



# Jefferson College Bi-Level Nursing

## Level II Registered Nursing Bridge – Application Checklist

[www.jeffco.edu/nursing](http://www.jeffco.edu/nursing)

<b>Step 1</b>	<p><b>JEFFCO APPLICATION FOR ADMISSION</b></p> <ul style="list-style-type: none"> <li>• Complete a <i>free</i> online <a href="http://www.jeffco.edu/Getting-Started">Application for Admission</a> to Jefferson College (<a href="http://www.jeffco.edu/Getting-Started">www.jeffco.edu/Getting-Started</a>).             <ul style="list-style-type: none"> <li>○ <b>Former students</b> who have <u>not attended</u> within the last two (2) semesters <b>MUST</b> complete this application to be readmitted.</li> </ul> </li> <li>• Acceptance to Jefferson College does <b>NOT</b> guarantee admission to the Bi-Level Nursing Program.</li> </ul>
<b>Step 2</b>	<p><b>JEFFCO PLACEMENT EXAM</b></p> <ul style="list-style-type: none"> <li>• Complete the recommended <b>Placement Exam(s)</b> at the <a href="#">Jefferson College Testing Center</a> or submit <b>official ACT results</b> for the purpose of <b>General Education</b> course placement (i.e. reading, math, and English). The nursing program requires pre/corequisite general education courses.             <ul style="list-style-type: none"> <li>○ Hillsboro Testing Center: 636-481-3147 / Arnold Testing Center: 636-481-3592.</li> </ul> </li> </ul>
<b>Step 3</b>	<p><b>ADVISOR REQUIREMENT</b></p> <ul style="list-style-type: none"> <li>• <u>Meet with an Advising Specialist to ensure nursing <i>Application for Admission</i> readiness.</u> <ul style="list-style-type: none"> <li>○ An Advising Specialist will review the nursing program requirements and answer any current/new/transfer student questions.</li> <li>○ An Advising Specialist will review official transcripts to ensure accurate course transfers from other institutions.                 <ul style="list-style-type: none"> <li>▪ <b>Please <i>do not assume</i> that a course will transfer from another college;</b> Jefferson College advisors will assist you in determining which courses meet Jefferson College <i>and</i> Nursing Program requirements and which courses will need to be taken or retaken.</li> </ul> </li> </ul> </li> <li>• Call to schedule an advising appointment: phone, email, virtual and in-person appointments available.             <ul style="list-style-type: none"> <li>○ <b>Website:</b> <a href="#">Advising Services</a></li> <li>○ <b>Advisor:</b> Mandy McKay, Pre-Nursing (at Jefferson College)</li> <li>○ <b>Email:</b> <a href="mailto:amckay1@jeffco.edu">amckay1@jeffco.edu</a> or <a href="mailto:advisor@jeffco.edu">advisor@jeffco.edu</a></li> <li>○ <b>Phone:</b> (636) 481-3211 or (636) 797-3000 or (636) 942-3000, ext. 3211</li> </ul> </li> </ul>
<b>Step 4</b>	<p><b>NURSING ENTRANCE EXAM REQUIREMENT</b></p> <ul style="list-style-type: none"> <li>• <b>HESI MOBILITY EXAM</b> <ul style="list-style-type: none"> <li>○ Subjects tested on the HESI Mobility exam are Leadership and Management, Advanced Clinical Concepts, Medical-Surgical Nursing, Pediatric Nursing, Maternity Nursing, Psychiatric Nursing, Gerontologic Nursing, etc.</li> <li>○ Applicants <b>must earn a <i>minimum score of 850</i></b> on the HESI Mobility exam to be eligible to apply. HESI’s recommended level of performance is <b>900 and above</b> for all scores provided.                 <ul style="list-style-type: none"> <li>▪ HESI Mobility scores range from 0 – 1,000 and can be as high as 1,500 (depending on the difficulty level of the exam).</li> </ul> </li> </ul> </li> <li>• The entrance exam may be completed at the Jefferson College Testing Center (exams are proctored).</li> </ul>

	<ul style="list-style-type: none"> <li>○ <a href="#">Hillsboro Testing Center</a> or <a href="#">Arnold Testing Center</a> <ul style="list-style-type: none"> <li>▪ (I.D. requirements, hours of operation, etc.)</li> </ul> </li> <li>○ An appointment is <b>not</b> required; <b>walk-ins</b> for the HESI Mobility exam are welcome!</li> <li>● Students can retake the <b>HESI Mobility exam once every 6-months: <u>one-time</u> from January 1 to June 30<sup>th</sup> and <u>one-time</u> from July 1 – December 31<sup>st</sup>.</b> <ul style="list-style-type: none"> <li>○ <a href="#">HESI Remediation walk through</a> – During the waiting period, students are strongly encouraged to study. Login to your HESI account for remediation. Jefferson College will <b>not</b> accept test scores taken <b>prior to the six-month waiting period</b>, regardless of the score obtained.</li> </ul> </li> </ul>
<p><b>Step 5</b></p>	<p><b>MINIMUM GPA REQUIREMENT</b></p> <ul style="list-style-type: none"> <li>● <b>To be considered for admission, an applicant must have a <u>minimum 2.8 GPA</u> (on a 4.0 scale).</b> <ul style="list-style-type: none"> <li>○ If nursing pre/corequisite coursework is in progress, applicants may apply for <u>conditional approval of application</u> contingent upon meeting the required <u>2.8</u> GPA by the program start date.</li> </ul> </li> <li>● Applicant’s final course grade(s) will be calculated into the Application for Admission GPA once final grades have been posted. <ul style="list-style-type: none"> <li>○ The applicant’s final admissions GPA <b>MUST meet the minimum requirement of 2.8.</b></li> </ul> </li> <li>● If an applicant is <u>retaking</u> a course to increase their GPA, the higher of the two grades will be used.</li> <li>● If an applicant is taking a course(s) at a college <b><u>other than Jefferson College</u></b>, an <b><u>official transcript is required</u></b> once final grades have posted.</li> <li>● <b>GPA Calculator:</b> <a href="https://app.semo.edu/genl/gpa/calc.htm">GPA online calculator (https://app.semo.edu/genl/gpa/calc.htm)</a>. <ul style="list-style-type: none"> <li>○ Course credit hours are listed in <b>Required Courses</b> section.</li> </ul> </li> <li>● <b>The Nursing GPA is calculated utilizing <u>Level I/PN and Level II/RN</u> pre/corequisite courses only:</b> <ul style="list-style-type: none"> <li>○ BIO 211 (Anatomy &amp; Physiology I)</li> <li>○ BIO 212 (Anatomy &amp; Physiology II)</li> <li>○ BIO 113 (Microbiology)</li> <li>○ PSY 101 (General Psychology)</li> <li>○ PSY 205 (Life Span Human Development)</li> <li>○ ENG 101 (English Composition I)</li> <li>○ ENG 102 (English Composition II) <b>or</b> COM 100 (Funds of Communication)</li> <li>○ HST 103/HST104 (U.S. History I or II) <b>or</b> PSC 102 (US &amp; Missouri Govt. &amp; Const.)</li> </ul> </li> <li>● If ENG 102 <b>and</b> COM 100 have been completed, the <u>higher</u> of the two grades will be utilized.</li> <li>● If HST 103, HST 104 <b>and</b> PSC 102 have been completed, the <u>highest</u> of the three grades will be utilized.</li> <li>● <b>Please note:</b> CIS125 and COL100/101/136 are <b><u>not</u></b> included in the GPA calculation. COL100/101/136 is <b><u>not</u></b> included in the course completion rate. <ul style="list-style-type: none"> <li>○ CIS125 requirement may be met by exam; no grade is received.</li> <li>○ COL100/101/136 <b>may not</b> be required for students who have previously completed 15+ credit hours of college credit, hence no grade is received.</li> </ul> </li> </ul>
<p><b>Step 6</b></p>	<p><b>REQUIRED LEVEL II/RN Bridge PREREQUISITE COURSES</b></p> <p><b><u>Prerequisites MUST be completed prior to application!</u></b></p> <p><input type="checkbox"/> <b>BIO211 Anatomy &amp; Physiology I (4 credit hours)</b> – <i>completed with a grade of “C” or better within five</i></p>

	<p>(5) years of the program start date (not the application due date) the applicant is applying for.</p> <p><b>Jefferson College A&amp;P I Prerequisite(s):</b> BIO101 (or high school Biology) and CHM101 (or high school Chemistry) with grades of “C” or better within the previous five (5) years of registration date.</p> <p><input type="checkbox"/> <b>BIO212 Anatomy and Physiology II (4 credit hours)</b> – completed with a grade of “C” or better within five (5) years of the program start date (not the application due date) the applicant is applying for.</p> <p><input type="checkbox"/> <b>PSY101 General Psychology (3 credit hours)</b> – completed with a “C” or better.</p> <p><input type="checkbox"/> <b>PSY205 Life Span Human Development (3 credit hours)</b> – completed with a “C” or better.</p>
<p><b>Step 7</b></p>	<p><b>REQUIRED LEVEL II/RN COREQUISITE COURSES – AAS DEGREE</b></p> <p>These courses are required for the Level II/RN ASS Degree.</p> <p>These courses are part of the Level II/RN curriculum; however, applicants are strongly encouraged to complete them <b>prior</b> to acceptance into the nursing program.</p> <p><b><i>Completion prior to RN Bridge application preferred!</i></b></p> <p><input type="checkbox"/> <b>BIO 113 Microbiology for Health Sciences (4 credit hours)</b> – completed with a “C” or better.</p> <p><input type="checkbox"/> <b>ENG 101 English Composition I (3 credit hours)</b></p> <p><input type="checkbox"/> <b>ENG 102 English Composition II -or- COM 100 Fundamentals of Communication (3 credit hours)</b></p> <p><input type="checkbox"/> <b>PSC 102 US &amp; MO Government &amp; Constitution; -or- HST 103 US History I to Reconstruction; -or- HST 104 US History II from Reconstruction (3 credit hours)</b></p> <p><input type="checkbox"/> <b>Computer Proficiency: CIS 125 -or- met by examination - completed with a “C” or better. (CIS 125 is not calculated in the GPA) – This course may be tested out of; hence no grade is received.</b></p>
<p><b>Step 8</b></p>	<p><b>NURSING PROGRAM APPLICATION SUBMISSION</b></p> <ul style="list-style-type: none"> <li>• <b><u>It is the applicant’s responsibility to ensure the application process has been completed and that all application materials have been received.</u></b></li> <li>• Applicants must meet <b>minimum application requirements</b> to be presented to the Admission Progression Retention (APR) Committee. <ul style="list-style-type: none"> <li>○ <b>Admission to the nursing program is highly competitive. <i>We cannot guarantee admission to all applicants who meet minimum requirements.</i></b></li> </ul> </li> <li>• <b><u>Nursing Program Applications and all required materials MUST be completed and submitted by the application deadline:</u></b> <ul style="list-style-type: none"> <li>○ Fall 2025 (Day, August start): 04/01/25 by 4:30 p.m.</li> <li>○ Spring 2026 (Evening, January start): 09/02/25 by 4:30 p.m.</li> <li>○ Fall 2026 (Day, August start): 04/07/26 by 4:30 p.m.</li> </ul> </li> <li>• The Nursing Application for Admission may be found on the nursing website: <a href="http://www.jeffco.edu/nursing">www.jeffco.edu/nursing</a> &gt; Application Process &gt; Level II RN Bridge.</li> </ul> <p><b>APPLICATION SUBMISSION – submit ALL of the items below:</b></p> <p><b>Applications will NOT be processed without the accompanying documents below.</b></p> <p><input type="checkbox"/> <b>Submit <u>COMPLETED</u> Nursing Application for Admission.</b></p> <ul style="list-style-type: none"> <li>○ <b>Do not leave any question blank; please enter <u>N/A</u> if a question does not apply to you.</b></li> </ul> <p><input type="checkbox"/> <b>Submit <u>official</u> copies of <u>all</u> transcripts (may be sent electronically) to Jefferson College, Enrollment</b></p>

	<p>Services, 1000 Viking Drive, Hillsboro, MO 63050.</p> <ul style="list-style-type: none"> <li>○ <b>Jefferson College students do <u>not</u> need to submit a transcript for Jefferson College.</b></li> <li>○ <b>NOTE: If you are a <u>current/past student of Jefferson College</u>, your <u>High School or GED/HISET transcripts do <u>not</u> need to be re-submitted to Enrollment Services.</u></b></li> </ul> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Submit \$30.00 paid application fee receipt</b> (paid to the cashier – Student Center main floor, Hillsboro Campus <u>or</u> front desk–first floor, Arnold Site). <i>Fee is non-refundable.</i></li> <li><input type="checkbox"/> <b>Submit</b> a copy of <b>HESI Mobility Entrance Exam scores</b>. <ul style="list-style-type: none"> <li>○ <b>ALL HESI Mobility exam attempts are to be submitted.</b></li> </ul> </li> <li><input type="checkbox"/> <b>Submit</b> a copy of nursing pre/corequisite <b>current course schedule</b> (if applicable). <ul style="list-style-type: none"> <li>○ Fall application, submit spring/summer course schedule.</li> <li>○ Spring application, submit fall and/or wintersession course schedule.</li> </ul> </li> <li><input type="checkbox"/> <b>Submit</b> a copy of <b>current LPN License</b> (nursys.com).</li> <li><input type="checkbox"/> <b>Final Grade Submission:</b> applicants <b>must submit</b> an <b>official transcript</b> for <u>currently enrolled</u> nursing pre/corequisite course(s) once the <b>final grade has been posted</b>. <ul style="list-style-type: none"> <li>○ <b>Jefferson College students do <u>not</u> need to submit a transcript for Jefferson College.</b></li> </ul> </li> </ul> <p><b><u>The application materials may be submitted in one of the following manners:</u></b></p> <ul style="list-style-type: none"> <li>• <b>In-Person (Hillsboro Campus):</b> Nursing Education Office, Career Technical Education Building (CTE) – Office 134A. (<a href="#">campus map</a>)</li> <li>• <b>In-Person (Arnold Campus front desk):</b> Request they use inter-campus mail to send the application materials to the <b>Nursing Education Office (CTE 134A)</b> on the Hillsboro Campus. <ul style="list-style-type: none"> <li>○ Request they stamp the application with <u>date/time received and initial</u>.</li> </ul> </li> <li>• <b>Mail:</b> Jefferson College, Attn: Nursing Education Office, 1000 Viking Drive, Hillsboro, MO 63050.</li> <li>• <b>Email (PDF):</b> Scan and email a <b>PDF</b> of all documents to the Nursing Education Office at <a href="mailto:nursing@jeffco.edu">nursing@jeffco.edu</a>. <b>Subject Line: <u>Nursing Application for Admission</u>.</b></li> <li>• <b>Fax:</b> <u>Attn: Nursing Education Office – Application for Admission, 636-789-2047.</u></li> </ul>
<p><b>General Info.</b></p>	<p><b>COURSE COMPLETION RATE</b></p> <ul style="list-style-type: none"> <li>• The course completion rate is the number of pre/corequisite courses the applicant has completed <b>PRIOR</b> to applying to the nursing program. <ul style="list-style-type: none"> <li>○ Currently enrolled nursing pre/corequisite courses are <b>NOT</b> counted toward the course completion rate until final grades are posted.</li> </ul> </li> </ul> <p><b>APPLICANT STATUS NOTIFICATION</b></p> <ul style="list-style-type: none"> <li>• Unless otherwise posted, Applicants will be notified of their application status by the end of the deadline month (at the latest), through their Jeffco student email. <ul style="list-style-type: none"> <li>○ Fall day program: by April 30th</li> <li>○ Spring evening program: by September 30th</li> </ul> </li> <li>• If the application for admission deadline is extended, applicants will be notified of their application status by the 30<sup>th</sup> or 31<sup>st</sup> (at the latest) of the extended deadline month.</li> <li>• Graduation from either the LPN or the RN program does <b>NOT</b> guarantee licensure as stated in the Missouri Revised Statutes - Section 335-066.</li> </ul>

	<p><b>ACCREDITATION</b></p> <ul style="list-style-type: none"><li>• Jefferson College is accredited by the Higher Learning Commission (HLC).</li><li>• The Nursing <u>Level II/RN</u> program has <b>full-approval</b> from the Missouri State Board of Nursing (MSBN).</li></ul> <p><b>FINANCIAL AID</b></p> <ul style="list-style-type: none"><li>• To explore payment and financial assistance options, contact (636) 481-3202.</li></ul> <p><b>ACCESSIBILITY RESOURCE OFFICE (ARO)</b></p> <ul style="list-style-type: none"><li>• If accommodations for a disability are needed, please contact Linda Ladendecker-Corley, Accessibility Resource Office Coordinator, at (636) 481-3169 or (636) 797-3000, ext. 3169. TTY users dial 711.</li></ul>
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