

**LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH
SCHOOL OF NURSING
POLICY & PROCEDURE MANUAL**

Subject: NURSING COURSE EXEMPTIONS/CHALLENGES		Original Issue Date: 2001	Policy #: 710
		Supersedes: July 9, 2015	Effective Date: July 6, 2017
Individuals/ Committees Consulted: Admissions & Promotions	Reviewed & Approved by: Faculty Organization Semester Coordinators College Administrative Board of Trustees College Planning Dean, Administrative & Student Services	Approved by: (Signature on File) Dean, School of Nursing <hr/> (Signature on File) Provost, College of Nursing & Allied Health	

PURPOSE:

To provide guidelines for granting credit for previous education or other acquired knowledge in the field of nursing

DEFINITION:

LVN Option I – Career Mobility

- Admission requirements:
 - Graduate of an accredited vocational nursing program
 - Satisfactory achievement on pre-entrance examination
 - Minimum overall grade point average (GPA) of 2.5 in College academic courses
 - Minimum overall GPA of “3.0 B” in required prerequisite College Science courses
 - Science courses must be completed within 7 years prior to admission to the nursing program
- Individuals who successfully complete the nursing program are:
 - Graduates of the School of Nursing (SON)
 - Awarded the Associate of Science degree in Nursing from the College
 - Eligible to apply to take the National Council Licensure Examination – Registered Nurse (NCLEX-RN).

LVN Option II – 30 Unit Option (required by California Code of Regulations, Title 16, Division 14: Board of Registered Nursing)

- Admission requirements:
 - Minimum overall grade point average (GPA) of 2.5 in College academic courses
- Minimum overall GPA of “3.0 B” in required prerequisite College Science courses
 - No recency requirement for science courses
- Exempt from 3rd semester pharmacology course (N231)
- Individuals who successfully complete the nursing program are:
 - Not considered graduates of the School of Nursing
 - Not awarded an Associate degree from the College
 - Eligible to apply to take the NCLEX-RN for licensure in California.

POLICY:

Advanced Placement for LVNs

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Advanced placement LVNs enter the nursing program in the 3rd semester following successful completion of the Nursing Transition course (N125).

LVN Option I students are awarded 21 units of credit for vocational nursing education.

LVN Option II students do not receive units for vocational nursing education.

Advanced Placement for Military Health Care Occupations

Individuals who have held Military Health Care Occupations may achieve advanced placement into the nursing program with documentation of *qualifying* education and experience

Course Exemption

Students must petition for nursing course exemption.

Admissions and Promotions Committee is notified of requests for exemption/challenge.

Review of previous nursing education or health care experience for credit is coordinated by the Office of Educational Services (OES).

To be eligible for course exemption, the applicant must have completed a nursing or military health care occupation course:

- Which was awarded credit by an accredited U.S. community college, senior college, university or military health care occupation training program
- Which had unit value, hours, and content corresponding to the course for which exemption is sought as described in the SON curriculum
- With an earned minimum grade of "C" in the course
- Within the past three years.

Credit for previous course work may be obtained through:

- Course exemption
- Exemption by challenge examination
- Transfer from another nursing program
- Military health care occupation training program.

The College transcript will designate credit using non-evaluative symbols:

- "EX" Credit by exemption
- "CE" Credit by challenge examination.

Students, who successfully complete all curriculum requirements within a semester, either by course exemptions or challenge examinations, advance to the next semester provided all requirements for promotion have been met and space is available.

Information regarding credit for previous education is available in the SON Catalog and online.

Exemption by Challenge Examination

Students who do not qualify for nursing course exemption may petition for credit by challenge examination.

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Exemption by challenge examination is not permitted when the student has earned a grade for that course.

Challenge examinations will consist of a written examination for theory courses and a performance evaluation for clinical nursing courses.

- Nursing theory courses must be challenged successfully prior to challenging the clinical nursing course
- A minimum of two days will be allotted for evaluation of clinical performance
- Challenge examinations may be taken only once
 - Students who do not pass the challenge exam will be placed in the course(s).

A fee is charged for each written examination and per day of clinical evaluation.

PROCEDURE:**Course Exemption**

Students petitioning for course exemption must submit the following to the OES a minimum of three months prior to the beginning of the course:

- Completed petition form
- Official transcript which shows satisfactory completion of the course
- Other evidence of prior education or knowledge.

Students must meet all admission requirements to attend clinical.

Dean, Administrative and Student Services:

- Reviews the petition for course exemption with the applicant/student
- Asks the appropriate Semester Coordinator to evaluate the transcript and syllabi, and complete the Course Equivalency Review form
- Notifies Admissions and Promotions Committee Chair of student petition and completed Course Equivalency Review forms
- Informs the applicant/student of the response.

Semester Coordinator:

- Evaluates the submitted transcript and syllabi
- May offer exemption by challenge examination if the course content does not meet the requirements for course exemption
- Completes the Course Equivalency Review form
- Reviews and returns petition and Course Equivalency Review form to Dean, Administrative and Student Services.

Exemption by Challenge Examination

Student:

- Petitions for credit by challenge examination through the OES a minimum of three months prior to the beginning of the challenged course
- Completes a petition form
- Provides supportive evidence of prior education.

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Dean, Administrative and Student Services:

- Informs the student of the examination fees
- Reviews the petition with the student
- Notifies semester coordinator of intended petition eight weeks prior to the beginning of the challenged course
- Notifies Admissions and Promotions Committee Chair of student petition for challenge examination.

Semester coordinator/designee provides the student with guidelines and/or study materials to prepare for the challenge examination(s).

PROCEDURE DOCUMENTATION:

Petition

Course Equivalency Review

REFERENCES:

Accreditation Commission for Community and Junior Colleges: Guide to Evaluating Institutions, Standard II: Student Learning Programs and Support Services

California Code of Regulations, Title 16, Division 14: Board of Registered Nursing, Article 3: Prelicensure Nursing Programs

- Section 1429: Licensed Vocational Nurses, 30 Semester or 45 Quarter Unit Option
- Section 1430: Previous Education Credit

Board of Registered Nursing: Transfer and Challenge Policies

College Catalog:

- SON : Costs and Fees
- SON Policy # 800: Admissions

REVISION DATES:

2001

November 6, 2003

December 16, 2006

February 17, 2007

May 27, 2011

July 9, 2015

July 6, 2017