Guide for Career Advancement Nursing Students
RN to BS
RN to MS

Department of Nursing
University of Central Oklahoma
Edmond, Oklahoma

November 2017

Revised April 2015; updated November 2017
Introduction

This guide has been prepared to provide general information for all career advancement students, namely Registered Nurses (RN) wishing to obtain a Bachelor of Science degree with a nursing major. Once course hours are completed for the BS, Nursing degree, students are then eligible to complete the MS, Nursing degree.

Questions not covered herein should be directed to Angela Willis, Career Advancement Coordinator or Linda Rider, Chairperson, Department of Nursing (see Section 1.2). The Department strives to maintain the clarity and accuracy of this guide. If you find errors or omissions, please notify the Department at 974-5000.
1. General Information

1.1 Departmental Contact Information

Mailing Address: Department of Nursing
University of Central Oklahoma
100 N. University Drive
Edmond, OK 73034-5209

Telephone: (405) 974-5000

Department Website: http://www.uco.edu/cms/nursing

1.2 Nursing Faculty and Staff

Linda L. Rider, EdD, RNC  Vicki Addison, BBA
Chairperson  Administrative Assistant
Phone: (405) 974-5000  Phone: (405) 974-5000
E-mail: lrider@uco.edu  E-mail: vaddison@uco.edu

Angela Willis, MS, RN  Karen Davis, MEd
Instructor  Academic Advisor for Nursing
Career Advancement Coordinator  Room 121, Nigh University Center
Room 150D, Coyner Health Science  Phone: (405) 974-2727
Phone: (405) 974-5179  E-mail: kdavis49@uco.edu
E-mail: awillis8@uco.edu  Fax: (405) 341-4964
Advisement

Obtain an official transcript from each college/university you have attended to submit to the UCO Office of Admissions and Records. For the purposes of admission, copies must also be submitted to the Department of Nursing. You may also use these copies for academic advisement.

Take a copy of your transcripts (official or unofficial) from all previous academic work to the Academic Advisor, Karen Davis or to the transfer office. You do not need an appointment. However, you may want to call to make certain an advisor is available to speak with you. You may send your transcripts via email or facsimile. The UCO Academic Advisor will advise you regarding the general education and prerequisite courses to be completed prior to entering the nursing program.

The UCO Academic Advisor will also advise you regarding completing an application to UCO. (Applications may be completed online http://www.uco.edu/em/become-a-broncho/apply/Academic-Requirements.asp)

After you see the UCO Academic Advisor, make an appointment to visit with the Department of Nursing Career Advancement Coordinator, Ms. Angela Willis. The faculty will advise you regarding the nursing department application process, sequencing of courses, clinical requirements, et cetera. At this time an individualized plan of study will be initiated and placed in your application file.

1.3 Academic Degree Requirements

- 124 total college-level credit hours
- 30 hours at UCO exclusive of correspondence and extension credit.
- 60 semester hours, excluding physical education activity courses, from colleges that award bachelor’s degrees (senior colleges/universities).
- 40 semester hours, excluding physical education activity courses, of upper division (3000 and 4000) level.
- 15 semester hours of major courses at the upper division (3000 and 4000) level
- 10 semester hours in the major in residence at UCO
1.4 University Policy Regarding Transferring Hours

A student transferring to UCO with an earned Associate of Arts or Associate of Science from an accredited Oklahoma state institution or a bachelor’s degree from an Oklahoma public baccalaureate granting institution is considered to have completed the general education requirements for UCO bachelor’s degree provided the appropriate Regent’s minimum requirements have been met. Students may be required to take courses in general education to meet prerequisites for major requirements or to complete major support course requirements.

A minimum of 60 semester hours of course work, excluding physical education activity courses, applied toward a bachelor’s degree must be earned at a senior (baccalaureate granting) institution.

The P.E. requirements are waived for students with any Associate Degree or with 60 semester credit hours exclusive of Activity Physical Education at the time of transfer to the University of Central Oklahoma.

1.5 Working while Attending the Nursing Program

If you are working full-time, it is very difficult to attend school full-time. The senior year courses may be taken on a part-time basis. This option is strongly recommended if you are working full-time. Part-time means taking less than 12 credit hours per semester. Many career advancement RN students take 2 courses per semester while working full time (usually 6-8 credit hours).

2.0 Process of Obtaining a Bachelor’s or Master’s Degree for Registered Nurses

2.1 Overview of the Process

- See Academic Advisor and then Career Advancement Coordinator
- Complete all prerequisite courses that you have not taken. A minimum of a “C” is required in science courses. Prerequisite courses should be completed prior to beginning the senior nursing courses. Exceptions to this may be requested in writing to the Career Advancement Coordinator. Statistics is a prerequisite for NURS 4153 Nursing Research and Evidence Based Practice
- Complete general education courses.
- Apply for admission to the Department of Nursing by the preference date for Fall (last Friday in March) semester. The Career Advancement Coordinator is available for guidance in the application process.
• Submit evidence of clinical requirement compliance with current health and liability insurance requirements. Details are outlined in the acceptance letter. These requirements include the American Heart Association BLS Health Care Provider certification.
• Submit evidence of an active RN license to currently practice in the state of Oklahoma.
• The drug screen are administered while students are enrolled in the Role Development course.
• Complete the required nursing courses at the University of Central Oklahoma

2.1.1 Schedule of Course Work

• The following upper division professional courses are required for completion of the BS, Nursing Degree for Registered Nurses:
  - NURS 4910 Role Development
  - NURS 3512 Service Learning/Health Promotion
  - NURS 4153 Research and Evidence Based Practice
  - NURS 4623 Advanced Clinical Response (ACR)
  - NURS 4960 Community and Public Health Nursing
• The following courses from the graduate level are required to complete the baccalaureate degree and can be taken at the 4000 level or 5000 level (see section 2.2, RN to MS information):
  - NURS 5113 Advanced Pathophysiology
  - NURS 5323 Organizational and Systems Leadership
  - NURS 5353 Legal/Ethical Issues in Healthcare
• Most courses are offered one evening a week. A full-time student would attend class on Tuesday evenings.
• ACR is offered in six all day sessions on Thursday/Fridays in the summer and six all day sessions on Saturday/Sundays in the fall.
• Courses from the MS, Nursing curriculum are taken on Tuesday evening (this applies to both 4000 level courses and 5000 level courses from this curriculum).
• Role Development (5 weeks) and Research and Evidence Based Practice (10 weeks) are short courses and are designed to be taken in the same semester.
• Service Learning Health Promotion is offered in the online format for Career Advancement Students
• All students should plan to complete Role Development during the first semester and Community and Public Health Nursing during the final semester of the program.
• The capstone project is completed during the Community and Public Health Nursing course. Projects should be conducted in the clinical setting and students are required to make these arrangements with the assistance of their course instructor(s).

2.2 RN to MS information

Students who are admitted to the RN to BS program are eligible to apply to the RN to MS program. In this program, master’s level courses are taken in the baccalaureate degree and apply towards completion of the masters degree in nursing.

• Students who are interested in completing the MS, Nursing degree apply to the graduate college in their final semester of the BS, Nursing program.
• To be eligible for the MS, Nursing degree, students taking the MS courses in the BS program must earn a B or better in each of the three MS levels courses. Students who do not make a B or better may still be eligible for the MS, Nursing degree, but would need to repeat the course in which the C was earned.
• The minimum acceptable grade in any masters level course is a B.
• Students who are not interested in obtaining a MS, Nursing degree from UCO are not required to take classes at the 5000 level instead they may take these courses at the 4000 level.
• If a student were to decide later to pursue the master’s degree, these courses would need to be retaken at the higher level.
• If a student’s GPA does not support entry into the MS, Nursing program (minimum 3.0) that student would need to raise their overall GPA to be eligible to take master’s level courses. In this case, the student would be encouraged to take these three classes at the baccalaureate (4000) level.
• To learn more about the MS, Nursing program, contact Dr. Barbara Arnold, Graduate Program Coordinator for Nursing at barnold@uco.edu or by calling (405) 974-5191.