Settings

Explores issues related to professional communication within diverse health care settings. Considers innovative and evidence-based strategies that enhance communication and relationship building skills for nurses. Develops abilities to effectively communicate with patients and other health care professionals. Theory = 2 credits. **Prerequisites: NURS 305, 306, 307, 329, 342.** 2 credits.

NURS 329

Physical Assessment Skills

Acquisition of skills (inspection, palpation, percussion, and auscultation) needed to perform a comprehensive physical assessment. Interviewing techniques and documentation skills will be developed. Normal assessment findings emphasized; however, health risk factors and common abnormalities discussed. **Corequisite: NURS 307.** 1 credit.

NURS 342

Fundamentals of Nursing Lab

Learner directed skills course where students come prepared to practice and perform designated nursing skills in a safe environment. Students apply collaboration, critical thinking, problem solving, peer and self-evaluation, and documentation as they practice the designated nursing skills.

Corequisite: NURS 305. 1 credit.

NURS 350

Population-Focused Nursing in the Community

Concepts of population-focused health care used to promote health across diverse groups of persons defined by socio-demographic and geographic boundaries. Content is focused on partnering with communities to assess health data within a community health model of care. Clinical experience occurs in laboratory and community settings with culturally diverse populations. Theory = 2 credits, clinical = 2 credits. **Prerequisites: NURS 305, 306, 307, 329, 342.** 4 credits.

NURS 401

Nursing Care of Older Adults

Apply theories, concepts, and evidence-based practices in care for older adults. Recognize personal and societal attitudes regarding aging and their impact on delivery and quality of health care and the impact of age-related changes and morbidity on illness, treatment, and rehabilitation. Clinical experiences in health care and community settings. Theory = 3 credits, clinical = 3 credits.

Prerequisites: NURS 313R, 320, 325, 350. 5 credits.

NURS 405

Nursing Care of Women & Childbearing Families

The examination and application of the theories of maternal-child centered nursing care from pregnancy to labor and delivery, postpartum and newborn nursery. Emphasis is on acute care and health promotion in the maternal-child clinical setting. Clinical experience will be primarily in the acute care inpatient setting. Theory = 1.5 credits, clinical = 1.5 credits. **Prerequisites: NURS 313R, 320, 325, 350.** 3 credits.

NURS 406

Nursing Care of Childbearing Families

This course focuses on the examination and application of the theories of family centered nursing care from infancy through adolescence. Emphasis is on health promotion. Clinical experience will be primarily in the acute care inpatient setting and community. Theory = 2 credits, clinical = 2 credits.

Prerequisites: NURS 313R, 320, 325, 350. 4 credits.

NURS 419

Care of Individuals and Their Family Experiencing Emotional or Mental Health Disruptions

Implement holistic, patient centered care based on an understanding of human growth and development, pathophysiology, behavioral health regimens, pharmacology, communication skills and nursing interventions with children, adolescents and adults experiencing major emotional or mental health disruptions. Theory = 2 credits, clinical = 2 credits. **Prerequisites: NURS 401, 405, 406, 420.** 4 credits.

NURS 420

Evidence-Based Practice and Research in Nursing

Evidence-based Practice and Research is the study of the foundations upon which scientific investigations of health are based. Emphasis is on evidence-based practice, including research methodologies, processes and critical appraisal of the health care literature. This course is online and/or a combination of online and traditional in-person classroom formats. Theory = 3 credits.

Prerequisites: Undergraduate statistics, NURS 313R, 320, 325, 350. 3 credits.

NURS 425

Managing Complex Nursing Care in Diverse Populations

This course focuses on the provision of professional nursing care to patients with complex health problems. Emphasis is placed on use of the nursing process with individuals and families in primary, secondary and/or tertiary settings. Theory = 3 credits, clinical = 4 credits. **Prerequisites: NURS 401, 405, 406, 420.** 7 credits.

NURS 427

Nursing Leadership and the Transition into Practice

Apply leadership concepts, skills, and decision making in implementing high quality nursing care, healthcare team coordination, and the oversight and accountability for care delivery in a variety of settings. Explore the pathway to licensure, job preparation and succeeding in practice settings. Theory = 3 credits, clinical = 1 credit. **Corequisite: NURS 425 Prerequisites: NURS 401, 405, 406, 420.** 4 credits.

CHAPTER III

GETTING STARTED IN THE NURSING PROGRAM

Admission to the School of Nursing: Students are admitted into the nursing program three times a year. Students follow the admission process as delineated in the UNLV Undergraduate Catalog. See the [UNLV Nursing website](#) for a complete description of the admission process and criteria for admission. After all criteria have been met, the student formally applies for admission. Students may apply for and be accepted into the nursing program only twice. Once students have begun the nursing program, they may not reapply as a new student if they are unsuccessful in, or withdraw from, their nursing courses. An applicant who is a non-native English speaker must provide proof of English language proficiency. Admission will be considered only if the student scores a 100 or above on the TOEFL iBT (Internet) language proficiency exam or 68 on the Pearson Test of English (PTE Academic).

Other admission requirements:

1. You must complete your HESI Exam **before** you attend your BSN signing session.
2. Students can only apply to the BSN program **four (4) times**. If you have applied to the BSN program prior to Fall 2016, you may still apply two more times. Application in Fall 2016 will count as your first attempt.
3. Students who score below **88 points** on the Admissions Calculation Worksheet will not be considered a viable candidate for the BSN Program. If you attend a BSN signing session and have below 88 on the calculation worksheet, this will count as an attempt against you.

Transfer from UNLV Nursing Program: Students who transfer from UNLV to another nursing program are frequently asked by the institution to which they are transferring to supply a letter of good standing. The request to write this letter must be in writing and signed by the student and given to the Associate Dean for Undergraduate Affairs a minimum of two weeks before the letter is needed.

Contract Signing: New incoming students are required to attend a contract signing. The purpose of this signing session is for students to complete forms and contracts related to plans of study, the Clinical Simulation Center of Las Vegas (CSCLV), the Board of Regents, and various clinical facilities. Each contract focuses on requirements of the respective programs/facilities. Contracts signed during this session may be legally binding and will indicate so in the contract.

BSN Student Orientation: New incoming students are required to attend BSN Student Orientation.

Registration Information: Registration for courses may be completed through [MyUNLV](#). Information for using the MyUNLV system is emailed to the student upon acceptance to UNLV. All course information in MyUNLV is the most up to date available. Students enrolling in classes which include clinical course work are assigned to clinical sections. Please check the SON Bulletin Boards to determine which section of the classes you have been assigned. Clinical assignments will be posted as soon as grades from the previous semester have been received from the Office of the Registrar. Important course and clinical information is also communicated through WebCampus

Unit of Credit: The unit of credit is the semester hour. A semester hour is defined as one fifty-minute lecture per week for 15 weeks. Three hours of laboratory/clinical work a week carries the same credit as one lecture hour.

Dropping Classes: Students may drop a course without a grade being recorded until the end of the drop period published in the schedule of classes or the date designated as the SON drop date. At the end of the drop period, the university does not allow additional drops even with instructor approval. A student who has officially dropped a class and who is no longer registered for credit or an audit is ineligible for further attendance in that class.

If the student is failing a Nursing class at the time of withdrawal, from a specific class or from all classes, the School of Nursing considers the class as A NON-SUCCESSFUL COMPLETION for progression in the program.

Total Withdrawal: Students wishing to withdraw from all their courses should make an appointment to meet with the Associate Dean for Undergraduate Affairs, the BSN Program Director, and/or the SON Student Services Director to discuss any issues leading to this decision prior to withdrawal.

University Probation: A student will be placed on university probation if the cumulative GPA falls below 2.00. Students cannot enroll in nursing classes while on university probation, however, they may take university courses. Probation will be lifted when the GPA balance reaches 2.00.

University Suspension: If the grade point balance of a student already warned by probation falls to - 15 or below, the university will suspend the student for a minimum of one calendar year. A suspended student will not be allowed to take any UNLV credit courses. University suspension automatically suspends the student from the program and college in which he or she is enrolled. An email sent to the student's official UNLV (Rebel) email address will discharge all university responsibility for notification.

Academic Distinction: Undergraduate students are eligible for the Dean's Honor List if (1) at least 14 credits have been completed during the semester, (2) the semester grade point average is 3.50 or higher, and (3) at least 12 credits earned must have been graded on the A,B,C,D, and F scale.

Grade point average (GPA) is obtained by dividing the total number of points earned by the total number of semester credit hours attempted, excluding non-credit courses and courses in which the marks of "S", "I", "X", and "AD" are recorded. (See University Grading Scale and Symbols.)

Incomplete Grade: An incomplete grade can be granted when a student has satisfactorily completed at least three-fourths of the semester but for reason(s) beyond the student's control, and acceptable to the instructor, cannot complete the last part of the course; and the instructor believes that the student can finish the course without repeating it. A student who receives an "I" is responsible for making up whatever work was lacking at the end of the semester. Students cannot enroll in other nursing classes if they have an incomplete in a course which is designated as a prerequisite to that course. If course requirements are not completed within the time indicated, a grade of "F" will be recorded and the Grade Point Average will be re-computed accordingly. Students who are making up an incomplete do not re-register for the course, but make individual arrangements with the instructor who assigned the "I".

The student and instructor must complete the form “Contract for Completion of Incomplete” and distribute a copy to the student, the instructor, and the student’s file. The form specifies requirements to be completed and date of required completion.

Once the specified requirements are completed, it is the instructor’s responsibility to fill out the Incomplete Removal Form and file the form with the Office of the Registrar.

University Grading Scale and Symbols: Within the university system an instructor has the right to provide final grades utilizing either a 4-point scale (A through F) or a plus and minus system.

E*Value: All students will be assigned an E*Value account while in nursing school. E*Value is used by the SON as a means of communicating with students, including clinical mid-term and final evaluations, incident reports, student behavioral contracts, and logging of clinical hours.

CHAPTER IV

POLICIES SPECIFIC TO THE SCHOOL OF NURSING

STUDENTS' RIGHTS

Student Conduct Code, Section 2:

The University is an academic community in which all persons share responsibility for its quality and well-being. As members of the University community, students can reasonably expect all the guarantees and protections afforded students of public institutions, including:

- a. The right to fair and equitable process in all matters concerning the Code.
- b. The right to exercise their freedoms without fear of University interference.
- c. The right to be free from discrimination on the basis of race, ethnicity, gender, age, religion, creed, national origin, disability, or sexual orientation/identity.
- d. The right to engage in inquiry and discussion, to exchange thought and opinion, and to speak, write, and print freely on any subject in accordance with the guarantees of federal and state laws.
- e. The right to engage in peaceful and orderly speech, protest, demonstration, and picketing within the public forum to the extent such activities do not disrupt the academic and/or administrative functions of the University. The University reserves the right, in accordance with federal and state law, to approve the time, place and manner of such activities.
- f. The opportunity to participate in the formulation of policy directly affecting students through membership on appropriate committees as determined by the President of the University, the student government and other recognized groups within the University.
- g. The right to ready access to established University policies and procedures.
- h. The right to be free from unreasonable search and seizure.

Confidentiality:

Knowledge of the many facets of a student's experience, i.e. social, political, values, etc., gained through frequent interactions, is considered confidential. References are written and records are available for employers or other interested persons only if written permission is provided by the student.

Permanent records are locked. Transcripts do not contain any information that is disciplinary or personal, only academic performance. Written knowledge of student's political or social beliefs are not included in any student records. Students may examine the contents of their records by making an appointment to do so. A member of the staff will remain with the individual while the records are reviewed, a note will be made in the file indicating that the student has reviewed the record.

ABILITIES AND TASKS REQUIRED FOR NURSING PROGRAM

Required Academic Abilities for Nursing Program and Practice: UNLV is dedicated to the equality of educational opportunity and the creation and maintenance of a campus environment free of barriers that discriminate against individuals with disabilities. Equality of access is achieved through

reasonable classroom accommodations and reasonable adaptation of examination and evaluation procedures.

Becoming a nurse requires the completion of a professional education program that is both intellectually and physically challenging. A student interested in enrolling in the nursing program should be able to fully perform the essential functions in each of the following five categories: observation, communication, motor, intellectual, behavioral and social.

1. **Observation:** The applicant must be able to observe demonstrations of physical and psychosocial nursing interventions, and must be able to accurately observe a patient for the purpose of assessment, intervention, and evaluation. Observation, assessment, and evaluation requires the use of judgment as well as the functional use of the senses of vision and hearing, as well as other sensory modalities such as smell and touch.
2. **Communication:** An applicant must be able to effectively and efficiently speak, understand, and write the English language at a level consistent with successful course completion. The applicant must be able to communicate effectively and sensitively with patients and members of the health care team. Communication skills are used to gather assessment data, patient teaching, and provision of emotional support for patients and their families.
3. **Motor:** Applicants must have sufficient motor function to elicit information from patients by palpation, auscultation, percussion, and other diagnostic/evaluative procedures. Applicants should be able to execute reasonable motor movements required to provide general or emergency treatment of patients. Such actions require moderate motor strength, coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision.
4. **Intellectual:** The applicant must be able to measure, calculate, reason, analyze and evaluate, synthesize and apply complex information. Students must be fully alert and attentive at all times in the clinical setting.
5. **Behavioral/Social:** Applicants must possess the emotional health required for full use of intellectual abilities, the exercise of good judgment, prompt completion of all responsibilities attendant to the assessment, intervention and evaluation of patients, and the development of mature, sensitive, and effective relationships with patients and co-workers. Applicants must be able to tolerate physically-taxing workloads and to function effectively under stressful conditions, and adapt to changing environments, display flexibility, and learn to function in the face of uncertainties inherent in the clinical care of many patients. Compassion, integrity concern for other, interpersonal skills interest, and motivation are all qualities which applicant should possess.

Students in the health professions are held to standards of conduct that may exceed those typically expected of university students. Adherence to the standards of acceptable conduct as outlined in the [American Nurses Association Code of Ethics](#) and the [Nurse Practice Act of Nevada \(NRS 632\)](#) is required.

Computer and Email Accounts:

Students are expected to have basic computer skills when entering the nursing program and to use Rebelmail accounts for electronic communication with the University and the SON. Please review the SON policy S-8 at: <https://www.unlv.edu/nursing/student-resources/policies>

ACADEMIC INTEGRITY AND HONESTY

Academic Integrity and Honesty:

Please review SON policy S-2 at: <https://www.unlv.edu/nursing/student-resources/policies>

The SON fully embraces the University policy of accepting no form of academic dishonesty. In accordance with this, the School has adopted a “zero tolerance policy” for any acts of cheating, plagiarism, or other forms of academic dishonesty/misconduct. Under this policy, pending a hearing process, any student found to have committed an act that violates our academic standards of performance will automatically be given a grade of “F” for the course in which the act was discovered. Withdrawing from the class subsequent to the violation will not remove the F from the student’s transcript. An individual with a second violation of our academic standards will not be allowed to major or minor in any degree program in the SON.

All faculty, staff, and students are required to identify any known acts of academic dishonesty to the course instructor, BSN Program Director, and/or Associate Dean for Undergraduate Affairs. The disciplinary system described does not distinguish based on the type of act nor the type of assignment in which such act occurred. Any act that violates our academic standards, no matter how large or small, will receive the above stated disciplinary action. For this reason, it is critical that every student have a clear understanding of what is considered academic misconduct. The following section provides a listing of examples of academic dishonesty. Although this list is not all-inclusive, it provides additional guidance to students and identifies several major categories of academic misconduct. This list is attached and should be reviewed by all students. Any student who is not clear as to any aspect of our academic standards is responsible for discussing this with his/her professor prior to the completion of any assignment or examination.

Students are asked to read, sign, and date a copy of the Academic Honesty and Integrity Policy to ensure that they understand this policy. The student may be asked to sign during the Nursing Program Orientation or in individual classes per request of the instructor. Release of grades, materials, or exam may be withheld until a signed copy of the policy is received and available for filing in the student’s permanent records.

Letters of Reference: Students requesting letters of reference/recommendation must make the request in writing or have signed the release of information form of the agency requesting the information.

Please review the SON policy S-10 at: <https://www.unlv.edu/nursing/student-resources/policies>

ADVISORS AND MENTORING

Student Advisement and Consultation: Students are each assigned a faculty advisor following the Orientation to the Nursing Program. The student retains the Faculty Advisor for the duration of the

nursing program. Students are encouraged to meet with their advisor at least once per semester to discuss student progress. Faculty Advisors may also contact their assigned students at least once per semester. Consultation concerning progression in course activities is completed with the instructor of each course. The advising list is emailed to students and is located on the bulletin board outside the SON main offices on the 4th floor in BHS. Please review SON policy S-5 at:

<https://www.unlv.edu/nursing/student-resources/policies> The SON Student Services Director is available to assist students with financial, registration, placement, and personal issues. The [Nursing Student Success Facilitator](#) is available to assist students with course comprehension issues as well as a resource for study skill habits and testing tips.

ATTENDANCE AND CLASS POLICIES

Attendance in Classes and Clinical:

Please review the SON policy S-6 at: <https://www.unlv.edu/nursing/student-resources/policies>

Professional Behavior in Class and Clinical:

Please review the SON policy S-11 at: <https://www.unlv.edu/nursing/student-resources/policies>

Cancellation of Class: The SON reserves the right to cancel any elective course in which the enrollment is insufficient to warrant offering the course.

Employment During the Nursing Program:

Please review the SON policy S-9 at: <https://www.unlv.edu/nursing/student-resources/policies>

Social Media:

Please review the SON policy S-19 at: <https://www.unlv.edu/nursing/student-resources/policies>

CLINICAL POLICIES

Clinical Polices and Dress Code:

Please review the SON policy S-7 at: <https://www.unlv.edu/nursing/student-resources/policies>

Student Health, Background, and Safety Policies:

Please review the SON policy S-13 at: <https://www.unlv.edu/nursing/student-resources/policies>

Removal of Student from Clinical Experience: Faculty members reserve the right to alter the clinical experiences of any student to maintain patient comfort and safety, as well as to provide clinical experiences to enhance student learning. Please review the SON policy S-4 at:

<https://www.unlv.edu/nursing/student-resources/policies>

Demonstration of Clinical Skills for Students Returning to the Program, or Transfer Students:

Students who have not had continuous enrollment in UNLV's nursing program, or are transferring

from another nursing program, will be asked to demonstrate level-appropriate proficiency in skills prior to readmission/admission to the program.

1. Students who have not been enrolled in a nursing program for 1-2 semesters must demonstrate: Successful completion of the skills proficiency demonstrations which test behaviors up to the semester level in which the student seeks readmission, and complete the math exam up to the semester level in which the student seeks readmission.
2. Students who have not been enrolled in a nursing program for 3 semesters must demonstrate: Cognitive proficiency on standardized examinations up to the requested reinstatement level. If the student does not pass the standardized examination after the first attempt, they must repeat the appropriate course. Additionally, the student will be required to have successful completion of the skills proficiency demonstrations, which test behaviors up to the semester level in which the student seeks readmission, and complete the math exam up to the semester level in which the student seeks readmission.
3. Students who have not been enrolled in a nursing program for 4 semesters: Will be required to retake and successfully complete all previous nursing coursework.

Transportation to Clinical Sites: Students must provide their own transportation to the various agencies for clinical experience. Please review the SON policy S-7 at: <https://www.unlv.edu/nursing/student-resources/policies>

EXAMINATIONS, EVALUATION, AND GRADING POLICY

Examinations During the Semester: It is expected that students take examinations on the date and at the time scheduled. It is the student's responsibility to notify the instructor prior to the exam time if she/he will not be able to take the exam as scheduled. Make-up exams will be at the discretion of the instructor. If a student misses an examination without prior approval by the instructor, a grade of "F" will be recorded for the examination. It is the instructor's responsibility to make known the tentative dates of examinations and method of final grade calculation at the beginning of the semester.

Final Examinations: Final examinations will be held at the end of the semester. The time will be scheduled by the faculty. The faculty must meet with their classes during final exam week at the scheduled time for the purpose of giving the final examination or evaluation of the course. If the course is a clinical course, the time may be used to do student clinical evaluations.

Review of Examinations: Students who wish to personally review examinations should make appointments with the instructor to do so within two weeks of the examination date. After that period of time, the instructor will not make adjustments in the exam grade due to miscalculations (consult individual class outlines for specific information).

Grading Policy for the School of Nursing: The Grading Scale for SON Courses is as follows: (Effective Fall, 2002)

A	93-100	B+	88-89	C+	78-79	D+	68-69
A-	90-92	B	83-87	C	75-77	D	63-67
		B-	80-82	C-	70-74	D-	60-62
						F	below 60

No faculty member is allowed to grant extra credit to any student in any NURS course, except for NURS 299.

Posting of Grades: Faculty most frequently will post grades on Canvas. Final grades are made available to students by the University. Grades are not given out by telephone. If grades are posted for a group of students, only a blind code number may be used. The individual student must not be identified by name or student identification number when grades are posted.

Grade Calculation - No Rounding up of Final Grade: The numerical value for the final course grade in nursing courses will not be carried out to two decimal places. The point value will not be increased to the next highest number for the final course grade. For example, 74.99 will not be rounded up to become 75.

Grade Recorded When a Student Does Not Pass the Clinical Portion of the Course: The clinical portion of the course is graded on a pass/fail basis. Because the clinical portion of the course is an integral portion of the course, if the student does not successfully complete the clinical portion of the course, a grade of “F” will be recorded for the course.

Average of 75% on Course Exams Required to Pass Nursing Courses:

A weighted average of at least 75% on course examinations and quizzes is required for the student to pass each nursing course. (The average is calculated after all exams and quizzes have been completed for the course; thus, it is the average of all exams and quizzes for the course). Calculation of the 75% will be based on exam/quiz weights as described in each course syllabus. If an average grade below 75% is achieved on the examinations/quizzes, the score received on the exams will be the grade recorded for the class. For example, if the student earns an average of 69% on the exams, the grade recorded will be D+. Students who achieve a score of 75% or above on the course exams will receive a grade which reflects all of the course evaluation data utilized to calculate the course grade as designated in the course syllabus.

Lateness of Assignments: Written work is expected to be turned in on the date indicated in the syllabus or course calendar. The determination of percentage points to be deducted per day will be made by the faculty responsible for teaching the course. It is the student’s responsibility to notify the faculty member if an emergency has occurred.

Math Computation Competency for Undergraduate Students: Students in the undergraduate program must demonstrate continuing and growing competency in medication calculation specific to various clinical areas.

Procedure for Math Competency Exams:

1. Competency of math calculation will be demonstrated in the theory courses that have a clinical component.
2. In those courses, students must achieve 100% on a math exam **as a requirement for administering medications in the clinical area. The maximum number of attempts is three.** The student fails the clinical component of the course if the student does not achieve 100% after three attempts.

3. The exam must be proctored. The testing may be done using the learning management system if proctored. The faculty member will identify the dates that the test will be available.
4. If the student does not achieve 100% on the designated math exam, remediation must occur prior to retaking the examination. The faculty member may designate how remediation will occur (e.g., practice exams, drill and practice on the computer). The student will be required to demonstrate to the faculty member that remediation has occurred (e.g., copies of practice exams, print-out of drill and practice data, etc.)

Standardized Testing: Undergraduate students participate in a standardized testing program throughout their curriculum. Selected standardized exams are required each semester and scores may be used as part of the final course grade. Selected tests are required each semester. Test reports indicate suggestions for remediation based on the student's score.

The use of standardized testing can further assist students in assessment of their personal strengths and weaknesses throughout the nursing program and contribute to their preparation for the NCLEX-RN. Numerous computerized tests prepared by non-faculty offer opportunity for students to further increase their test taking skills. Remediation activity as presented by the standardized testing program offers individualized assistance to strengthen students' knowledge in specific areas of nursing content. An improvement in NCLEX pass rates is expected as an overall outcome. The testing program offers data valuable for faculty in curriculum evaluation and for accreditation purposes.

Procedure for HESI Tests:

- I. Students take the exams at the designated point in the curriculum. Each test will be released for a specified time period.
- II. For the HESI exams:
 - A. Students will first take a form of the test (unmonitored practice exam) that includes rationales for answers and gives suggested areas of remediation;
 - B. After completing remediation, students may retake a similar exam (unmonitored practice) that does not have rationales; and
 - C. Students will then take a different version of the exam (proctored) that will count for a maximum of 25% of their course grade
 - D. For the RN Exit exam, the minimum passing score is 850. Students who fail to achieve this on the first try must undergo remediation. Time of completion of the HESI remediation must be coordinated between the student and the course instructor.
- III. Each student has access to individualized test reports at the completion of testing.
- IV. The course instructor will indicate on the course syllabus the percentage of the total grade allocated to the standardized test.

HESI Schedule:

Level I
Patient Centered Care: Basic Principles (N305)*
Level II
Pharmacology and Pathophysiology Across the Lifespan (N320)*
Nursing Care of Adult Medical-Surgical Patient (N313R)*
Level III
Nursing Care of Older Adults (N401)*
Nursing Care of Women and Childbearing Families (N405)*
Nursing Care of Childrearing Families (N406)*
Level IV
Care of Individuals and Their Family Experiencing Emotional Or Mental Health Disruptions (N419)*
Managing Complex Nursing Care in Diverse Populations (N425)*

* Exam that should be weighted between 10% and 25% towards the course grade and is included with the **75% rule**.

Program Progression, Withdrawal, Dismissal, And Reinstatement:

Please review the SON policy S-12 at: <https://www.unlv.edu/nursing/student-resources/policies>

PETITION, GRIEVANCE AND APPEAL DIRECTIVES

School of Nursing Student Grievance Process:

Please review the SON policy S-1 at: <https://www.unlv.edu/nursing/student-resources/policies>

CHAPTER V

UNDERGRADUATE FEES AND EXPENSES

Full and complete information on fees, refund policies, consequence of delinquent accounts and procedure for time payments is available in the university Undergraduate Catalog. Detailed current information regarding tuition and university fees can be found at the [Cashiering & Student Accounts](#) page. There is also a [Tuition Estimator](#) available. Nursing students need to utilize the 'Advanced Options' button to calculate the Differential Tuition into the Estimate. Further information specific to Nursing is available from the SON Student Services Director.

Financial Aid:

Financial aid specifically targeted to nursing students at UNLV is summarized below. Refer to the Undergraduate and Graduate Catalogs for more complete descriptions of financial aid programs and resources available to all students, including nursing students.

Applicants who wish to be considered for undergraduate scholarships, grants, fee waivers, federal loans, and the federal college work study program must complete a [FAFSA](#) (Free Application for Federal Student Aid). Students who are DACA, immigrant, and international students should go to the Financial Aid Website for further information at <https://www.unlv.edu/finaid/daca>. FAFSA applications are available each year beginning October 1. UNLV Financial Aid gives priority consideration to all those who have completed their FAFSA by November 1.

Financial Aid Specific to Undergraduate Nursing Majors: The following organizations or funds provide scholarships to students of nursing. Each has differing criteria. Most are based on scholarship, a few consider need. Most donors ask that the SON faculty select the students based on specific criteria. Some require applications be completed and the candidate for the award selected in collaboration with the donor. Additional information can be obtained from the SON Student Services Director. All students who have completed a FAFSA are automatically considered for all scholarships provided to and controlled by the SON. If there is an additional application or if the donor wishes to have information sent directly to them, students are advised of the opportunity via the listserv.

- Department of Nursing Alumni Association
- Devore Family Nursing Scholarship
- Edward and Shauna Smith Scholarship
- Harold L Boyer Nursing Scholarship
- Harry and Rebecca Lahr Foundation Scholarship
- Mary Lou Loveday
- Maria Tiberti Nursing Scholar

Marion Smith Health Profession Loan: Nursing students may borrow up to \$1,000 per Academic year (Fall, Spring, Summer). Applications and more information are available in the SON office in BHS 419 or call 702-895-3360.

CHAPTER VI

GRADUATION

UNIVERSITY PROCEDURES

Catalog of Graduation: A student may elect to graduate under the degree requirements as stated in the catalog in (1) the year of official matriculation, or (2) the year of graduation, or (3) the year in which the latest change of major is made.

Resident Credit: Resident credit means any course which is satisfactorily completed at UNLV. Correspondence study, credit by special examination, or enrollment in another institution within the University of Nevada System does not constitute an interruption of resident credit.

A candidate for the bachelor's degree must complete the last 30 semester credits in uninterrupted resident credit in the college from which the degree is expected.

Degree Completion: All course requirements must be completed by the last day of final examinations of the candidate's final semester. All grades, including those for make-up of incomplete or completion of "X" grades, and all transcripts of work attempted at other institutions must be on file in the Registrar's Office by the date that the final semester grades are due, as specified in the class schedule.

No degree, diploma or certificate may be granted to a candidate unless all system, general core, college and department requirements have been fulfilled. If awarded in error or upon fraudulent claims which are discovered later, the degree, diploma or certificate is immediately revoked.

Application for Graduation: Each undergraduate student should file an application for graduation on the MyUNLV system the semester in which they plan to graduate. Deadlines are March 1, July 1, and October 1. The Health Sciences Advising Center will process all graduation applications and contact the student regarding any issues.

At commencement, each senior graduating from the SON is eligible for graduation Honors. The minimum UNLV GPA for recognition changes each year, but is similar to:

Summa Cum Laude	=	4.0
Magna Cum Laude	=	3.8557
Cum Laude	=	3.6662

Transcript of Credit: Official transcripts are copies of student academic records of all work attempted at UNLV and bear the seal of the university and the signature of the Registrar. Upon written request from eligible students, the Office of the Registrar will issue official UNLV transcripts. Transcripts of work from other institutions will not be issued. Transcripts are not issued for any student having a delinquent indebtedness to the university.

Work in progress does not appear on the transcript and is not entered until the semester of registration period officially ends.

HONORS AND AWARDS

An Honors Convocation is held annually in the spring to recognize outstanding students and award winners in all academic disciplines at UNLV.

1. SON Alumni Association Award: Presented to two graduates from the baccalaureate program each semester. These awards are for Academic Excellence and Clinical Excellence.
2. Dean of Nursing School Awards: The Dean of the SON presents 1 award at the Recognition Ceremony held before graduation. This awards is the Leadership Award.