NURSING PROGRAM STUDENT TRANSFER POLICY

School of Arts, Sciences & Health
Nursing Program   Phone: (918) 293-5337
1801 East 4th   Fax: (918) 293-4723
Okmulgee, OK 74447

Transfer requests are reviewed on an ongoing basis. Students approved for transfer are admitted and enter the nursing program in the next available semester at the identified course entry level.

Students requesting admission to the fall semester must apply by May 1st and have all requested material/documentation sent by June 30th.

Students requesting admission to the spring semester must apply by September 1st and have all requested material/documentation sent by October 31st.

Eligibility for transfer:
- Successful completion of a nursing course within the previous or current academic year. The academic year for nursing is defined as fall, spring, summer.
- Minimum GPA of 2.0 in required general education support courses for the Associate of Applied Science in Nursing degree.
- Students wishing to transfer will be considered new applicants and must meet general admission requirements including completion of nursing entrance exams. See Nursing Program Advisement material for more information.

Application for transfer:
- Letter requesting transfer into the nursing program stating reason for transfer. Letter must contain:
    o Current mailing address, phone number, and email address.
    o Statement addressing any grade of W, D or F received for any nursing course.
- Current official college transcripts from every college attended.
- Syllabi from successfully completed nursing courses.

Admission Decision:
- Initial Eligibility
    o The OSUIT Director of Nursing will complete an initial review of transfer request to determine eligibility.
    o Students will be notified of the decision and instructed on next steps which may include additional testing, submission of plan for success, and faculty interview.
    o No student is guaranteed transfer.
- Admission and Program entry:
    o Curriculum organization and requirements vary among nursing programs; therefore, it is necessary to carefully review previous courses to prevent

Approved: 5/2016
Revision: 5/2019; 2/2024

omission of content when transferring. In addition to content matching, faculty must consider credit hour equivalency to transfer. The Nursing Faculty Organization (NFO) will review all transfer requests and make final decisions.

- If the transfer request is NOT related to unsuccessful academic progression, it is automatically approved pending available classroom and clinical space. The student will be advised of the approved course equivalencies and instructed on next steps for enrollment.
- If the transfer request IS related to unsuccessful academic progression, the NFO will review the submitted plan for success and make a recommendation about admission. Faculty may additionally request an interview with the student.

Please note that the nursing program must be completed within four years of the stated program length beginning with enrollment in the first nursing course NURS 1128 Foundations of Nursing, or its equivalent. LPN to RN students must be able to complete the nursing program within two years of the stated program length beginning with enrollment in the first nursing course NURS 1133 LPN to RN Transition or its equivalent. If a transfer student does not earn a passing grade for any nursing course at OSUIT, s/he will **not be** eligible for readmission to the OSUIT nursing program if s/he has previously failed a nursing course at any institution.

This program requires extensive use of technology including required course texts delivered as e-texts, paperless clinical documentation, and regular interface with the online classroom. For this reason, students accepted to the program must have computer and internet access at home and must supply their own tablet. The tablet must be smaller than 8 x 11 and capable of running the newest operating system.

By signing this form, student acknowledges receipt and understanding of the transfer policy:

_____

Student Signature   Date

_____

Advisor Signature   Date

Approved: 5/2016
Revision: 5/2019; 2/2024