

**Frequently Asked Questions:
UGF RN-BSN Completion
Program 2018 Application**

I. Who is eligible for this program?

- A. Graduate of an Associate Degree program in Nursing (or diploma program).
- B. Active and unencumbered RN license.
- C. RNs must **have completed** all three of the required pre-requisite courses (Nutrition (3 credits), Microbiology (4 credits) & Anatomy and Physiology (4 credits)) at time of application.
- D. Registered Nurses must have all core courses completed or in progress at time of application. All core courses must be completed for the RN to start the RN-BSN program. Students must be able to prove enrollment if the course are not already completed.

II. What is the student's financial commitment?

- A. Students on the Providence St. Joseph Health Scholarship pay a co-pay of \$750 per academic semester. There are 5 semesters - beginning in January 2018 and extending to July 2019.
- B. Providence employees who are not eligible for the Providence St. Joseph Scholarship pay \$481/credit (34 credits).
- C. Non-Providence students pay \$766 per credit. There are a total of 34 credits in the RN-BSN program.
- D. Students must attend a 3 day orientation program prior to the start of the program. Students are responsible for obtaining time off of work and using accrued vacation time or time off without pay. Students are responsible for transportation costs to and from the orientation, hotel, dinner, and books. The orientation location will likely be in a major metropolitan city (Seattle, Portland, or Los Angeles) or at UGF.
- E. Some students are also eligible for federal financial aid. Students are responsible for contacting the university to understand those requirements.
- F. **All accepted applicants are required to pay a \$300 non-refundable deposit to secure their seat in the program. This deposit will be applied toward the student's first semester tuition.**

III. Who is eligible for the Providence St. Joseph Health Scholarship funds?

- A. Employed at a Providence St. Joseph Health or partner organization as a 0.6 FTE (24 hours) or greater for 6 months as a Registered Nurse (RN). LPN and CNA experience is not eligible for this program.
- B. Providence St. Joseph Health RNs must be employed in a benefited position (0.6 FTE or greater) at the time they submit their UGF application and stay in a benefited position throughout the program.
- C. Per diem employees are not eligible for the scholarship, however, they can apply to the program and pay the discounted rate of \$481/credit.
- D. Special Note: Please check with your manager or CNO, not all Providence St. Joseph Health and partner organizations offer a scholarship.
- E. Graduate of an Associate Degree program in Nursing (or diploma program).
- F. Active and unencumbered RN license.
- G. RN is in good standing at their facility (RN is currently not on a performance plan or has been on a plan for the last 12 months).
- H. RN is not on an active medical leave.
- I. Providence St. Joseph Health ministries may offer tuition assistance reimbursements that cover some of the financial commitments. Students are responsible for contacting human resources representative to request their assistance information.

IV. How do I apply to the program?

- A. Create an account on NursingCAS at www.nursingcas.org
- B. Complete all four sections of the application. The sections will turn green once completed. Do not submit your application prior to the sections turning green.
- C. Contact all previous colleges you have attended to have your official transcripts sent to NursingCAS.
- D. Each applicant will need to pay a \$50 application fee to submit your application.

V. What is NursingCAS and why is the University of Great Falls using NursingCAS?

- A. NursingCAS is a national centralized application service that provides prospective students the opportunity to apply to nursing schools nationwide using one, online platform. Student documents and transcripts are maintained by the one database.
- B. The university is choosing to use NursingCAS to provide one on-line process for all of its RN-BSN students.

V. How do I know if I qualify to apply to the program?

- A. Students can email unofficial transcripts to Mallory Morse at rn2bsn@ugf.edu for an transcript evaluation and student planner.

VI. What if I am currently completing core courses– can I still apply to the 2018 program?

- A. You are eligible to apply only if you are able to complete your core courses prior to the start of the program. Students must be enrolled in their final courses at time of application.
- B. You will need to submit official transcripts directly to UGF to show completion of your in progress courses if you are not completing the course(s) at UGF.

VII. What are some other considerations a student needs to think about before applying to the program?

- A. Students must attend a “live on-line class” one day every other week. These classes and all course work must be completed on the student’s own time.
- B. All students are required to attend a 3 day face-to-face orientation prior to the start of the program.

VIII. If I am receiving the Providence St. Joseph Health scholarship, are there any requirements I need to meet after finishing the program?

- A. Upon graduation, students must commit to work for Providence St. Joseph Health for the equivalent of two years of full-time nursing as a BSN or three years part-time (0.6 FTE) as a BSN.
- B. Students and alumni must serve as a steward and role model of excellence in baccalaureate nursing practice.
- C. Students and alumni may be asked to mentor a future student of the program, participate in student committees, and participate in surveys or other data collection activities that support the improvement of the program.

IX. Can I potentially lose my Providence St. Joseph Health scholarship?

Scholarship termination – may include but is not limited to:

- A. Accumulation of more than one incomplete for any single semester or not resolving an incomplete by the end of the following semester.
- B. Failing to maintain a Nursing Program GPA of 3.0.
- C. Failing to maintain employment in a benefit-eligible position with Providence St. Joseph Health as defined as 0.6 FTE or greater (minimum 24 hours/week).
- D. Losing the ability to practice as a RN.
- E. Engaging in unprofessional behavior as a student of the nursing program.
- F. Being placed on a disciplinary action plan or being terminated by Providence St. Joseph Health.
- G. If a nursing student withdraws from a course(s) after the date in which tuition is nonrefundable, the student will be responsible for paying for the semester in which they return to the program. Scholarship funds cannot be used to repeat any given semester due to a withdrawal.
- H. If a student fails a class, the student is responsible for paying for the repeated course. Scholarship funds cannot be used to repeat a failed course.