

Los Angeles City College (LACC)
Associate Degree Nursing Program

Challenge - Advanced Placement into the Nursing Education Program for Military Personnel

Challenge/Advanced Placement for Military-Trained Health Care Personnel Policy:

Individuals who have documented military education and experience in health care occupations may be eligible for advanced placement. **The veteran must have been discharged under "honorable" conditions.** Please review and follow the policies below.

- A. Individuals who have documented military education and experience in health care occupations may be eligible for advanced placement into the LACCD nursing programs.
- B. Documentation of education and clinical experience for military health care occupations must demonstrate satisfactory completion of education and experience. Official transcript(s) **and** documentation of experience (on official letterhead) must be submitted.
- C. Applicants must adhere to LACCD Administrative Regulation E-10 (as stated on the LACCD webpage) and the LACC nursing program Progression and Retention policy,
- D. Acceptance of military challenge/advanced placement students into the Associate Degree Nursing Program is contingent upon space availability.
- E. Applicants must adhere to the challenge policy and procedure, as stated in the Student Handbook (Petition for Credit by Examination) and as stated below:

LACC POLICY – Petition for Credit by Examination

1. A student may petition for credit by examination for all nursing courses.
 2. The student must be enrolled and pay all fees.
 3. The current established theory and clinical course outlines, objectives, learning activities and recommended readings in the course/s being challenged will be used.
 4. The examination criteria, theory and clinical, will be the same criteria currently established for the specific course/s being challenged.
 5. The theory challenge examination must be passed at **76%** or higher before the clinical portion can be challenged.
 6. The clinical portion must be passed as "Satisfactory." If the clinical portion results in "failure," the whole course being challenged must be taken.
 7. Theory, clinical and skills lab must be passed to receive a grade for the course.
- F. Applicants must follow the required steps to apply to the LACC nursing program (see below), including completion of designated program prerequisites and achievement of required cut score and a passing score on nursing readiness entrance examination (Test of Academic Skills (TEAS).

Required Steps to Apply to the Nursing Program

The Los Angeles Valley College Nursing Program accepts applications **twice a year: September for the Spring filing period and April for the Fall filing period.** Contact the Nursing Department for specific dates for each semester.

In order to obtain a Program Application, the following steps **MUST** be completed **well in advance** of the application filing period:

1. All students who have never applied to Valley College need to submit a college application to the LACC Admissions Office. International students must first apply to the International Student Program.
2. All U.S. transcripts outside of the Los Angeles Community College District (LACCD) must be mailed directly from the college attended to the LACC Admissions Office. Hand-carried U.S. transcripts of any kind are **NOT**

acceptable. Students must confirm with the Counseling Office that transcripts have arrived prior to making a counseling appointment.

3. All transcripts outside of the U.S. must be evaluated according to the following procedures:
 - Must complete 12 units with a “C” average within the LACCD **prior** to submitting any petition for credit.
 - Submit foreign transcripts to an LACC-approved foreign transcripts evaluation service to obtain credit recommendations.
 - LACC will not accept foreign transcript credit conferred by another college toward program pre-requisites.
 - Submit to the college’s Petitions Committee a sealed copy of the evaluation service’s credit recommendations along with a petition for approval of credit. Credit approval by the Petitions Committee is **NOT** automatic (see a counselor for details).
4. Schedule an appointment with a counselor to evaluate your transcripts **well in advance of the application deadline and only after completion of Steps 1 through 3**. The counselor will provide students with a signed “Evaluation of Transcripts for Nursing Program Prerequisites” form verifying that all Nursing Program prerequisites are completed with a “C” or better.

Apply to the Nursing Program during the application period. Students must take the **“Evaluation of Transcripts for Nursing Program Prerequisites”** signed form to the Nursing Department, Allied Health and Science Building Room 100.

LACC Challenge/Advanced Placement for Military-Trained Health Care Personnel Procedure:

1. The petitioner must:
 - a. Satisfy the rules and regulations established in the LACC policy for petitioning for credit for examination (refer to current LACC catalog for the established criteria)
 - b. Have satisfactorily completed the pre-requisites of the nursing course/s being challenged
 - c. Submit to the Department Chair documentation of all previous course work and /or experience/s the petitioner believes qualifies him/her for course credit by examination
2. The petition, document and recommendations of the Chair will be presented and discussed with the Nursing Program’s Policy/Admission committee at the next regularly scheduled meeting.
3. The Policy/Admission committee will determine eligibility.
4. Qualified applicants will be contacted by the examiner following the decision of the Policy/Admission committee advising:
 - a. The date the course materials will be available
 - b. Suggested dates and location of the examination
 - c. Dates of scheduled clinical experiences that include development of nursing care plans;(nursing care plans will be grades as Pass/Fail)
5. A letter grade will be given upon completion of the theory and clinical examination. The student will be notified of the grade achieved for the course.
6. The petitioner will be informed of his /her grade and the grade will be submitted to the Admissions Office.

Approved by the Nursing District Discipline Committee: 04/13/16; revised to add “honorable conditions”;