



# UNITED NURSING COLLEGE

## UNITED WE LEARN Catalog Vol. 3

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[www.UnitedNursingCollege.org](http://www.UnitedNursingCollege.org)

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## SECTION 1: GENERAL INFORMATION

### History of the College

United Nursing College is a private institution owned by CEO and medical physician, Dr. John Hong. United Nursing College was established in 2022 to meet the growing need for highly skilled registered nurses. The institution is located in Murrieta, California in a new 15,000 sq. foot building with dedicated classrooms, labs, and a state-of-the-art simulation lab.

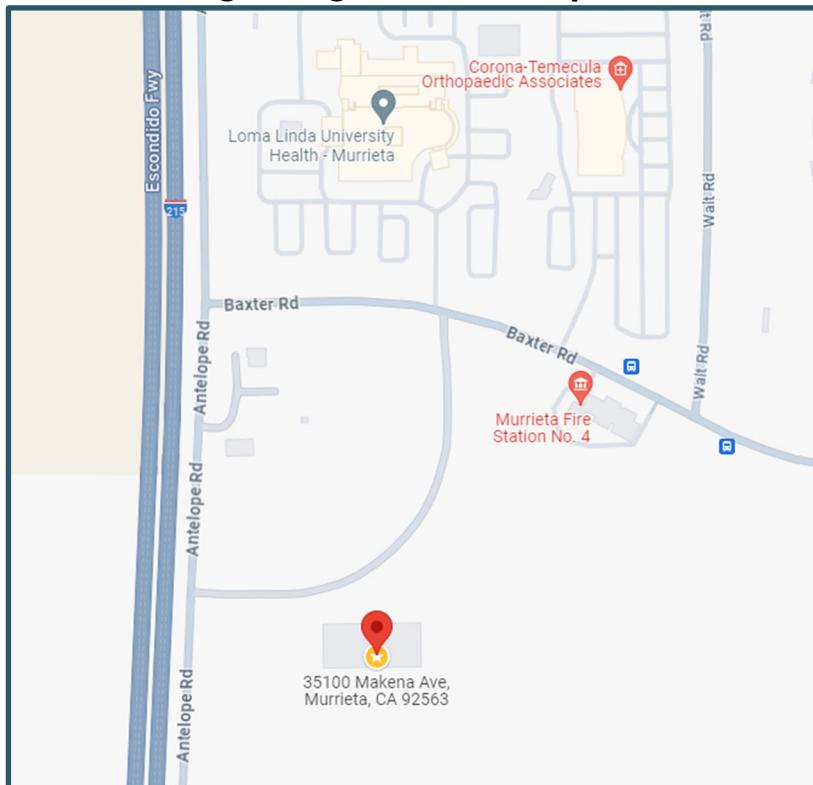
### Approvals and Licensures

United Nursing College is a fully licensed business in California and is approved to operate by the Bureau of Private Postsecondary Education and approved by meeting compliance with state standards as set forth in the California Education Code and California Code Regulations. United Nursing College is also approved to operate by the California Board of Registered Nursing (CABRN) education and license committee.

### Location

Classes are held on the main campus located at 35100 Makena Ave. Ste. 202/203 Murrieta, California 92563. Clinical courses will be held at various medical facilities throughout Riverside, Orange, and San Diego Counties. Distance education courses will be held remotely.

### United Nursing College Location/Map



## **Facilities**

United Nursing College's campus is a 15,000 sq. foot student-centered building that houses five classrooms, three laboratories, and one high fidelity simulation laboratory. There is also a student meditation room, disability accommodations, library, and student lounge.

The nursing program uses a variety of equipment and supplies to provide a training center that simulates a realistic hospital environment. This includes, but is not limited to blood pressure cuffs, stethoscopes, thermometers, glucometers, weighing scales, nebulizers, mannequins, simulation equipment, electric hospital beds, IV pumps, ventilators, electrocardiogram machines, laptop computers, and disposable medical supplies.

## **Vision**

"United We Learn"

## **Mission**

The mission of United Nursing College is to transform students into highly skilled healthcare providers who deliver safe, compassionate care with a commitment to the pursuit of lifelong learning. The focus of United Nursing College is to deliver quality education through the development of intellectual, analytical, and critical thinking abilities through evidence-based practice that encompasses cultural competence and ethical standards, ensuring that our graduates are empowered to provide exceptional care across diverse communities amidst a dynamic healthcare climate.

## **Educational Philosophy**

Exemplifying excellence and learner-centeredness with the unique privilege of educating student nurses, while highlighting the concepts of holism, collaboration, and respect.

## **Institutional Learning Outcomes**

The institutional learning outcomes (ILOs) reflect the knowledge, skills, and professional values expected of the graduates of United Nursing College. These outcomes ensure graduates are prepared to deliver safe, compassionate, high-quality care to individuals, families, and communities in an ever-changing healthcare environment.

1. Provide inclusive, patient-centered care and education that promote health equity across diverse populations.
2. Collaborate across disciplines to optimize patient care and outcomes.
3. Apply evidence-based knowledge to improve nursing practice and population health.
4. Use clinical judgment to plan and provide safe, quality care across the lifespan.
5. Advance quality care and health equity through leadership and advocacy.
6. Apply evidence-based practices to deliver safe, high-quality care.
7. Use technology to support ethical care and effective communication.
8. Embody ethical, accountable professionalism through reflection, resilience, and lifelong learning.

## **Legal Disclosures**

United Nursing College reserves the right to make changes at any time to any provision of this catalog, including academic programs and courses, course and program schedules, school policies and procedures, faculty and administrative staff, the school calendar and other dates, and other provisions. United Nursing College will notify students of any of the foregoing changes via email at the time the changes are made and in accordance with the requirements of accrediting and governmental regulatory agencies. The catalog will be provided either in writing or electronically to a prospective student or to any person upon request. Any program specific brochures shall also be disclosed to any interested person upon request.

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement. The Office of Student Assistance and Relief is available to support prospective students, current students, or past students of private postsecondary educational institutions in making informed decisions, understanding their rights, and navigating available services and relief options. The office may be reached by calling (888)370-7589 or by visiting <https://www.osar.bppe.ca.gov>.

- United Nursing College does not have pending petitions in bankruptcy and is not operating as a debtor in possession. The institution has not filed a petition within the preceding five years, nor has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code.
- Earning a degree at United Nursing College does not guarantee employment.
- Non-discrimination Statement:
  - UNC does not discriminate on the basis of sex in its educational programs and activities, consistent with Title IX of the Education Amendments of 1972, the Clery Act, and the Violence Against Women Act (VAWA).
  - *Prohibited Student Conduct*
  - UNC strictly prohibits:
    - Sexual harassment, assault, and misconduct
    - Dating and domestic violence
    - Stalking
    - Retaliation

## ***Educational Provider Agreements***

United Nursing College does not operate any off-campus instructional sites outside the United States and does not participate in foreign educational provider agreements. All instruction and clinical training are conducted within California under the supervision of College faculty and approved clinical affiliates. Some clinical affiliations are overseen by consortiums in both San Diego and Riverside counties. United Nursing College holds no memberships in professional or trade associations.

## Academic Calendars

### UNITED NURSING COLLEGE

#### FALL 2025 ADN PROGRAM ACADEMIC CALENDAR

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JULY 2025	
JUL 1	ADN FALL 2025 term tuition payment deadline
JUL 4	HOLIDAY - INDEPENDENCE DAY
JUL 14	Summer AP Workshop 2 8a-5p
JUL 28	Summer AP Workshop 3 8a-5p
JUL 31	SPRING 2026 ADN applications close

August 2025						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2025	
AUG 5-6	Fall 2025 UNC PD
AUG 11	Summer AP Workshop 4 8a-5p
AUG 18	FALL 2025 ADN CLASSES BEGIN
AUG 24	Fall 2025 drop/no-notation deadline
AUG 25	Summer AP Workshop 5 8a-5p
AUG 25	Fall 2025 ADN 5-wk R1 starts (2nd & 3rd semester)

September 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SEPTEMBER 2025	
SEP 1	HOLIDAY - LABOR DAY
SEP 9	Summer AP Workshop 6 8a-5p
SEP 14	R1 W deadline
SEP 22	Summer AP Workshop 7 8a-5p
SEP 28	Fall 2025 ADN 5-wk R1 ends (2nd & 3rd semester)
SEP 29	Fall 2025 ADN 5-wk R2 starts (2nd & 3rd semester)

October 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

OCTOBER 2025	
OCT 6	Summer AP Workshop 8 8a-5p
OCT 19	R2 W deadline
OCT 26	Last day to drop Fall ADN courses to qualify for pro-rated refund
OCT 26	16-wk course W deadline

November 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

NOVEMBER 2025	
NOV 2	DST ends 2am - set clocks back one hour
NOV 2	Fall 2025 ADN 5-wk R2 ends (2nd & 3rd semester)
NOV 3	Fall 2025 ADN 5-wk R3 starts (2nd & 3rd semester)
NOV 11	HOLIDAY - VETERAN'S DAY
NOV 23	R3 W deadline
NOV 24-28	THANKSGIVING HOLIDAY

December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DECEMBER 2025	
DEC 1	FALL 2026 ADN applications open
<b>DEC 14</b>	<b>LAST DAY OF FALL 2025 ADN TERM</b>
DEC 15-31	HOLIDAY BREAK
DEC 21	Fall 2025 grades posted

**UNITED NURSING COLLEGE**  
**SPRING 2026 ADN PROGRAM ACADEMIC CALENDAR**

<b>January 2026</b>						
Su	M	Tu	W	Th	F	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

<b>JANUARY 2026</b>						
JAN 1-3	HOLIDAY BREAK					
JAN 1	ADN SPRING 2026 term tuition payment deadline					
JAN 8-9	Spring 2026 UNC PD					
JAN 19	HOLIDAY - MLK JR DAY					
<b>JAN 26</b>	<b>SPRING 2026 ADN CLASSES BEGIN</b>					
JAN 31	Fall 2026 ADN applications close					

<b>February 2026</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

<b>FEBRUARY 2026</b>						
FEB 1	Spring 2026 drop/no-notation deadline					
FEB 2	Spring 2026 ADN 5-wk R1 starts (2nd & 3rd semester)					
FEB 9	AP Workshop 1 8a-5p					
FEB 16	HOLIDAY - PRESIDENT'S DAY					
FEB 22	R1 W deadline					
FEB 23	AP Workshop 2 8a-5p					

<b>March 2026</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

<b>MARCH 2026</b>						
MAR 2	SUMMER 2026 AP WORKSHOP applications open					
MAR 8	DST starts 2am - set clocks forward one hour					
MAR 8	Spring 2026 ADN 5-wk R1 ends (2nd & 3rd semester)					
MAR 9	Spring 2026 ADN 5-wk R2 starts (2nd & 3rd semester)					
MAR 22	AP Workshop 3 8a-5p					
MAR 23	AP Workshop 4 8a-5p					
MAR 29	R2 W deadline					
MAR 30-31	SPRING BREAK					

<b>April 2026</b>						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

<b>APRIL 2026</b>						
APR 1-3	SPRING BREAK					
APR 5	16-wk course W deadline					
APR 6	AP Workshop 5 8a-5p					
APR 10	SUMMER 2026 AP WORKSHOP applications close					
APR 12	Last day to drop Spring ADN courses to qualify for pro-rated refund					
APR 19	Spring 2026 ADN 5-wk R2 ends (2nd & 3rd semester)					
APR 20	Spring 2026 ADN 5-wk R3 starts (2nd & 3rd semester)					
APR 20	AP Workshop 6 8a-5p					

<b>May 2026</b>						
Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

<b>MAY 2026</b>						
MAY 4	AP Workshop 7 8a-5p					
MAY 10	R3 W deadline					
MAY 18	AP Workshop 8 8a-5p (last spring workshop)					
MAY 24	<b>LAST DAY OF SPRING 2026 ADN TERM</b>					
MAY 25	HOLIDAY - MEMORIAL DAY					
MAY 31	Spring 2026 grades posted					

<b>June 2026</b>						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

<b>JUNE 2026</b>						
JUN 1	SPRING 2027 ADN applications open					
JUN 19	HOLIDAY - JUNETEENTH					
JUN 29	Summer AP Workshop 1 8a-5p					

## UNITED NURSING COLLEGE

### FALL 2025 ACADEMIC CALENDAR (Online ACE/RN-BSN and General Education)

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JULY 2025	
JUL 7	S1 8-wk and 10-wk online courses start
JUL 13	S1 Drop/full refund deadline
JUL 20	ACE BSN W/pro-rated refund deadline

August 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST 2025	
AUG 10	S1 8-wk courses W/pro-rated refund deadline
AUG 17	S1 10-wk courses W/pro-rated refund deadline
AUG 17	Last day of ACE BSN courses
AUG 31	Last day of S1 8-wk courses

September 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

SEPTEMBER 2025	
SEP 7	S1 8-wk course grades posted
SEP 14	Last day of S1 10-wk courses
SEP 15	S2 8-wk and 10-wk online courses start
SEP 21	S1 10-wk course grades posted
SEP 21	S2 Drop/full refund deadline

October 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

OCTOBER 2025	
OCT 19	S2 8-wk courses W/pro-rated refund deadline
OCT 26	S2 10-wk courses W/pro-rated refund deadline

November 2025						
Su	M	Tu	W	Th	F	Sa
					1	
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

NOVEMBER 2025	
NOV 2	DST ends 2am - set clocks back one hour
NOV 9	Last day of S2 8-wk courses
NOV 16	S2 8-wk course grades posted
NOV 23	Last day of S2 10-wk courses
NOV 30	S2 10-wk course grades posted

December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DECEMBER 2025	

**UNITED NURSING COLLEGE**

**SPRING 2026 ACADEMIC CALENDAR (Online ACE/RN-BSN and General Education)**

<b>January 2026</b>						
Su	M	Tu	W	Th	F	Sa
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**JANUARY 2026**

<b>February 2026</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

**FEBRUARY 2026**

<b>March 2026</b>						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**MARCH 2026**

<b>April 2026</b>						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**APRIL 2026**

<b>May 2026</b>						
Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**MAY 2026**

<b>June 2026</b>						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**JUNE 2026**

JUN 7 S4 10-wk courses W/pro-rated refund deadline  
 JUN 8 ACE BSN courses start (UD GE only)  
 JUN 14 ACE/BSN drop deadline  
 JUN 21 Last day of S4 8-wk courses  
 JUN 28 S4 8-wk course grades posted

## SECTION 2: ADMISSIONS

### Admissions Policy for the ADN Program

Students will be considered for admission to the Associate Degree in Nursing (ADN) program after meeting the following criteria:

- Must be 18 years of age
- Meet with an admissions representative (before or after filling out the application)
- All applicants must hold a diploma from an accredited high school or the recognized equivalent, e.g., General Education Development (GED) certificate. Provision of any one of the following documents will satisfy the high school diploma requirement:
  - A copy of an accredited high school diploma
  - A copy of the final official accredited high school transcript that shows the date when the diploma was awarded
  - A copy of the GED certificate or GED transcript that indicates passage of the exam, or a state-authorized high school equivalent certificate
  - A copy of an academic transcript that indicates successful completion of an associate degree or higher from an institution accredited by an accrediting agency recognized by the United States Department of Education
  - A copy of a credential for completion of a homeschool secondary school program equivalent to a high school diploma per state law
  - A copy of Form DD214 indicates the holder is a high school graduate.
- High school diplomas must be granted by (1) an institution (or program in the case of a homeschooled applicant) recognized by the Department of Education in the state in which the applicant acquired the diploma, or (2) an institution accredited by an accrediting agency that is recognized by the U.S. Department of Education.
- Applicants who possess an AA or AS degree from a foreign college or nursing program must also:
  - provide a translation and official evaluation of their degrees and diplomas awarded by foreign schools must be translated and evaluated for U.S. high school education equivalency (at applicant expense) before being accepted.
- Please read and complete the following steps:
- Complete your prerequisite courses
  - Applicants must have completed anatomy and physiology within seven (7) years of enrollment.
    - Applicants whose anatomy and physiology are older than seven (7) years must enroll in the institution's online refresher courses (A&P 1 refresher and A&P 2 refresher)
  - Microbiology does not expire
  - Applicants must complete general education prerequisite courses before application.
    - Students who need to take UNC's anatomy and physiology refresher courses for recency may apply providing they are enrolled in the refresher course(s).

- Applicants must have a 2.5 GPA or greater in prerequisite science courses (Human Anatomy, Physiology, General Microbiology).
  - Applicants must have a 2.0 GPA or greater in prerequisite general education courses (English Composition, College Algebra I, Sociology, Psychology, Speech Communication, & Humanities).
- Contact our admissions team to learn more about scheduling your Health Education Systems Inc. Admissions Assessment (HESI A2).
  - 951-526-1033
  - [info@uunursing.com](mailto:info@uunursing.com)
- Take the HESI A2. Secure online testing is now available.
  - The university will also accept the HESI A2 admissions test scores from applicants taken at outside institutions for consideration of admission into the nursing program. For the HESI A2 to be considered for entry into the program, the applicant must have achieved a score of 70% or higher.
  - If unsuccessful on the first exam attempt, applicant is encouraged to remediate prior to retaking the exam. UUN/UNC is not responsible nor involved in an applicant's own remediation plan or process through HESI.
  - Applicants may take the HESI A2 up to 2 times within a 365-day period (at the student's expense), prior to the application period. The highest score will be used.
  - HESI exams dated within 2 years of application will be considered.
- Complete an online application for the Associate of Science in Nursing degree program.
  - All documents submitted with the online application should be unofficial.
- Applications will be evaluated as follows:
- UNC's admissions team will complete the Admissions Criteria Worksheet by placing scores for relevant experiences, GPA, prerequisite courses, etc.
- Based on the total score, the applicant will be ranked among the other applicants applying for admission to the program with the current cohort.
- Applicants with the highest number of combined points who have met the minimum requirements for admission to the ADN program will be accepted for admission. Should an opening occur, the applicant with the next highest number of combined points may be accepted for admission.
- Those who are not admitted to the current cohort may reapply to be considered for admission to a subsequent cohort.
- Upon acceptance to the program:
  - Submit an official transcript of record showing possession of a high school diploma or its equivalent, such as a GED, from an accredited secondary school or an associate degree or higher from an accredited college or university.
  - Submit Official Transcripts of all courses taken at high schools, colleges, and universities.

- We will accept official transcripts via mail or email. If emailed, they must come directly from your school or Parchment.
- Email: [records@uunursing.com](mailto:records@uunursing.com)
- Mailing address: 35100 Makena Ave. Ste#202, Murrieta, CA 92563
- Applicants will be notified of admission to the program by email.
- Applicants who are not admitted to the ADN program may reapply. We recommend contacting our admissions team to discuss options for raising admission points.
  - 951-526-1033
  - [info@uunursing.com](mailto:info@uunursing.com)

## **Admissions Policy for Advanced Placement**

The Advanced Placement (AP) Pathway is designed and built specifically for qualified Military Healthcare Professionals, Licensed Vocational Nurses and Paramedics who want to transition to their ADN degree. Successful completion of our entire workshop series is required prior to applying to the highly competitive Advanced Placement Pathway. The series is skillfully designed with didactic and laboratory instruction and will evaluate student readiness for Advanced Placement into the ADN Program.

To register for the Advanced Placement Workshop Series, students must have already completed and met United Nursing College's general admission requirements. Points earned in the workshop series will be converted to a point system and added to the application criteria for admission into the Advanced Placement Pathway. **The workshop series does not guarantee admission into the Advanced Placement Pathway; however, the certificate of completion is valid for two years.**

As part of the workshop series, students can expect the following:

- Examinations (4)
- Math Competency Exam (1)
- Skills Validations (3)

1. Must have Certificate of Completion from Advanced Placement Workshop series.
  - a. Placement is on a point-based system and subject to seat availability
2. Must have current and unencumbered license in California.
3. Must have the equivalent of one year of full-time work experience within the last 3 years.
4. Must have a cumulative GPA of 2.5 in the science prerequisites.
5. Must have a cumulative GPA of 2.0 in the general education prerequisites.
6. Must be 18 years old.
7. Must have a high school diploma or equivalent.
8. Must be a legal resident of the United States.
9. Must provide official transcripts of all past course work upon application

## **Admissions Policy for RN to BSN Program**

Registered Nurses or Nursing students will be considered for admission to the RN to BSN program after meeting the following criteria:

- Provide evidence of current, unrestricted licensure to practice professional nursing (not required for concurrent ADN student enrollment)
- Meet with an admissions representative (before or after filling out the application)
- Submit official transcripts of record from an accredited institution demonstrating Achievement of one the following:
  - A.A or A.S. degree in Nursing, OR
  - Successful completion of a minimum of one semester of an ADN nursing program with a GPA of 2.0 or greater
- Official transcripts of all colleges attended to include:
  - All prerequisite courses
- Applicants who possess an AA or AS degree from a foreign college or nursing program must also:
  - Provide a translation and official evaluation of their degree before consideration for admission at applicant's expense.
- Applicants must also have completed a statistics course at an accredited college or university.
  - Should this item be missing from the application, the student may opt to take UNC's Biostatistics course along with the core nursing courses in the program
- Students must be able to use basic computer skills to participate in online distance education classes that require computer and internet access.

## **Acceptance of Credit Policies**

Students who have completed coursework at a university or college that is regionally or nationally accredited by an agency recognized by the United States Department of Education may request an evaluation for transfer credit.

Acceptance of credit may be awarded credit if the course:

- Includes the same or similar content;
- Requires the same or similar prerequisite course work;
- Is equivalent in learning and hour components;
- Is offered at the same level of instruction;
- Has been completed with a grade of C (or better);
- Has a P/Pass grade and the minimum required grade to earn a pass is equivalent to a C (or better);
- Meets any program-specific transfer credit requirements.
- ADN prelicensure nursing course work completed at other university or college must be completed within 1 year of enrollment.

To receive an evaluation for transfer credit, students must:

- Provide the institution with all official transcripts, course descriptions, and/or course syllabi (if requested) prior to enrollment. Failure to do so results in the forfeiture of any and all future transfer credit requests.

- Official transcripts can be sent directly from a school or delivered in person by the student. Seals must be unbroken, and the transcript must bear the official seal and/or signature of the registrar of the school sending the transcript.
- For military veterans, the DD214 and accompanying documentation will serve as a transcript for the evaluation of a course of study or training in the Armed Forces.
- Students seeking re-enrollment may request an evaluation of transfer credit for courses taken preceding dismissal or withdrawal and prior to re-enrollment.
- Under no circumstances will an unofficial transcript be accepted for evaluation of transfer credit.

If a student chooses to decline credit for any course for which the student is eligible to receive transfer credit, the student will document the declination/waiving of credit on the institution's waiver form to be filed in the student's record. The student must accept or decline transfer credit prior to enrollment in the program for which transfer credit was requested. U.S. Military Service Courses Students may be awarded transfer credit for DANTES education courses that have been completed if the courses are consistent with the institution's policy on awarding credit.

### **Ability-to-Benefit Examination and CLEP Assessments**

United Nursing College does not have nor recognizes the Ability to Benefit Examination and does not accept CLEP assessments as an alternative qualification for enrollment/admission to UNC.

### **AP Minimum Scores and General Education Equivalencies**

A student may receive credit for coursework if they achieved a minimum score of 3 in AP Calculus AB, AP Calculus BC, AP English Language and Composition, AP English Literature and Composition, AP Psychology and AP Statistics.

### **Articulation Agreements**

This institution has not entered into any transfer or articulation agreements with any other school for the currently offered programs.

### **Experiential Learning Credit Policy and Procedure**

Former and current military service personnel, licensed vocational nurses, paramedics, and psychiatric technicians may receive credit for experiential learning providing they meet certain criteria.

1. Licensed Vocational Nurses will receive credit for passing the state LVN licensure examination
  - a. An active and unencumbered license will allow for the applicant to waive the completion of the institution's entrance examination (HESI A2)
2. Veterans will receive credit for N100 for the following: Basic Medical Technician Corpsman (Navy HM or Air Force BMTCP), Army Healthcare Specialist (68W Army Medic) or Air Force Independent Duty Medical Technician (IMDT 4NOX1C).

To receive credit for prior experience and learning, the student must complete the following:

1. LVNs and paramedics shall provide official transcripts and proof of valid, unencumbered California licensure.
2. Military veterans shall provide a copy of their DD214 and accompanying documentation to serve as a transcript for the evaluation of a course of study or training in the Armed Forces.
3. All applicants must first complete the institution's mandatory workshop series and complete all competencies prior to being considered for an advanced placement admission.

Should the request for credit be denied, the student may file an appeal by completing the following:

1. The student shall submit a written appeal to the Director of Nursing within 30 calendar days of receiving the formal letter of credit denial.

The Director of Nursing shall be responsible for determining the final credit award.

The fee for assessment of prior experience is included in the application fee.

## **International Students**

United Nursing College will accept qualified applicants from other countries; however, the institution does not provide visa services or vouch for student status. All classes at United Nursing College are taught in English. United Nursing College does not provide courses in ESL (English as a Second Language).

### ***International Students Admission Policy and Procedure***

United Nursing College welcomes applications from qualified international students who wish to enroll in the nursing program. Admission of international students is conducted in compliance with all institutional, state, and federal regulations, including those of the California Board of Registered Nursing (BRN), the Bureau for Private Postsecondary Education (BPPE), and the Accrediting Bureau of Health Education Schools (ABHES).

International applicants must meet the same academic and professional standards required of all students and provide evidence of English language proficiency and educational equivalency to U.S. secondary and postsecondary standards.

- Students must have all foreign academic transcripts evaluated by a credential evaluation service that is a member of the National Association of Credential Evaluation Services (NACES) to verify equivalency to U.S. educational standards.
  - Current members of NACES can be found in the link of the footer on UNC's website, "International Students"
  - A discount is provided to those students utilizing the UNC SpanTran application
    - Direct link provided on UNC's website in the footer
- Applicants whose primary language is not English must demonstrate English proficiency through a recognized examination such as TOEFL or IELTS:
  - Paper-based format: 470
  - Computer-based format: 150
  - Internet-based format: 52
- Proof of legal residency or appropriate visa status must be provided prior to enrollment.
- Admission decisions are based on meeting all institutional and program-specific entry requirements.

## Schedule of Total Charges

Spring 2026 Pre-licensure Associate Degree in Nursing Program Pricing

<b>Semester 1 - NURS 100 (10 units)</b>	
<b>Institutional Fees</b>	
Student Tuition (\$1,649/unit)	\$16,490
Non-Refundable Application Fee	\$75
Assessment Fee for Transfer of Credits	\$150
Textbooks (estimated)	\$150
Skills lab kit	\$250
Learning Management Systems	\$1,200
Non-refundable Student Tuition Recovery Fund (STRF) (\$0.00 per \$1000)	\$0
<b>Non-Institutional Fees</b>	
Complio subscription	\$69
American Databank background check and drug screen	\$69
<b>Total Charges - Semester 1</b>	<b>\$18,414</b>
<b>Semester 2 - NURS 110, NURS 120P, NURS 130MS (9 units)</b>	
<b>Institutional Fees</b>	
Student Tuition (\$1,649/unit)	\$14,841
Textbooks (estimated)	\$150
Skills lab kit	\$125
Learning Management Systems	\$1,200
<b>Total Charges - Semester 2</b>	<b>\$16,316</b>
<b>Semester 3 - NURS 210B, NURS 220G, NURS 230MS (9 units)</b>	
<b>Institutional Fees</b>	
Student Tuition (\$1,649/unit)	\$14,841
Textbooks (estimated)	\$150
Skills lab kit	\$125
Learning Management Systems	\$1,200
<b>Total Charges - Semester 3</b>	<b>\$16,316</b>
<b>Semester 4 - NURS 240 (8.5 units)</b>	
<b>Institutional Fees</b>	
Student Tuition (\$1,541/unit)	\$14,016.50
Textbooks (estimated)	\$150
Skills lab kit	\$125
Learning Management Systems	\$1,200
<b>Total Charges - Semester 4</b>	<b>\$15,491.50</b>
<b>Total Estimated Program Charges</b>	<b>\$66,537.50</b>

Spring 2026 Advanced Placement Pathway Pricing Breakdown

<b>Required Fees - Paid in Initial Semester</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Non-Refundable Application Fee	\$75
Assessment Fee for Transfer of Credits	\$150
Non-refundable Student Tuition Recovery Fund (STRF) (\$0.00 per \$1000)	\$0
<b>Non-Institutional Fees</b>	
Complio subscription	\$30
American Databank background check and drug screen	\$69
<b>Total Charges - Semester 1</b>	<b>\$324</b>
<b>Semester 1 - NURS 100 (10 units)</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Student Tuition (\$1,649/unit)	\$16,490
Textbooks (estimated)	\$150
Skills lab kit	\$250
Learning Management Systems	\$1,200
<b>Total Charges - Semester 1</b>	<b>\$18,414</b>
<b>Semester 2 - NURS 110, NURS 120P, NURS 130MS (9 units)</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Student Tuition (\$1,649/unit)	\$14,841
Textbooks (estimated)	\$150
Skills lab kit	\$125
Learning Management Systems	\$1,200
<b>Total Charges - Semester 2</b>	<b>\$16,316</b>
<b>Semester 3 - NURS 210B, NURS 220G, NURS 230MS (9 units)</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Student Tuition (\$1,649/unit)	\$14,841
Textbooks (estimated)	\$150
Skills lab kit	\$125
Learning Management Systems	\$1,200
<b>Total Charges - Semester 3</b>	<b>\$16,316</b>
<b>Semester 4 - NURS 240 (8.5 units)</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Student Tuition (\$1,649/unit)	\$14,016.50
Textbooks (estimated)	\$150
Skills lab kit	\$125
Learning Management Systems	\$1,200
<b>Total Charges - Semester 4</b>	<b>\$15,491.50</b>

Spring 2026 RN to BSN Program Pricing

<b>RN to BSN Program Pricing</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Student Tuition (\$148/quarter unit) • 10 core nursing courses (54 total quarter units)	\$7,992
Non-Refundable Application Fee	\$75
Assessment Fee for Transfer of Credits	\$100
Textbooks (estimated)	\$650
LMS - Canvas	\$50
Non-refundable Student Tuition Recovery Fund (STRF) (\$0.00 per \$1000)	\$0
<b>Total Charges</b>	<b>\$8,867</b>

<b>Optional Upper Division General Education Course: BIO 465 Exercise and Nutrition Physiology (10 weeks) (6 qtr. units)</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Student tuition (\$133/quarter unit)	\$798.00
Lab Fee	\$69.00
Textbooks (estimated)	\$75.00
Schedule of Total Charges for Period of Attendance	\$873.00

<b>Optional Upper Division General Education Course: BST 460 Biostatistics (10 weeks) (6 qtr. units)</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Student tuition (\$133/quarter unit)	\$798.00
Textbooks (estimated)	\$75.00
Schedule of Total Charges for Period of Attendance	\$873.00

<b>Optional Upper Division General Education Course: ENG 450 Critical Reasoning and Advanced Composition (10 weeks) (6 qtr. units)</b>	
<b>Institutional Fees</b>	<b>Amount</b>
Student tuition (\$133/quarter unit)	\$798.00
Textbooks (estimated)	\$75.00
Schedule of Total Charges for Period of Attendance	\$873.00

**Optional Upper Division General Education Course:  
PSY 400 Psychopathology (10 weeks) (6 qtr. units)**

<b>Institutional Fees</b>	<b>Amount</b>
Student tuition (\$133/quarter unit)	\$798.00
Textbooks (estimated)	\$75.00
Schedule of Total Charges for Period of Attendance	\$873.00

**Optional Non-Transferable Course:  
AP 100 Anatomy & Physiology I Refresher (8 weeks) (3 qtr. Units)**

<b>Institutional Fees</b>	<b>Amount</b>
Student tuition (\$133/quarter unit)	\$399.00
Textbooks (estimated)	\$60.00
Schedule of Total Charges for Period of Attendance	\$459.00

**Optional Non-Transferable Course:  
AP 101 Anatomy & Physiology II Refresher (8 weeks) (3 qtr. Units)**

<b>Institutional Fees</b>	<b>Amount</b>
Student tuition (\$133/quarter unit)	\$399.00
Textbooks (estimated)	\$60.00
Schedule of Total Charges for Period of Attendance	\$459.00

**Student Tuition Recovery Fund (STRF)**

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 1747 North Market Blvd., Suite 225, Sacramento, California, 95834, (916) 574-8900 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss because of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

*Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Sections 94923, 94924 and 94925, Education Code.*

## **Student Application for Refund of STRF funds**

A student seeking reimbursement under the Fund shall submit an application to the Bureau, either in English or Spanish, using the Application for Student Tuition Recovery Fund (STRF App Rev. 11/20) or the Solicitud al Fondo de Recuperación de Matrículas para Estudiantes (STRF App Rev. 11/20), which are hereby incorporated by reference. The application is signed under penalty of perjury that the statements the applicant makes in the application are true and correct and all submitted supporting documents are true and correct copies of originals.

(b) The application must be completed and received by the Bureau, with sufficient supporting documents reasonably necessary to the Bureau's evaluation of the application.

(1) The application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF, unless the student was either enrolled at a California campus of a Corinthian Colleges, Inc., institution or was a California student enrolled in an online program offered by an out-of-state campus of a Corinthian Colleges, Inc., institution, if (a) the student would otherwise meet one of the eligibility requirements for a STRF payment, and they were residing in California and attending a campus of Corinthian Colleges, Inc., institution on or after January 1, 2010; or (b) the student was enrolled as of June 20, 2014, or withdrew within 120 days of that date, and did not complete the student's program at the institution.

(2) A student whose loan is revived by a loan holder or debt collector after a period of non-collection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

(c) The Bureau may conduct an investigation to verify whether to grant or deny a claim and may request any additional information or supporting documentation.

Note: Authority cited: Sections 94803, 94877 and 94923, Education Code. Reference: Sections 94870 and 94923, Education Code.

A student seeking reimbursement under the Fund shall file a written application on the Bureau's Student Tuition Recovery Fund Application Form signed under penalty of perjury that the form and all attachments are true and correct, which includes the following information

1. The student's name, address, telephone number, email address, and social security number or taxpayer identification number
2. If any portion of the total charges were paid from the proceeds of a loan, the name of the lender, and any state or federal agency that guaranteed or reinsured the loan
3. Proof of the amount and description of the student's economic loss for the educational program, and the amount of the student's claim
4. Proof of the date the student started and ceased attending the institution

5. A description of the reasons the student ceased attending the institution, or if the student graduated, date of graduation
6. The student's or borrower's authorization to allow the Bureau to negotiate with any lender, holder, guarantee agency, or the U.S. Department of Education on the student's behalf to reduce the loan obligation
7. The student's authorization to allow the Bureau to issue a payment directly to any lender, holder, guarantee agency, or the U.S. Department of Education on the student's behalf
8. An assignment to the Fund and the Bureau of the student's rights to collect those funds against the institution if any payment issues as a result of the application
9. The institution name, address and phone number in which where the students attended
10. Proof that the student was a California resident at time of enrollment, or was enrolled in a residency program
11. Proof that the student paid into the STRF
12. If the student took an approved leave of absence, and documentation of the approval
13. Whether the student has previously applied for STRF reimbursement
14. Whether the course of study or portion completed prepared the student to take a state or national licensure exam
15. If the student transferred to another school, a list of all classes or units transferred

\*Students whose total charges are paid by a third-party payer are not eligible to apply for payment by the Fund.

The application must be fully completed and received by the Bureau, with supporting documents that include, but need not be limited to, the enrollment agreement, promissory notes, if any, and any receipts, within two years from date of the closure notice explaining the student's rights under STRF, whether provided by the institution or the Bureau, or a maximum of four years if the student received no closure notice.

### **Claims Amount, Payment, and Denial**

Per California Code of Regulations § 76210: A student seeking reimbursement under the Fund that includes student loans as part of the claim shall make reasonable attempts to obtain a loan discharge directly from the loan holder before the Bureau will complete the processing of the student's application for payment under section 76200.

The Bureau may negotiate with a lender, holder, guarantee agency, or the U.S. Department of Education for the full compromise or write-off of student loan obligations to relieve students of economic loss and, if possible, to reduce the liability of the Fund for the payment of claims.

The Bureau may pay a student's claim directly to the lender, holder, guarantee agency, or U.S. Department of Education as permitted by law.

If the Bureau grants the claim, the amount of the payment is measured by the total amount of the student's economic loss, as defined in Section 76000, less the amount of any refund, reimbursement, indemnification, restitution, compensatory damages, settlement, debt forgiveness, discharge, cancellation, compromise or any other benefit received by, or on

behalf of, the student that is related to the economic loss. The amount of the payment is not dependent on, or necessarily limited to, the amount of refund the student would have received from the institution if the student had voluntarily withdrawn. The Bureau cannot pay any claim to or for a student without a social security number or a taxpayer identification number.

In addition to the reductions above, the Bureau may reduce the amount of the payment by the value of the benefit, if any, of the education obtained by the student before the closure of the institution.

For a student who suffers educational opportunity loss whose charges were paid by a third-party payer, the Bureau will pay the student's charges at a subsequent institution up to the original third-party payer benefit once the student has exhausted his or her eligibility with the original third party-payer benefit. The subsequent institution must be eligible to receive the same third-party payer benefit as the original institution or program, and the Bureau must have evidence of the student's enrollment at the subsequent institution.

If a student participated in a teach-out, the following conditions also apply:

- If the student withdraws from the teach-out institution within the first two weeks of enrollment, the student's economic loss is calculated as though the student never received the teach-out.
- If the student withdraws from the teach-out institution after the first two weeks of enrollment, the student's economic loss includes only a pro rata portion of charges for the hours of the education service paid for, but not received from, either institution.
- If the teach-out institution provides all the remaining instruction that the closed institution had represented it would provide, the student's economic loss shall not include any amount the student paid to the closed institution specifically for instruction.
- Regardless of participation in a teach-out, a student may recover economic losses other than those specifically related to the instruction.

Upon payment of the claim, all the student's rights against the institution for that amount of payment shall be deemed assigned to the Bureau.

If the Bureau denies the claim, or reduces the amount of the claim, the Bureau may informally consider a written appeal and modify its decision.

If a written appeal is not received by the Bureau within 60 calendar days from the date of the decision, the Bureau's decision shall be final.

## **STUDENT'S RIGHT TO CANCEL**

**The student has the right to cancel and obtain a refund of charges paid through attendance at the first class session, or the seventh day after enrollment, whichever is later.**

**You have until: \_\_\_/\_\_\_/\_\_\_ to cancel this enrollment agreement.**

### **Enrollment Agreement Cancellation Policy**

The student may cancel the enrollment agreement and obtain a refund of charges paid, less the non-refundable application fee and STRF fee, if canceled on or before the first class session, or the seventh day after enrollment, whichever is later.

### **Enrollment Agreement Cancellation Refund Policy**

Enrollment agreement cancellations will result in a refund, less the non-refundable application fee and STRF fee, if the initiation and completion of the cancellation meets the above documented deadlines and follows the following procedure. Refunds will be issued within 45 days of the date of cancellation.

### **Enrollment Agreement Cancellation Procedure**

The procedure to cancel the enrollment agreement is as follows:

- The student must notify the Admissions and Program Supervisor, Christie Maranville by email at [cmaranville@uunursing.com](mailto:cmaranville@uunursing.com) or by phone at 951-526-1033 with their request to cancel the enrollment agreement on or before the first class session, or the seventh day after enrollment, whichever is later.
- The cancellation is effective on the date email notification is sent.
- The student must then complete and submit the UNC Enrollment Agreement Cancellation form to Christie Maranville by email at [cmaranville@uunursing.com](mailto:cmaranville@uunursing.com) within 48 hours of notification.
- The refund will be issued to the student within 45 days of the date of cancellation, less the non-refundable application fee and STRF fee, if the initiation and completion of the cancellation meets the required deadlines and follows this procedure.

### **Cancellation, Withdrawal, and Failed Course Refund Policy and Procedure**

A cancellation or withdrawal from the program will result in a refund of 100%, less the non-refundable application/enrollment fees and STRF fee, if the initiation and completion of the cancellation or withdrawal is made through the appropriate program director as follows:

- Traditional (face-to-face), hybrid courses, and online courses:
  - 16 week courses: students have the right to cancel the enrollment agreement and receive a full refund by 5 pm the seventh day after enrollment.
  - 10 week courses: students who withdraw before the end of week 6 are eligible for a partial refund, calculated on a daily pro-rated basis.
  - 8 week courses: students who withdraw before the end of week 5 are eligible for a partial refund, calculated on a daily pro-rated basis.
  - 5 week courses: students have the right to cancel the enrollment agreement and receive a full refund by 5 pm the seventh day after enrollment.

Refunds given for cancellation or withdrawals after the deadlines stated above will be prorated up to date wherein 60% of the course has been completed.

- Asynchronous distance courses: the student has the right to cancel the enrollment agreement and receive a full refund before the first lesson and materials are received. Thereafter, the student must request in writing transmission of all lessons and materials, once full payment for the educational program is received by UNC. If a student cancels or withdraws from the program after having received all course materials, the institution is not obligated to refund any portion of tuition paid.
- The student who cancels or withdraws from an asynchronous, distance course after receiving the first lesson and materials, but prior to receiving the remaining course materials, shall receive a refund within 45 days after students return of course materials.
- Failed course:
  - Students who do not successfully pass a course will be eligible for a prorated refund, up to the date of 60% of the course, per UNC's refund policy
  - Students must first return the college scrubs and ID badge prior to the initiation of a pro-rated refund

Faculty members have the right to initiate a student withdrawal from a course due to student's conduct, including, but not limited to, a student's lack of attendance. Students who are dismissed after the withdrawal/cancellation dates as listed above will not receive a refund. See Attendance Policy for further details.

### **Procedure**

The procedure to cancel or withdraw from the ADN or RN to BSN program is as follows:

- The nursing student must email the Director of Nursing with their request to cancel or withdraw from the program. Cancellation is effective on the date email notification is sent.
- The nursing student must complete and submit the Cancellation/Withdrawal form within 48 hours of emailing the Director of Nursing.

Tuition liability is divided by the number of terms in the program. Total tuition liability is limited to the term during which the student withdrew or was terminated, and any previous terms completed.

The student who obtains a loan to pay for an educational program will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

The student who defaults on a federal, if applicable, or state loan, both of the following may occur:

- The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed to the loan.
- The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance until the loan is repaid.

## **Grading Scale**

A	100-94%
A-	93.99-90%
B+	89.99-87%
B	86.99-84%
B-	83.99-80%
C+	79.99-77%
C	76.99-74%
C-	73.99-70% (70% required for progression)

## **Credit and Clock Hour Definition**

### **Credit Hour Definition (Carnegie Unit Standard)**

A credit hour is an amount of work represented in intended learning outcomes and verified by evidence of student achievement that reasonably approximates:

- One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately 15-16 weeks for one semester or trimester hour of credit, or 10-12 weeks for one quarter hour of credit; or
- An equivalent amount of work for other academic activities such as laboratory work, clinical experience, practicum, or other academic work leading to the award of credit hours.

This institution uses the Carnegie Unit as the basis for determining credit hour equivalencies.

## **Withdrawal and Failed Course Transcript Policy**

At United Nursing College (UNC), we are committed to maintaining transparency regarding transcript notations for dropped, withdrawn, or failed courses. This policy outlines the guidelines for how these actions are recorded on student transcripts to ensure clarity for students, faculty, and administration. This policy ensures students have clear timelines for making enrollment decisions and understanding how these decisions affect their academic records.

### **Transcript Notations**

#### 1. Dropping a Course (No Transcript Notation)

Students may drop a course without any notation appearing on their transcript if they do so by 11:59 PM on the seventh day after the class start date. This applies uniformly across all course lengths:

- 16-week courses: Drop by Day 7 after class start
- 10-week courses: Drop by Day 7 after class start
- 8-week courses: Drop by Day 7 after class start
- 5-week courses: Drop by Day 7 after class start

#### 2. Withdrawing from a Course ("W" grade on transcript):

Students who withdraw from a course after the drop period but before the designated withdrawal deadline will receive a grade of "W" on their transcript, indicating withdrawal without impact on GPA. The withdrawal period varies by course length:

- 16-week courses: Week 2 through end of Week 9
- 10-week courses: Week 2 through end of Week 5
- 8-week courses: Week 2 through end of Week 4
- 5-week courses: Week 2 through end of Week 3

3. Failing a Course ("F" grade on transcript):  
Students who withdraw after the withdrawal deadline or do not successfully complete the course will receive an "F" grade on their transcript, indicating course failure, which will impact GPA. The failure periods are as follows:

- 16-week courses: After Week 9
- 10-week courses: After Week 5
- 8-week courses: After Week 4
- 5-week courses: After Week 3

To officially cancel or withdraw from a course, please see Cancellation, Withdrawal, and Failed Course Refund Policy and Procedure above.

Any student that does not provide official notification of their intent to withdraw and is absent for more than seven consecutive calendar days, fails to maintain satisfactory academic progress, fails to comply with the school's attendance and/or conduct policy, does not meet financial obligations to the school, or violates conditions mentioned in the School contractual agreement, will be subject to termination and considered to have unofficially withdrawn.

If the student has received federal student financial aid funds, the student is entitled to refund of monies not paid from federal student financial aid program funds.

The student who obtains a loan to pay for an educational program will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

The student who defaults on a federal or state loan, both of the following may occur:

- The federal or state government or a loan guarantee agency may take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed to the loan.
- The student may not be eligible for any other federal student financial aid at another institution or other government financial assistance until the loan is repaid.

Tuition liability is divided by the number of terms in the program. Total tuition liability is limited to the term during which the student withdrew or was terminated, and any previous terms completed.

In the event a student decides to rescind his or her official notification to withdraw, the student must provide a signed and dated written statement indicating he/she is continuing his or her program of study and intends to complete the payment period. If the student subsequently fails to attend or ceases attendance without completing the payment period, the student's withdrawal date is the original date of notification of intent to withdraw.

## **Financial Aid**

United Nursing College does not currently participate in federal and state financial aid programs.

Students enrolled in an unaccredited institution are not eligible for federal financial aid programs.

United Nursing College does not provide private loans to students. Students are responsible for obtaining their own program funding.

## **Loan Repayment**

A student who obtains a loan to pay for an educational program will have to repay the full amount of the loan plus interest, less the amount of any refund.

## **Payment Plan Option**

United Nursing College offers students an array of interest-free internal payment plans to assist with managing educational expenses. These plans allow students to divide tuition and fees into scheduled payments over the duration of the academic term.

Participation in the payment plan does not involve any external financing or credit extension. All payments are made directly to the College under the terms outlined in the student's promissory note and disclosure agreement. There are no interest charges or finance fees associated with this plan.

Students who elect to use a payment plan must remain current with all scheduled payments to continue enrollment and participate in courses, clinical rotations, or graduation activities. Payment schedules and terms are detailed in the payment plan Promissory notes and Disclosures provided by the Operations Manager prior to the start of each term.

## **SECTION 3: STUDENT SERVICES**

### **New Student Orientation**

To support students, United Nursing College offers multiple services, including orientation to programs. During orientation sessions, students will be walked through each facet of the institution's academic community. Students will review their chosen program, schedule, and the facilities and resources available. Distance and hybrid education students will complete their orientation online through their learning management system. Traditional education students will complete their orientation in person on campus.

### **ADA Service (Policy and Procedure)**

United Nursing College is committed to providing equal access to education for all individuals. We do not discriminate in admission or access to our programs on the basis of age, race, color, sex, disability, religion, sexual orientation, or national origin. The college complies fully with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act (ADA) of 1990.

- Students with documented disabilities may request academic accommodations by submitting a formal request to the institution's ADA/Section 504 Coordinator, Dr. Adam E. Rowland. The coordinator will work collaboratively with students to determine the availability and effectiveness of reasonable accommodations. While instructors need to be aware of accommodations that affect their classes, they are not involved in reviewing documentation or determining eligibility. The ADA Coordinator—not the instructor—is solely responsible for reviewing documentation, determining eligibility, and communicating directly with faculty about implementation.

## **Accommodation Request Procedure**

- **Submit the Request Form**  
Complete and submit the **Disability Accommodation Request Form** to the ADA/Section 504 Coordinator using one of the following means:
  - In person
  - Fax to 951.574.4196
  - Email [accommodations@uunursing.com](mailto:accommodations@uunursing.com)
  - **Student-submitted copies (including photocopies or digital images) will not be accepted.**
- **Documentation Requirements**
  - The form must be completed by a licensed physician, licensed psychologist, educational evaluator, or other professionals qualified to assess the student's condition.
  - A signed letter from a physician may be accepted if it includes specific, clear accommodation recommendations.
- **Submission Timeline**  
All documentation must be submitted **at least seven (7) days** before the accommodation is needed.
- **Response Timeline**  
The ADA/Section 504 Coordinator will review and respond to accommodation requests **within three (3) business days** of receiving the completed form. The coordinator will also notify the student and relevant instructor(s) within this timeframe.

## **Appeals, Reconsideration, and External Appeal Rights**

- If a student wishes to request reconsideration of the decision:
- Submit a written appeal to the Dean of Educational Services (DES), Dean of Nursing, or Director of Nursing **within one (1) week** of receiving the notice from the coordinator.
- Include a statement outlining the reason for the appeal and any additional relevant information.
- Students may file a complaint with the U.S. Department of Education's Office for Civil Rights (OCR) if they believe their request was improperly handled or denied.

## **Implementation and Opt-Out**

- Once approved, **all recommended accommodations must be provided** in full; students may not select only certain accommodations.
- If a student chooses to decline support, they must complete and sign an official **Opt-Out Form**.
- To request future accommodations after opting out, a **new Disability Accommodation Request Form** with updated documentation must be submitted.

## **Pregnancy**

- Students may be exposed to infectious diseases and chemicals in the clinical setting. This has the potential to harm a growing fetus. Additionally, there are physical and mental requirements (see Supplemental Medical Guidelines) to be considered. Please consider discussing this with your instructor.
- A pregnant student may remain active in the nursing program or the medical assistant program if they can meet the weekly laboratory objectives and her attendance record remains satisfactory. A pregnant student is expected to meet the same objectives as all other students in theory, clinical, or practicum.

### *Antepartum-Recommendations*

- The student has the responsibility to notify the clinical instructor as soon as pregnancy is determined, if accommodations are needed, along with any other restrictions from the physician, as some clinical experiences may need to be modified for her safety.
- The student will adhere to the Attendance and Readmission Policies of the United Nursing College. Special readmission is not granted.
- The student has the responsibility to notify both the Director of Nursing and the clinical instructor if problems arise that could limit the student's ability to meet clinical objectives safely.
- If the student requests a leave of absence during the pregnancy, the student must schedule an exit interview with the Director of Nursing and request a formal leave of absence in writing.
- At the end of the leave of absence, the student can re-enter the nursing program on a space-available basis.
- The student will be required to follow the re-entry process.
- Please refer to the pamphlet from the US Department of Education available online, "[Supporting the Academic Success of Pregnant and Parenting Students.](#)"

## **Academic Advising**

Students can request one-on-one advising with a faculty advisor or DES to discuss academic or personal issues at any time.

## **Tutoring Services**

United Nursing College's programs are rigorous and designed to challenge. Occasionally, students may need additional help outside of the classroom. Students may request individual tutoring by their instructors during office hours or other scheduled times. The DES is also available by appointment to assist with study skills, time management, and test-taking strategies.

## **Student Life**

United Nursing College is committed to facilitating a balanced educational experience, recognizing the need for holism in student life and learning. The institution supports opportunities for students to enhance personal, professional, and community growth. The institution encourages students to take part in institution and community-sponsored events to foster growth. Students in online programs are also encouraged to engage in community service activities in the area in which they reside.

## **Placement Services**

United Nursing College prepares students for career success beginning in their final semester with resume writing workshops, mock interviews, and personalized letters of recommendation, highlighting individual achievements, extracurricular work, and community involvement. The College maintains strong relationships with local healthcare employers—including hospitals, clinics, and long-term care facilities—to expand networking and job placement opportunities. Graduates receive ongoing support through individualized career advising, including direct connections to employment opportunities at United Medical Doctors and United Surgery Centers, a partnership made possible through the leadership of CEO Dr. John Hong.

## **Library**

The United Nursing College library is designed to support the students in each of the programs offered. Resources will enable students to pursue inquiry searches, documentation, and assignments connected with their program of study. The following library content includes but is not limited to:

- Staff member stationed at the library's front desk during school hours of operation
- Distraction-free testing accommodations for exams in partitioned student computer stations
- Program textbooks for students to use while on campus
- Internet access
- Sherpath e-books and online resources
- Access to the programs' Learning Management System (LMS) - Canvas
- Supplemental learning materials:
  - Access to electronic periodicals
  - Computer-based training modules
- The DES is available via phone and email for assistance with study skills, time management, and test-taking strategies.
- Disability accommodations

## **Student Housing**

The United Nursing College does not offer student housing services and assumes no responsibility to find or assist a student in finding housing. The Institution does not have dormitory facilities under its control. There are several apartment complexes located within 5 miles of the campus with rental pricing ranging from \$1,800-2,500 monthly. Other housing options can be located at [www.rentals.com](http://www.rentals.com).

## SECTION 4: STUDENT RIGHTS AND RESPONSIBILITIES

### Leave-of-Absence Policy

**Purpose:** A Leave-of-Absence policy sets clear guidelines for how long a student can be absent, the documentation needed and the process for requesting and approving the leave. This helps avoid confusion and ensures fairness in the decision-making process.

**Policy:** Students may request a Leave-Of-Absence (LOA) while enrolled in any program at United Nursing College. Students must refer to the Attendance Policy to determine the maximum length of time approved for the program enrolled. An approved Leave of Absence will be granted when the absence is emergent or unforeseen.

**Procedure:** To request a LOA, for medical reasons, the student needs to be in good standing and passing their course with at least 70% at the time of request. A Leave of Absence Request Form must be completed, signed, and submitted to the Operations Manager or designee.

- The request must include the extenuating circumstances, supporting documentation, and duration of the leave being requested.
- For an LOA to be finalized, all required parties (Director of Nursing or designee and professor) must approve the request.
  - It is recommended that students continue to attend their courses while awaiting approval. Students seeking to withdraw from courses during any current term will be subject to the college course withdrawal policies.
  - Medical leaves will be evaluated on a case-by-case basis by the administrative team and UNC's accommodation policy will be referenced
- Students may take a maximum of 180 days of leave.
  - If a student does not return from a LOA within the specified timeframe and no prior arrangements have been made to extend the leave, then the student will be withdrawn from the program.
- The withdrawal date for an approved LOA is the date that the student failed to return from leave as determined by the institution's records.
  - Examples of acceptable reasons, with official supporting documentation, for an LOA are as follows (this list is not intended to be exhaustive):
    - Military Duty
    - Death in the immediate family
    - Maternity and paternity leave
    - Serious illness and care requirements for an immediate family
    - "Medically recommended\*" with a professional provider note (physician, physician's assistant, or nurse practitioner)
- Students with approved LOA will be placed in priority standing for readmission into the next desired cohort (see Readmission Policy)

*\*Students applying for readmission after an approved LOA will be subject to the tuition and fees in place at the time of readmission.*

## **Standards of Satisfactory Academic Progress**

### *Associate Degree Nursing Program*

- Satisfactory Academic Progress is evaluated continuously and at the end of each semester or course. Students in the Associate Degree in Nursing (ADN) program must achieve a minimum average of 70% on all examinations and a minimum overall course grade of 70% to pass. Each nursing course includes theory, clinical laboratory, and clinical components, all of which must be passed to successfully complete the course. For all pass/fail components, standardized rubrics are used to determine passing. Students may fail one course in the nursing program and be considered for readmission. Readmission after the failure of a second course in the program will be subject to administrative review. Students who repeat a course are responsible for paying all associated course fees again.
- Students must successfully complete a minimum of 67% of all attempted credits (pace of completion) each semester to maintain satisfactory academic progress.
- The maximum allowable timeframe for completion is 150% of the published program length

### *ADN Concurrent Enrollment (ACE) Program - Bachelor of Science in Nursing Degree Program*

- Students admitted to the Advanced Concurrent Enrollment (ACE) pathway may complete BSN courses after successfully completing the first semester of the ADN program. ACE students may enroll in BSN courses only during periods when they are not actively participating in ADN coursework. Due to scheduling variations, a BSN course may occasionally overlap slightly with an ADN term. Students are informed of this possibility before registration and are responsible for managing both course schedules. Satisfactory Academic Progress (SAP) is evaluated independently for each program. There is no fixed timeframe for program completion; students may progress at a pace that aligns with their academic schedules.

### *RN to BSN - Bachelor of Science in Nursing Degree Program*

- Satisfactory Academic Progress is evaluated continuously and at the end of each course. Students in the RN to BSN program must achieve a minimum overall course grade of 70% to pass. Each course may include multiple components such as written assignments, projects, discussions, and examinations, all of which must be passed to successfully complete the course. Students who fail a course must retake it and are responsible for paying all associated course fees again. There is no fixed timeframe for program completion; students may progress at a pace that aligns with their professional and academic schedules.

## **Student Complaints and Grievances Policies and Procedures**

**Purpose:** This policy outlines the process for students to express and resolve informal complaints or formal grievances in a fair, transparent, and timely manner, upholding the standards of professionalism and accountability expected in nursing education. This policy applies to all students enrolled in the nursing program and pertains to complaints and grievances related to academic, clinical, and non-academic matters.

**Policy:**

- **Open Communication**
  - Students are encouraged to address complaints informally by discussing them directly with the involved faculty, staff, or administrator before initiating a formal grievance.
- **No Retaliation**
  - United Nursing College strictly prohibits retaliation against any student who raises a concern or files a grievance in good faith.
- **Timeliness**
  - All complaints and grievances must be reported within 30 days of the incident or issue to ensure prompt resolution.
- **Confidentiality**
  - Efforts will be made to maintain confidentiality to the extent possible, consistent with the need to investigate and resolve the issue.
- **Equity and Impartiality**
  - All complaints and grievances will be reviewed objectively, with all parties given an opportunity to present their perspectives.

**Procedure:**

- **Informal Resolution**
  - The student should attempt to resolve the issue informally by meeting with the faculty member, staff, or involved party.
  - If the issue is unresolved or the student is uncomfortable addressing it directly, they may seek assistance from the Director of Nursing or designee.
- **Filing a Formal Grievance**
  - If informal resolution is unsuccessful, the student may file a formal complaint/grievance using the Grievance/Appeal Form.
- **Review and Investigation**
  - Upon receipt of the formal grievance, the Director of Nursing or designee will conduct a thorough investigation which may include:
    - Reviewing relevant documentation
    - Conducting interviews with involved parties
    - Consulting institutional policies or external regulations
  - Findings and recommendations will be documented.
- **Resolution and Communication**
  - A decision will be communicated to the student via email and phone within 14 business days of the formal grievance submission.
  - The response will include:
    - Summary of findings
    - Decision and rationale
    - Steps for resolution or corrective action (if applicable)
- **Appeal**
  - If the student is unsatisfied with the decision, they may submit an appeal using the Grievance/Appeal form within five (5) business days of receiving the grievance decision
  - The appeal must clearly articulate
    - Specific grounds for the appeal

- Justification for reconsideration, including any mitigating factors or relevant circumstances
  - The Dean of Nursing will review the appeal and issue a final decision within five (5) business days.
    - The decision is communicated to the student via email and phone within three (3) business days.
    - The decision is final and not subject to further review.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 N. Market Blvd. Ste 225 Sacramento, CA 95834 or P.O. Box 980818, West Sacramento, CA 95798-0818, or [www.bppe.ca.gov](http://www.bppe.ca.gov), or by phone (888) 370-7589 or (916) 574-8900, or by fax (916) 263-1897 or (916) 263-1897.

A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet Web site [www.bppe.ca.gov](http://www.bppe.ca.gov)

If a student's complaint cannot be resolved after exhausting the institution's grievance procedure, the student may file a complaint with the California Board of Registered Nursing (BRN). The BRN is the state approval agency for nursing programs in California and reviews complaints related to program compliance with educational and licensure requirements.

#### **California Board of Registered Nursing (BRN)**

1747 North Market Blvd., Suite 150  
Sacramento, CA 95834  
Phone: (916) 322-3350  
Website: [www.rn.ca.gov](http://www.rn.ca.gov)

## **SECTION 5: ACADEMIC RULES, REGULATIONS AND STANDARDS**

All institutional and program-specific policies and procedures are fully detailed in the Student Handbook. The Handbook serves as the official source for current policies governing student conduct, academic standards, clinical requirements, and general college operations. Once formally enrolled, students are responsible for reviewing and adhering to all policies outlined therein.

### **Recordkeeping**

Under the direction of the Nursing Administration, the Operations Manager at United Nursing College will function as the Custodian of Records at the campus address:  
35100 Makena Ave. Ste.202  
Murrieta, CA 92563  
951-526-1033

Student files will be stored securely:

- In a locked filing cabinet
- In a locked designated Records Room
- In a locked administrative building

Student Records are the property of United Nursing College. Student Records are maintained solely for the purposes of successfully implementing all programs offered at United Nursing College. The institution is committed to complying with all applicable laws, rules, and regulations governing the use and protection of Student Records, including the Family Educational Rights and Privacy Act (FERPA) and its implementing regulations, and applicable state laws and statutes governing Student Records. The institution is committed to implementing and maintaining this Student Records Privacy Statement and Security Plan which is designed to protect the security, confidentiality, and integrity of Student Records and protect against unauthorized access or other anticipated threats to those Student Records.

In connection with the Student Records Security Plan, the institution will implement administrative, technical, and physical safeguards designed to secure Student Records. These safeguards include technical and operational measures, such as firewalls, and passwords, as well as training, policies, and procedures to limit access to Student Records to authorized staff that have a legitimate need to access such data, who are under appropriate contractual obligations of confidentiality, data protection, and security.

If a parent or legal guardian of a student contacts United Nursing College with a request to review, modify, export, or delete Student Records, or if an agency, court, law enforcement, or other entity contacts us and requests access to Student Records, the institution will promptly direct the requesting individual or entity to contact the student with their request, and thereafter, the institution will use reasonable and good faith efforts to assist the student in fulfilling such requests, if and as directed by the student.

If the institution determines that an incident involving unauthorized access or use of Student

Records has occurred, such occurrence will be subject to reporting under applicable federal or state law, shall take prompt and appropriate steps to mitigate the incident and/or further impact to the Student Records, provide notice of the incident to the affected student(s) promptly and without unreasonable delay as required under applicable law.

This Student Records Security Plan is effective as of February 18, 2022. The institution may update this Student Records Security Plan to reflect changes to privacy practices in accordance with changes in legislation or best practices.

All academic transcripts will be permanently maintained, regardless if the student does or does not complete the enrolled educational program, and will include the following:

- Course attempted and completed
- Grades earned by the student in each of the courses completed
- Degree and/or certificates granted and the date on which that degree or certificate was granted
- Courses and units on which the degree or certificate was based

United Nursing College will maintain a file for each student who enrolls in the institution. The file will be kept for a minimum of 5 years and shall contain all the following pertinent student records:

- Student name, address, email address, and telephone number
- Written records and transcripts of any formal education or training, testing, or experience that are relevant to the student's qualifications for admission to the institution or the institution's award of credit or acceptance of transfer credits including the following:
  - Verification of high school completion or equivalency or other documentation establishing the student's ability to do college level work
  - Records documenting units of credit earned at other institutions that have been accepted and applied by the institution as transfer credits toward the student's completion of the institution's program
  - Grades or findings from any examination of academic ability or educational achievement used for admission or college placement purposes
- All the documents evidencing a student's prior experiential learning upon which the institution and the faculty base the award of any credit
- Personal information regarding a student's age, gender, and ethnicity if that information has been voluntarily supplied by the student
- Copies of all documents signed by the student, including contracts, instruments of indebtedness, and documents relating to financial aid
- Records of the dates of enrollment and, if applicable, withdrawal from the institution, leaves of absence, and graduation; and
- Transcripts showing all the following
  - The courses or other educational programs that were completed, or were attempted but not completed, and the dates of completion or withdrawal
  - Credit awarded for prior experiential learning, including the course title for which credit was awarded and the amount of credit
  - Credit for courses earned at other institutions

- Credit based on any examination of academic ability or educational achievement used for admission or college placement purposes
- The name, address, website address, and telephone number of the institution.
- A document showing the total amount of money received from or on behalf of the student and the date or dates on which the money was received;
- A document specifying the amount of a refund, including the amount refunded for tuition and the amount for other itemized charges, the method of calculating the refund, the date the refund was made, and the name and address of the person or entity to which the refund was sent
- Copies of any official advisory notices or warnings regarding the student's progress
- Complaints received from the student

Financial records will be maintained as separate locked files, in a separate filing cabinet, from student academic records. Financial records will be maintained in a locked records room and in a locked building.

## **Distance Education Response and Evaluation**

United Nursing College faculty will respond to student coursework submissions in distance education within as outlined in the course syllabus.

## **Attendance and Tardy Policy**

### *Associate Degree Nursing (ADN) Program Attendance Policy*

**Purpose:** Nursing students must acquire a broad set of theoretical and clinical skills, which require consistent attendance in lectures, labs, simulations, and clinical rotations. An attendance and tardy policy helps to ensure that students do not miss critical lessons or practice, directly impacting patient safety when they enter the workforce. Additionally, an attendance and tardy policy aims to uphold the standards and responsibilities that nursing students will face in their professional roles.

- Students are expected to attend all class sessions in courses in which they are enrolled.
  - This includes lectures, labs/simulations, and clinical shifts.
  - Attendance is mandatory during orientation to a clinical facility. If a student misses all or part of the orientation to a clinical facility, the student may be dismissed from the course.
- Students may miss **no more than** one lecture, one lab/simulation, and one clinical shift per semester.
  - Students who miss more than one lecture, lab/simulation, or clinical shift may be dismissed from the course.
- Students must be present and prepared at scheduled start times, including after scheduled breaks.
  - Students are considered tardy if they arrive for a lecture, lab/simulation, or clinical shift after the scheduled start time.
  - Students are also considered tardy if they return from any scheduled break after the scheduled start time.
- It is the student's responsibility to notify the instructor in advance of an absence or tardiness. If an emergency arises and the student cannot inform the instructor, the student is required to call the main phone line at 951-526-1033 and notify someone at the reception desk as soon as possible.

**Procedure:**

- Attendance will be taken at the beginning of class by the course instructor and recorded on the attendance record.
- Course instructors will record student tardiness in the appropriate section on the attendance record.
  - Students who arrive more than 5 minutes tardy to simulation will be sent home and marked as absent in the lab section of the attendance record.
  - Students who arrive more than 10 minutes tardy to a clinical shift will be sent home and marked as absent.
- Students who are tardy two times will be placed on probation by the course instructor (not applicable in simulation).
- Students who are tardy three times will be sent home; it will count as an absence, and the course instructor will place them on Level II probation.
- Tardiness or absence due to legitimate reasons such as emergencies, illness, or inclement weather may be excused with appropriate documentation.
  - The student is to use cautious discretion, and notification should occur when it is safe to do so, depending on the circumstance causing the tardy or absence.
- If a student is documented as a "no call/no show," they will be placed immediately on probation and an SSP will be completed by the instructor.

**Make-Up Work:** Students are responsible for any missed content and must arrange with the instructor to make up any missed class, laboratory, simulation, or clinical work.

***Distance Education Course Attendance Policy***

Students enrolled in an online course will have attendance monitored by participation in discussion board posts and assignments. Students will show attendance by submitting discussion board posts and assignments by the due date and time. Students who do not participate in an online course for one consecutive week, starting from the last date of attendance, may be dismissed. See "Add-Drop-Refund Policy for Distance Education" It is the student's responsibility to notify the instructor in advance of an absence or tardiness. If an emergency arises and the student cannot inform the instructor, the student is required to call the main phone line at 951-526-1033 and notify someone at the reception desk as soon as possible.

*\*Exceptions to the attendance policy are subject to faculty review on an individual basis.*

## **Probation and Dismissal Policy**

**Purpose:** This policy outlines the conditions and procedures for student dismissal at United Nursing College (UNC) to ensure actions are fair, transparent, and consistently applied. It applies to all enrolled students and covers dismissals related to academic performance, clinical competence, behavioral standards, and ethical obligations.

**Policy:** UNC reserves the right to dismiss students from a course or program under the following circumstances:

- Failure to return within the designated timeframe following an approved Leave of Absence.
- Violation of the Student Code of Conduct.
- Noncompliance with college-wide or program-specific policies and procedures.
- Failure to meet the terms outlined in a Notice of Probation, Student Success Plan (SSP) or Academic Success Plan (ASP).
- Dismissal related to academic failure
- Unsafe Lab/Clinical Practice.

**Procedure:** Students have the right to appeal their dismissal through a two-tiered process.

### **Initial Appeal:**

- The student must submit a formal written appeal within three (3) business days of receiving the dismissal notice.
- The appeal must clearly articulate:
  - Specific grounds for appeal.
  - Justification for reconsideration, including any mitigating factors or relevant circumstances.
- The Director of Nursing or designee will review the appeal and forward it to the *Student Advocacy Committee (SAC)* for evaluation
  - The SAC will consist of at least two administrators and one faculty member.
  - Students are permitted to bring one advocate for support. This advocate may not be an attorney or provide legal representation and will not be permitted to cast a vote on a decision.
  - Documents, written statements, and witness testimony must be submitted in advance and are presumed accurate unless challenged.
  - Evidence is admitted based on its relevance and reliability. Hearsay may supplement other evidence but cannot be the sole basis for a decision.
  - Unduly repetitive or irrelevant evidence may be excluded.
  - Final deliberations are private, with decisions made by majority vote.
  - The decision is communicated to the student via email and phone within two (2) business days.

**Final Appeal:**

If the dismissal is upheld, the student may escalate the matter to the Dean of Nursing or designee by filing a final appeal within three (3) business days of the initial appeal decision.

- The final appeal must:
  - Highlight procedural errors or inconsistencies
  - Present new, relevant information not available during the initial appeal
- The Dean of Nursing or designee will issue a written determination within three (3) business days.
  - The decision is communicated to the student via email and phone within three (3) business days.
  - The decision is final and not subject to further review.

*\*Students dismissed after the withdrawal or cancellation deadline will not be eligible for a refund.*

*\*Students dismissed from a course may petition to enroll in a different course. Approval is at the discretion of the administrative team based on the student's overall performance, conduct, and the circumstances of dismissal.*

## SECTION 6: CREDIT COURSES AND PROGRAMS

### Associate Degree in Nursing (ADN) Program

#### *Associate Degree in Nursing Program Purpose and Description*

The Associate Degree in Nursing (ADN) program is a pre-licensure blended program consisting of four semesters of in-person didactic, laboratory, and clinical instruction. Pre-requisites and general education courses may be taken in an online format. The curriculum covers fundamentals of nursing, medical-surgical, pediatrics, obstetrics, geriatrics, and behavioral health, focusing on cultural competence and ethical standards of care. This program guides students to develop the intellectual, analytical, and critical thinking abilities necessary to provide exceptional care to cross-diverse communities amidst a dynamic healthcare climate. Upon graduation, students will be prepared to apply for national licensure known as the NCLEX-RN®.

To practice as a Registered Nurse in California, you must be licensed by the California Board of Registered Nursing (BRN). The BRN mandates specific requirements to apply for licensure:

- 1.) Successfully complete educational requirements including all general education and nursing course requirements meeting all California requirements.
- 2.) Complete and pass a fingerprint criminal background check.
- 3.) Take and pass the National Council Licensing Examination (NCLEX-RN®).

The exam is computerized and given continuously 6 days a week. (New graduates are advised to take the exam soon after graduation because research has shown that there is a higher success rate for early test takers compared with those who wait several months.)

<b>Associate Degree in Nursing Program Learning Outcomes</b>	
<b>Patient-centered care &amp; Education (PCCE)</b>	<ul style="list-style-type: none"><li>• Competently coordinate and administer patient centered care for diverse patient populations with complex needs.</li><li>• Implement education that is patient specific.</li></ul>
<b>Teamwork &amp; Collaboration</b>	<ul style="list-style-type: none"><li>• Demonstrate collaboration within the multi- and interdisciplinary team that fosters mutual respect and shared decision-making to achieve optimal patient outcomes.</li></ul>
<b>Evidenced-based practice</b>	<ul style="list-style-type: none"><li>• Analyze and implement up to date evidence-based research to inform nursing practice.</li></ul>
<b>Clinical judgment &amp; Reasoning (CJR)</b>	<ul style="list-style-type: none"><li>• Demonstrate clinical reasoning to provide safe, high quality patient care.</li></ul>
<b>Quality Improvement</b>	<ul style="list-style-type: none"><li>• Determine and prioritize activities that improve quality of care and patient outcomes.</li></ul>
<b>Safety</b>	<ul style="list-style-type: none"><li>• Practice safe nursing care that minimizes risk of harm across systems and patient populations.</li></ul>
<b>Informatics</b>	<ul style="list-style-type: none"><li>• Utilize electronic based resources consistently to inform decision making for optimal patient outcomes.</li></ul>

<b>Professionalism</b>	<ul style="list-style-type: none"> <li>Demonstrate professional behaviors through self-reflection and activities which encompass the legal and ethical framework of nursing.</li> </ul>
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<b>Official Federal Occupational Category for ADN</b>	
United States Department of Labor's Standard Occupational Classification (SOC):	29-1141
Potential Occupation/Employment/Job Title:	Registered Nurse

Registered Nurse (29-1141) assesses patient health problems and needs, develops and implements nursing care plans, and maintains medical records. Administer nursing care to ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required. Includes Clinical Nurse Specialists.

### **Associate Degree in Nursing Program Overview**

United Nursing College confers an Associate Degree in Nursing to graduates who complete the required pre-requisites, general education, and core nursing courses listed below for a total of 66.5 semester units.

### **Associate Degree Nursing Program Prerequisites & General Education Courses**

<b>Course Title</b>	<b>Units</b>	<b>Hours*</b>
<b>Communications</b>		
Oral Communication (3 units)	6 semester or 9 quarters units	90 theory
Written Communication (3 units)		
<b>Mathematics</b>		
Intermediate Algebra (3 units)	3 semester or 4.5 quarter units	45 theory
<b>Sciences</b>		
Anatomy & Physiology I with lab (4 units)	12 semester (9 theory units; 3 lab units) or	135 theory
Anatomy & Physiology II with lab (4 units)	18 semester (13.5 theory units; 4.5 lab units)	90 lab
Microbiology with lab (4 units)		
<b>Social Sciences</b>		
Behavioral sciences (3 units)	9 semester or 13.5 quarter units	135 theory
Social sciences (3 units)		
Humanities (3 units)		
<b>TOTAL UNITS/HOURS</b>	<b>30 units</b>	<b>495 hours</b>

Unit/Hr Carnegie formulation: Theory 1 unit = 1 hr/wk x 15 wks (15 hrs)  
 Lab 1 unit= 2 hr/wk x 15 wks (30 hrs)

### **Associate Degree Nursing Program Core Courses**

<b>Course Title</b>	<b>Units</b>	<b>Hours*</b>
<b><i>First Semester</i></b>		
NURS 100 Fundamental Nursing Concepts	10 semester (5.5 theory; 4.5 lab)	88 theory 216 lab
<b><i>Second Semester</i></b>		
NURS 110OB Concepts of Health for the Childbearing Family NURS 120P Concepts of Health for Pediatrics NURS 130MS Medical-Surgical Concepts	3 units each (1.5 theory; 1.5 lab)  <u>Total:</u> 9 Semester Units (4.5 theory; 4.5 lab)	Each course: 24 theory 72 lab  <u>Total:</u> 72 theory 216 lab
<b><i>Third Semester</i></b>		
NURS 210B Concepts of Behavioral Health NURS 220G Concepts of Health for Geriatrics NURS 230MS Intermediate Medical Surgical Concepts	3 units each(1.5 theory; 1.5 lab)  <u>Total:</u> 9 Semester Units (4.5 theory; 4.5 lab)	Each course: 24 theory 72 lab  <u>Total:</u> 72 theory 216 lab
<b><i>Fourth Semester</i></b>		
NURS 240 Advanced Medical-Surgical Concepts	8.5 semester (3.5 theory; 5 lab)	56 theory 240 lab
<b>CORE NURSING COURSES</b> <b>TOTAL UNITS/HOURS</b>	<b>36.5 Semester Units</b>	<b>288 theory</b> <b>888 lab**</b> <b>1176 Total</b>

Unit/Hour formula based on California code regulations Title 16, 1426:

Theory 1 unit= 1 hour/week x 16 weeks (16 hours)

Lab (Clinical) 1 unit= 3 hour/week x 16 weeks (48 hours)

\*\*Over 500 of these hours are direct patient care with a minimum of 30 hours in each nursing area specified by the CABRN.

**Associate Degree in Nursing Graduation requirements:**

*In order to satisfy program completion, each student must meet all requirements by completing a minimum of 30 semester credit units of general education (GE) and prerequisite courses, and 36.5 Nursing credit units. Students must earn a minimum of 70% in the theory content for all nursing courses and pass all nursing laboratory and clinical components. For all pass/fail components, standardized rubrics are used to determine passing. These rubrics are located in each course syllabus and provided on day one of enrollment. Students must also meet all attendance requirements outlined in the program's syllabi. Successful completion of GE and Nursing credits yields a total of 66.5 semester credit units.*

**Associate Degree in Nursing Program Course Descriptions****NURS 100 Fundamental Nursing Concepts**

Units: 10 units (semester units)

Course Length: 16 weeks

Theory: 88 hours

Lab/Clinical: 216 hours

**Textbooks:**

- Medical-Surgical Nursing: Concepts for Interprofessional Collaboration, 11<sup>th</sup> Edition, ISBN 9780323879040.
- Fundamentals of Nursing, 3<sup>rd</sup> Edition, ISBN 9780323828116
- Calculation of Drug Dosages: A Work Text, 12th Edition, 9780323830874

The Fundamental Nursing Concepts course will expose students to the foundations of nursing in caring for patients at any stage of life and those with chronic conditions. The fundamental units of learning serve as the classic underpinnings for future clinical practice and are designed to be carried throughout the remaining portions of the program. This course introduces basic nursing concepts within the domains of Biophysical, Client Attributes, Nursing, and Health Care. Nursing concepts will include Elimination, Nutrition and Digestion, Regulation and Metabolism, Sensory Perception, Mobility, Oxygenation, Perfusion, Tissue Integrity, Immunity, Fluid, and Electrolytes/Acid-Base Balance, Infection, Comfort, Stress and Coping, Abuse and Violence, Development, Diversity, Wellness, and Health Promotion, Communication, Professional Identity, Clinical Judgment, Ethical Practice, Legal Issues, Quality Improvement, Informatics, and Health Care Delivery. There will be an introduction to patient-centered nursing care, therapeutic communication, nursing assessment throughout the lifespan, pharmacology, medication administration, and fundamental nursing skills. Students will demonstrate safe nursing care and practices for clients with expected or predictable outcomes, incorporating the concepts discussed in this course.

**NURS 110OB Concepts of Health for the Childbearing Family**

Units: 3 units (semester units)

Course Length: 5 weeks

Theory: 24 hours

Lab/Clinical: 72 hours

**Textbooks:**

- Maternal-Child Nursing, 6<sup>th</sup> Edition, ISBN 9780323697903
- Fundamentals of Nursing, 3<sup>rd</sup> Edition, ISBN 9780323828116
- Calculation of Drug Dosages: A Work Text, 12th Edition, 9780323830874

The Concepts of Health for the Childbearing Family will introduce the healthy, innate processes that occur during pregnancy and childbirth, as well as the acute care decisions relating to comorbidities and the promotion of optimal maternal-newborn outcomes. This course builds upon NURS 100, incorporating nursing concepts within the domains of Biophysical, Client Attributes, Nursing, and Health Care. Concepts will include Regulation and Metabolism, Reproduction, Mood and Affect, Abuse and Violence, Development, Diversity, Grief and Loss, Wellness and Health Promotion, Legal Issues, and Quality Improvement. This course expands on nursing assessment, pharmacology, medication administration, nursing skills, and the nursing process in relation to the childbearing family. Students will demonstrate safe nursing care and practices, incorporating the concepts discussed in this course.

**NURS 120P Concepts of Health for Pediatrics**

Units: 3 units (semester units)

Course Length: 5 weeks

Theory: 24 hours

Lab/Clinical: 72 hours

**Textbooks:**

- Maternal-Child Nursing. 6<sup>th</sup> Edition. ISBN 9780323697903
- Fundamentals of Nursing, 3<sup>rd</sup> Edition, ISBN 9780323828116
- Calculation of Drug Dosages: A Work Text, 12th Edition, 9780323830874

The Concepts of Health for Pediatrics course provides students with the foundation to provide nursing care to the pediatric population. The concepts remain focused on differences in caring for children as compared with adults and includes topics related to both the well-child and those with health disorders. This course builds upon NURS 100 and NURS 110OB incorporating nursing concepts within the domains of Biophysical, Client Attributes, Nursing, and Health Care. Concepts will include Elimination, Nutrition and Digestion, Regulation and Metabolism, Sensory Perception, Mobility, Oxygenation, Perfusion Cellular Regulation, Immunity, Fluid and Electrolytes/Acid-Base balance, Infection, Intracranial Regulation, Cognition, Abuse and Violence, Development, Diversity, Wellness, and Health Promotion, Clinical Judgment, Ethical Practice, and Quality Improvement. This course expands on nursing assessment, pharmacology, medication administration, nursing skills, and the nursing process in relation to pediatrics and growth and development. Students will demonstrate safe nursing care and practices, incorporating the concepts discussed in this course.

## **NURS 130MS Medical-Surgical Concepts**

Units: 3 units (semester units)

Course Length: 5 weeks

Theory: 24 hours

Lab/Clinical: 72 hours

### **Textbooks:**

- Medical-Surgical Nursing: Concepts for Interprofessional Collaboration, 11<sup>th</sup> Edition, ISBN 9780323879040.
- Fundamentals of Nursing, 3<sup>rd</sup> Edition, ISBN 9780323828116
- Calculation of Drug Dosages: A Work Text, 12th Edition, 9780323830874

The Medical-Surgical Concepts course integrates the knowledge, skills, and evidence-based cares required for stable patients with acute and chronic illness

This course builds upon NURS 100, NURS 110OB, and NURS 120P incorporating nursing concepts within the domains of Biophysical, Client Attributes, Nursing, and Health Care. Concepts will include Elimination, Nutrition and Digestion, Regulation and Metabolism, Mobility, Oxygenation, Sexuality, Tissue Integrity, Cellular Regulation, Infection, Comfort, Diversity, Wellness, and Health Promotion, Communication, Professional Identity, Legal Issues, Quality Improvement, and Informatics. This course expands on nursing assessment, pharmacology, medication administration, nursing skills, and the nursing process in relation to the nursing care of clients with unpredictable outcomes across the lifespan. Students will demonstrate advanced nursing care and practices, incorporating the concepts discussed in this course.

## **NURS 210B Concepts of Behavioral Health**

Units: 3 units (semester units)

Course Length: 5 weeks

Theory: 24 hours

Lab/Clinical: 72 hours

### **Textbooks:**

- Varcarolis' Foundations of Psychiatric - Mental Health Nursing, 6<sup>th</sup> Edition, ISBN 9780323697095
- Fundamentals of Nursing, 3<sup>rd</sup> Edition, ISBN 9780323828116
- Calculation of Drug Dosages: A Work Text, 12th Edition, 9780323830874

The Concepts of Behavioral Health course prepares students to care for individuals with mental and behavioral health problems. With an evidence-based approach, the course integrates equitable interdisciplinary care aimed at maintaining patient safety and illness recovery. This course builds upon NURS 100, NURS 110OB, and NURS 120P and NURS 130S, incorporating nursing concepts within the domains of Biophysical, Client Attributes, Nursing, and Health Care. Concepts will include Sexuality, Comfort, Stress and Coping, Mood and Affect, Cognition, Abuse and Violence, Diversity, Wellness and Health Promotion, Communication, Legal Issues, Quality Improvement, and Health Care Policy. This course expands on nursing assessment, pharmacology, medication administration, nursing skills,

and the nursing process in relation to mental health. Students will demonstrate safe nursing care and practices, incorporating the concepts discussed in this course.

### **NURS 220G Concepts of Health for Geriatrics**

Units: 3 units (semester units)

Course Length: 5 weeks

Theory: 24 hours

Lab/Clinical: 72 hours

#### **Textbooks:**

- Toward Healthy Aging, 11th Edition, ISBN 9780323829663.
- Fundamentals of Nursing, 3<sup>rd</sup> Edition, ISBN 9780323828116
- Calculation of Drug Dosages: A Work Text, 12th Edition, 9780323830874

The Concepts of Health for Geriatrics focuses on nursing activities in the care of the older adult patient. Nursing activities range from preventative care to the acute conditions and treatments for the geriatric patient population, with a greater emphasis on the unique demands presented in geriatric patients. This course builds upon NURS 100 and NURS 130S and incorporates nursing concepts within the domains of Biophysical, Client Attributes, Nursing, and Health Care. Concepts will include Nutrition and Digestion, Regulation and Metabolism, Sensory Perception, Mobility, Intracranial Regulation, Comfort, Stress and Coping, Cognition, Abuse and Violence, Development, Grief and Loss, Professional Identity, Ethical Practice, Legal Issues, Quality Improvement, Informatics, and Health Care Delivery. This course expands on nursing assessment, pharmacology, medication administration, nursing skills, and the nursing process in relation to the older adult. Students will demonstrate advanced nursing care and practices, incorporating the concepts discussed in this course.

### **NURS 230MS Intermediate Medical Surgical Concepts**

Units: 3 units (semester units)

Course Length: 5 weeks

Theory: 24 hours

Lab/Clinical: 72 hours

#### **Textbooks:**

- Medical-Surgical Nursing: Concepts for Interprofessional Collaboration, 11<sup>th</sup> Edition, ISBN 9780323879040.
- Fundamentals of Nursing, 3<sup>rd</sup> Edition, ISBN 9780323828116
- Calculation of Drug Dosages: A Work Text, 12th Edition, ISBN 9780323830874

The Intermediate Medical Surgical Concepts course builds on previous courses for the development of complex thinking and decision making while caring for medical-surgical patients. Theoretical concepts are expanded to include identification and prioritization of evidence-based interventions for patients who have unpredictable outcomes or who demonstrate changes in health status. This course builds upon NURS 100, NURS 110OB, and NURS 120P, NURS 130S, NURS 210B, NURS 220G incorporating nursing concepts within the

domains of Biophysical, Client Attributes, Nursing, and Health Care. Concepts will include Elimination, Nutrition and Digestion, Regulation and Metabolism, Mobility, Perfusion, Immunity, Fluid and Electrolytes/Acid-Base Balance, Diversity, Grief and Loss, Wellness and Health Promotion, Clinical Judgment, Quality Improvement, and Health Care Delivery. This course expands on nursing assessment, pharmacology, medication administration, nursing skills, and the nursing process in relation to the nursing care of clients with unpredictable outcomes across the lifespan. Students will demonstrate advanced nursing care and practices, incorporating the concepts discussed in this course.

### **NURS 240 Advanced Medical-Surgical Concepts**

Units: 8.5 units (semester units)

Course Length: 16 weeks

Theory: 56 hours

Lab/Clinical: 240 hours

#### **Textbooks:**

- Medical-Surgical Nursing: Concepts for Interprofessional Collaboration, 11<sup>th</sup> Edition, ISBN 9780323879040.
- Fundamentals of Nursing, 3<sup>rd</sup> Edition, ISBN 9780323828116
- Calculation of Drug Dosages: A Work Text, 12th Edition, ISBN 9780323830874

The Advanced Medical-Surgical Concepts course expands nursing practice and critical thinking in the promotion, maintenance, and restoration of health. Students use evidence-based interventions and complex decision-making when caring for acutely ill medical-surgical patients with unstable health problems. Students work collaboratively with the interdisciplinary team. Emphasis is placed on student roles as coordinators, facilitators, and patient advocates as they progress toward a competent entry level nursing practice. This course builds upon NURS 100, NURS 110OB, NURS 120P, NURS 130S, NURS 210B, NURS 220G, and NURS 230S incorporating nursing concepts within the domains of Biophysical, Client Attributes, Nursing, and Health Care. Concepts will include Regulation and Metabolism, Oxygenation, Perfusion, Tissue Integrity, Cellular Regulation, Immunity, Infection, Intracranial Regulation, Stress and Coping, Wellness and Health Promotion, Communication, Professional Identity, Clinical Judgment, Ethical Practice, Legal Issues, Quality Improvement, Informatics, Health Care Delivery, and Health Care Policy. This course expands on nursing assessment, pharmacology, medication administration, nursing skills, and the nursing process in relation to managing the care of multiple, complex clients across the lifespan. This course transitions the student to professional nursing practice.

### **For Applicants and Students Regarding Nursing Licensure**

United Nursing College (UNC) provides the following information to applicants and students regarding the professional licensure requirements for our nursing programs.

#### **Program Designations**

- Associate's Degree in Nursing (ADN): This is a pre-licensure program. Successful completion of this program is intended to qualify students to sit for the NCLEX-RN® examination and seek licensure as a Registered Nurse (RN) in the State of California.

- Registered Nurse (RN) to Bachelor of Science in Nursing (BSN): This is a post-licensure program designed for individuals who already hold an active, unencumbered license as a Registered Nurse. This program does not lead to initial RN licensure.

### **Disclosure for Out-of-State Practice**

The ADN program at UNC is designed to meet the educational requirements for professional nursing licensure in the State of California as mandated by the California Board of Registered Nursing (BRN).

If you intend to pursue initial licensure in a state other than California upon completion of the ADN program, please be advised:

1. No Determination Made: UNC has not made a determination whether its ADN curriculum meets the specific educational requirements for licensure in any state or U.S. territory other than California.
2. Consultation Requirement: Requirements for licensure vary by state and are subject to change. Applicants and students intending to practice outside of California must consult the Board of Nursing (BON) in their intended state of practice to verify that the UNC curriculum meets that state's specific criteria.
3. NCLEX-RN and Compact States: While the NCLEX-RN is a national exam, clinical hour requirements and theory content vary. If you are interested in the Nurse Licensure Compact (NLC), you should verify how your California-based education aligns with your home state's residency requirements.
4. Relocation Warning: Please be advised that a change in your physical location (relocation to another state) while enrolled in the ADN program may impact your ability to meet licensure requirements in that new state. It may also affect your eligibility for federal financial aid.

### **Resources for Students**

To find the contact information and specific requirements for a particular state, please visit the National Council of State Boards of Nursing (NCSBN) website:

<https://www.ncsbn.org/membership/us-members/contact-bon.page>

**Student Acknowledgment:** By enrolling in United Nursing College, students acknowledge that they have been informed of the professional licensure requirements and understand it is their responsibility to verify the requirements of any state in which they intend to practice.

### **LVN 30-Unit Option**

Licensed Vocational Nurses (LVN) in the state of California are eligible to apply for the non-degree 30-unit option LVN-RN program. This one-year program is an option for the applicant with a valid California LVN license to meet the requirements as prescribed by the Board of Registered Nursing (BRN) to take the NCLEX-RN licensing exam as a **non-graduate** by completing a maximum of 30-units.

Persons who chose this pathway may not be eligible for licensure in states other than California and may have difficulties applying to a college/university for an advanced degree. Persons who chose this option may not change to the LVN-ADN program after admission and may not change their status with the Board of Registered Nursing after licensure.

*It is important to consider that the National Institute of Medicine recommends that all registered nurses pursue a baccalaureate degree and thus, industry standards do not recommend hiring RNs earned through the 30-Unit option.*

*It is important to realize that although the 30-Unit option RN can function without limitations on their RN license in the state of California, they may not be able to practice in other states.*

Additional information concerning the LVN 30-Unit option is available from the California Board of Registered Nursing (BRN), P.O. Box 944270, Sacramento, CA 94244-2100, (916) 322-3350.

### **Requirements**

Before applying to the LVN 30-Unit option pathway, the applicant must meet with the Director of Nursing (DON) of the program to review the program options and to discuss the pros and cons of the 30-Unit option. If the applicant chooses this pathway, they will be required to sign an attestation form that they have read, understand, and accept the limitations of the 30-Unit option.

Applicants must have a cumulative GPA (Grade Point Average) of 2.5 or higher for the prerequisite courses. Each course must be completed with a grade of "C-" or better.

There is no recency requirement for prerequisite courses.

All applicants must first meet with the Director of Nursing and provide:

- A valid California LVN license
- Copy of high school diploma or equivalency; or General Education Development (GED); or higher degree
- Transcripts from their LVN program
- Transcripts from prerequisite courses
- Completed work verification form verifying at least one year of direct patient care experience
- Completed 30-unit application
- Signed 30-unit option attestation form
- Applicants must successfully complete the mandatory Workshop Series in order to apply for placement in the program.
  - Individualized placement into the nursing program will be determined by the Workshop scoring criteria and is subject to seat availability.

Students who are LVNs and who are electing the non-degree 30-Unit option are eligible to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX RN) as a NON-DEGREE candidate. If successful, they will be licensed as an RN by the California Board of Registered Nursing. Endorsement of a Non-Degree graduate RN in other states is not guaranteed because these regulations are unique to California. ONCE THE LICENSING

EXAM IS TAKEN, STATUS CANNOT BE CHANGED FROM NON-DEGREE TO DEGREE REGARDLESS OF SUBSEQUENT DEGREES EARNED.

This option shall not exceed 30 semester units to fulfill the unit requirement for licensure by the Board of Registered Nursing.

### **Requirements for the Non-Degree 30-Unit Option**

Physiology	4 units
Fundamentals of Microbiology	4 units

#### **Semester I**

NURS 210B Concepts of Behavioral Health	3 units
NURS 220G Concepts of Health for Geriatrics	3 units
NURS 230S Intermediate Medical Surgical Concepts	3 units

#### **Semester II**

NURS 240 Advanced Medical-Surgical Concepts	8.5 units
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TOTAL UNITS 25.5\*

\*total does not include a bridge course

### **ADN to BSN Concurrent Enrollment (ACE) Pathway**

#### *Program Purpose and Description*

*The Associate Degree in Nursing (ADN) to Bachelor of Science in Nursing (BSN) Concurrent Enrollment (ACE) Pathway will allow students to enroll in the BSN program after completing a minimum of one semester in an ADN program.*

*\*United Nursing College operates the ACE pathway on a 10-week quarter system*

*This is a pathway for prelicensure associate degree nursing students who are seeking concurrent enrollment for a Bachelor of Science in Nursing Degree (BSN). This is not a program to become a nurse.*

The ACE pathway is offered as a fully asynchronous and online format and is designed to prepare nursing students to advance empirical knowledge based on evidence-based research. Students will learn how to transfer leadership and management skills to positively impact individual, community, and population health in a complex healthcare system. The pathway fosters lifelong learning and professional development for the purpose of collaboration and strategic planning of patient care delivery.

<b>ACE Pathway to BSN Program Learning Outcomes</b>	
<b>Patient-centered Care and Education (PCCE)</b>	<ul style="list-style-type: none"><li>Integrate patient-centered care for the individual with multiple and complicated contexts.</li></ul>

	<ul style="list-style-type: none"> <li>• Demonstrate cultural competence in the provision of care for diverse communities, groups, families, and individuals.</li> <li>• Commit to the elimination of health disparities of vulnerable populations by advocating for social justice.</li> <li>• Provide population health education spanning the delivery continuum, from illness prevention to disease management amidst diverse settings.</li> </ul>
<b>Teamwork and Collaboration (TC)</b>	<ul style="list-style-type: none"> <li>• Enhance the healthcare experience through engagement and collaboration among interprofessional partnerships for the purpose of optimizing care and patient outcomes.</li> </ul>
<b>Evidenced-based Practice (EBP)</b>	<ul style="list-style-type: none"> <li>• Transform population health through the engagement of scholarship and quality improvement research.</li> <li>• Synthesize nursing theories and evidence-based knowledge from the arts, humanities, and other sciences when planning care across the health continuum.</li> </ul>
<b>Clinical Judgment and Reasoning (CJR)</b>	<ul style="list-style-type: none"> <li>• Apply critical inquiry and clinical reasoning when planning and providing care across the lifespan and in a variety of community and institutional settings.</li> </ul>
<b>Quality Improvement (QI)</b>	<ul style="list-style-type: none"> <li>• Express informed positions on issues and trends in nursing, opportunities for advocacy and strategies in taking social and political action for the well-being of all populations.</li> <li>• Address global health issues as it relates to the role of nurse leaders.</li> </ul>
<b>Safety (S)</b>	<ul style="list-style-type: none"> <li>• Improve the quality and safety care with the application of best evidence and emerging improvement science.</li> </ul>
<b>Informatics (I)</b>	<ul style="list-style-type: none"> <li>• Demonstrate professional writing proficiency within the profession of nursing.</li> <li>• Analyze the legal, ethical, and financial implications of professional decisions which impact organizations, communities, groups, and individuals.</li> <li>• Effective use of informatics and healthcare technologies to manage and evaluate the delivery of safe care in a variety of settings.</li> </ul>
<b>Professionalism (P)</b>	<ul style="list-style-type: none"> <li>• Improve nursing practice and outcomes through focused self-reflection and reasoned judgment when evaluating patient care.</li> <li>• Form and cultivate a sustainable professional identity.</li> <li>• Enhance the development of personal, professional, and leadership skills which cultivate resiliency and wellness.</li> <li>• Demonstrate accountability for self through the continuous engagement in lifelong learning.</li> </ul>

<b>Official Federal Occupational Category for ACE Pathway to BSN</b>	
United States Department of Labor's Standard Occupational Classification (SOC):	29-1141
Potential Occupation/Employment/Job Title:	Registered Nurse

*Registered Nurse (29-1141) assesses patient health problems and needs, develops and implements nursing care plans, and maintains medical records. Administer nursing care to ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required. Includes Clinical Nurse Specialists.*

### **Admission Requirements**

*ADN to BSN Concurrent Enrollment (ACE) Pathway Prerequisite Courses (must be in good standing in all courses)*

- All prospective ACE applicants must have successfully completed NURS100- Nursing Fundamentals in an Associate Degree in Nursing program

*ADN to BSN Concurrent Enrollment (ACE) Pathway Required for Graduation*

<b>Course Title</b>	<b>Units</b>
Communications*	9 semester or 13.5 quarter units
<ul style="list-style-type: none"> <li>• Oral Communication (3 units)</li> <li>• Written Communication (3 units)</li> <li>• Critical Thinking (3 units)</li> </ul>	
Related natural and social sciences:*	21 semester or 31.5 quarter units
<ul style="list-style-type: none"> <li>• Anatomy with lab (4 units)</li> <li>• Physiology with lab (4 units)</li> <li>• Microbiology with lab (4 units)</li> <li>• Behavioral sciences (3 units)</li> <li>• Social sciences (3 units)</li> <li>• Humanities (3 units)</li> </ul>	
Mathematics*	3 semester or 4.5 quarter units
<ul style="list-style-type: none"> <li>• Intermediate Algebra (3 units)</li> </ul>	
ADN Nursing courses**	36 semester or 54 quarter units
Science	3 semester or 4.5 quarter units
Statistics or Biostatistics	3 semester or 4.5 quarter units
Additional GE courses***	Up to 9 units or 13.5 quarter units
BSN Nursing courses	36 semester or 54 quarter units (see note below)
<b>Total BSN Degree Quarter units</b>	<b>180 quarter units</b>

\*These courses are fulfilled in the ADN prerequisite courses

\*\*Students may also count up to 6 semester units or 9 quarter units in lower division once they have passed NCLEX

\*\*\*May be lower or upper division level courses depending upon courses already taken  
Note: ADN pre-licensure courses at UNC equals 36.5 semester units.

### **Pathway Overview**

Upon completion of the following courses, in addition to all required courses, the United Nursing College will confer the Bachelor of Science in Nursing degree:

<b>ADN to BSN Concurrent Enrollment (ACE) Core Courses</b>	
<b>Course Title</b>	<b>Units</b>
NURS 310 Transition to Professional Nursing	4.5 quarter units
NURS 320 Cultural Influences in Healthcare	4.5 quarter units
NURS 330 Legal and Ethical Decision-Making in Nursing	4.5 quarter units
NURS 340 Information Technology in Nursing Practice	4.5 quarter units
NURS 410 Pathophysiology	6 quarter units
NURS 415 Health Assessment	6 quarter units
NURS 420 Concepts in Community and Public Health	6 quarter units
NURS 430 Nursing Leadership and Management	6 quarter units
NURS 440 Research & Evidence Based Practice	6 quarter units
NURS 445 Professional Research Project	6 quarter units
<b>Total Core Nursing Course Units</b>	<b>54 quarter units</b>
<b>Program Total Clock Hours</b>	<b>540</b>

*ADN to BSN Concurrent Enrollment (ACE) Pathway Graduation requirements:*

*In order to satisfy pathway completion, each student must meet all requirements by completing an ADN equal to a minimum of 58 semester credit units (87 quarter units) to include prerequisites and nursing courses per BRN CCR1426, general education (GE) minimum of 26 semester credit units (39 quarter units) (both lower and upper division courses), and BSN courses equal to 36 semester credit units (54 quarter units). Students must earn a cumulative GPA of 2.0 across the program to meet graduation requirements.*

*Successful completion of GE and Nursing credits yields a total of 120 semester credit units (180 quarter units).*

### **RN to BSN Program**

*Program Purpose and Description*

*This is a program for Registered Nurses, who are seeking a Bachelor of Science in Nursing Degree (BSN). This is not a program to become a nurse.*

*\*United Nursing College operates the RN to BSN program on a 10-week quarter system*

The RN to BSN program is offered as a fully asynchronous and online format and designed to prepare registered nurses to advance empirical knowledge based on evidence-based

research. Professional healthcare practitioners will learn how to transfer leadership and management skills to positively impact individual, community, and population health in a complex healthcare system. The program fosters lifelong learning and professional development for the purpose of collaboration and strategic planning of patient care delivery.

<b>RN to BSN Program Learning Outcomes</b>	
<b>Patient-centered Care and Education (PCCE)</b>	<ul style="list-style-type: none"> <li>Integrate patient-centered care for the individual with multiple and complicated contexts.</li> <li>Demonstrate cultural competence in the provision of care for diverse communities, groups, families, and individuals.</li> <li>Commit to the elimination of health disparities of vulnerable populations by advocating for social justice.</li> <li>Provide population health education spanning the delivery continuum, from illness prevention to disease management amidst diverse settings.</li> </ul>
<b>Teamwork and Collaboration (TC)</b>	<ul style="list-style-type: none"> <li>Enhance the healthcare experience through engagement and collaboration among interprofessional partnerships for the purpose of optimizing care and patient outcomes.</li> </ul>
<b>Evidenced-based Practice (EBP)</b>	<ul style="list-style-type: none"> <li>Transform population health through the engagement of scholarship and quality improvement research.</li> <li>Synthesize nursing theories and evidence-based knowledge from the arts, humanities, and other sciences when planning care across the health continuum.</li> </ul>
<b>Clinical Judgment and Reasoning (CJR)</b>	<ul style="list-style-type: none"> <li>Apply critical inquiry and clinical reasoning when planning and providing care across the lifespan and in a variety of community and institutional settings.</li> </ul>
<b>Quality Improvement (QI)</b>	<ul style="list-style-type: none"> <li>Express informed positions on issues and trends in nursing, opportunities for advocacy and strategies in taking social and political action for the well-being of all populations.</li> <li>Address global health issues as it relates to the role of nurse leaders.</li> </ul>
<b>Safety (S)</b>	<ul style="list-style-type: none"> <li>Improve the quality and safety care with the application of best evidence and emerging improvement science.</li> </ul>
<b>Informatics (I)</b>	<ul style="list-style-type: none"> <li>Demonstrate professional writing proficiency within the profession of nursing.</li> <li>Analyze the legal, ethical, and financial implications of professional decisions which impact organizations, communities, groups, and individuals.</li> <li>Effective use of informatics and healthcare technologies to manage and evaluate the delivery of safe care in a variety of settings.</li> </ul>

<b>Official Federal Occupational Category for RN to BSN program</b>	
United States Department of Labor's Standard Occupational Classification (SOC):	29-1141
Potential Occupation/Employment/Job Title:	Registered Nurse

Registered Nurse (29-1411) assesses patient health problems and needs, develops and implements nursing care plans, and maintains medical records. Administer nursing care to ill, injured, convalescent, or disabled patients. May advise patients on health maintenance and disease prevention or provide case management. Licensing or registration required. Includes Clinical Nurse Specialists.

<b>RN to BSN Program Courses Required for Graduation</b>	
<b>Course Title</b>	<b>Units</b>
Communications*	9 semester or 13.5 quarters units
<ul style="list-style-type: none"> <li>• Oral Communication (3 units)</li> <li>• Written Communication (3 units)</li> <li>• Critical Thinking (3 units)</li> </ul>	
Related natural and social sciences*: <ul style="list-style-type: none"> <li>• Anatomy with lab (4 units)</li> <li>• Physiology with lab (4 units)</li> <li>• Microbiology with lab (4 units)</li> <li>• Behavioral sciences (3 units)</li> <li>• Social sciences (3 units)</li> <li>• Humanities (3 units)</li> </ul>	21 semester or 31.5 quarter units
Mathematics* <ul style="list-style-type: none"> <li>• Intermediate Algebra (3 units)</li> </ul>	3 semester or 4.5 quarter units
ADN Nursing courses**	36 semester or 54 quarter units (see note below)
Chemistry or Biochemistry	3 semester or 4.5 quarter units
Statistics or Biostatistics	3 semester or 4.5 quarter units
Additional GE courses*** (minimum of 9 upper division quarter units required)	Minimum 9 units or 13.5 quarter units
RN to BSN Nursing Core Courses	36 semester or 54 quarter units
<b>Total BSN Degree</b>	<b>180 quarter units</b>

\*These courses are fulfilled in the ADN prerequisite courses

\*\*Students may also count up to 6 semester units in lower division for passing NCLEX

\*\*\*May be lower or upper division level courses depending upon courses already taken

Note: ADN pre-licensure courses at UNC equal 36.5 semester units.

## **Program Overview**

Upon completion of the following courses, in addition to all required courses, the United Nursing College will confer the Bachelor of Science in Nursing degree:

<b>RN to BSN Nursing Core Courses</b>	
<b>Course Titles</b>	<b>Units</b>
NURS 310 Transition to Professional Nursing	4.5 units
NURS 320 Cultural Influences in Healthcare	4.5 units
NURS 330 Legal and Ethical Decision-Making in Nursing	4.5 units
NURS 340 Information Technology in Nursing Practice	4.5 units
NURS 410 Pathophysiology	6 units
NURS 415 Health Assessment	6 units
NURS 420 Concepts in Community and Public Health	6 units
NURS 430 Nursing Leadership and Management	6 units
NURS 440 Research & Evidence Based Practice	6 units
NURS 445 Professional Research Project	6 units
<b>Total Core Nursing Course Units</b>	54 quarter units
<b>Program Total Clock Hours</b>	540

Registered Nurse (RN) to Bachelor of Science in Nursing (BSN) Program Graduation requirements:

*In order to satisfy program completion, each student must meet all requirements by completing an ADN equal to a minimum of 58 semester credit units to include prerequisites and nursing courses per BRN CCR1426, general education (GE) minimum of 26 semester credit units (both lower and upper division courses), and BSN courses equal to 36 semester credit units. Students must earn a minimum of 70% in the theory content for all nursing courses. Successful completion of GE and Nursing credits yields a total of 120 semester credit units.*

## *Program Course Descriptions*

### **NURS 310 Transition to Professional Nursing**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 clock hours

#### **Textbook:**

- *Transitions to Professional Nursing Practice*, ISBN 978-1-64176-090-4.

This course is designed to enhance the registered nurse's knowledge of the role of the professional nurse in meeting the health needs of society. The relationship between historical issues, trends, and theories and professional nursing practice will be analyzed. Students will examine behaviors related to various roles of the professional nurse, including caregiver, teacher, advocate, research consumer, and counselor. Additionally, this course addresses communication skills necessary to a professional nurse including writing and computer literacy.

### **NURS 320 Cultural Influences in Healthcare**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 clock hours

#### **Textbook:**

- *Transcultural Nursing: Assessment and Intervention* (8<sup>th</sup> Ed.) ISBN 978-0-323-69554-1

This course provides students with an overview of health issues and health disparities confronting culturally diverse populations in the United States. The course also addresses genetic, cultural, historical and demographic factors that influence these health issues and disparities, implications for culturally effective health care, and for development of health policy.

### **NURS 330 Legal and Ethical Decision-Making in Nursing**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 hours

#### **Textbooks:**

- *Nurses Making Policy*, Third Edition: From Bedside to Boardroom, ISBN 978-0826166456.
- *Ethical and Legal Issues in Nursing* 1st Edition, ISBN 978-1554813964

This course explores legal and ethical standards and considerations common to the healthcare environment, such as decision-making, privacy and confidentiality, bioethical dilemmas, and healthcare policy. This course also focuses on the distinct value system

associated with the healthcare industry and the values of professionalism. Learners will evaluate legal and ethical issues and their impact on patient safety outcomes.

### **NURS 340 Information Technology in Nursing Practice**

Units: 4.5 quarter units  
Course Length: 10 weeks  
Theory: 45 hours

#### **Textbook:**

- Essentials of Nursing Informatics, ISBN 978-1260456783

This course provides an overview of the resources and methods required to maximize the storage, retrieval, and use of information in health care. This includes understanding the role of the nurse informaticist; identifying nurse-sensitive outcomes that promote quality improvement measures; supporting the contributions nurses provide in relation to patient care; and examining workflow changes related to computerized management systems. This course explores technology in nursing and health care practice, research, education, and leadership.

### **NURS 410 Pathophysiology**

Units: 6 quarter units  
Course Length: 10 weeks  
Theory: 60 hours

#### **Textbooks:**

- McCance & Huether's Pathophysiology: The Biologic Basis for Disease in Adults and Children 9th Edition, ISBN 978-0323789875

This course examines the response of the human body to disease processes. The etiologic, symptomatologic, and pathologic aspects of common deviations from normal physiology will be explored. Examines the rationale behind diagnosis and treatment of illness and injury and the contributing environmental and genetic components. Research advances in genetics and biomedical sciences are explored.

### **NURS 415 Health Assessment**

Units: 6 quarter units  
Course Length: 10 weeks  
Theory: 60 hours

#### **Textbooks:**

- Physical Examination and Health Assessment, 8th Edition, ISBN 9780323510806

This course will examine the theoretical knowledge necessary to perform a comprehensive health history and physical examination on the pediatric, adult, and geriatric patient. Provides the opportunity for application of basic knowledge using case studies and virtual

assessments related to performing a complete nursing health assessment of pediatric, adult, and geriatric patients.

### **NURS 420 Concepts in Community and Public Health\***

Units: 6 quarter units

Course Length: 10 weeks

Theory: 60 hours

#### **Textbooks:**

- Community/Public Health Nursing, 8th Edition, ISBN 978-0323795319

This course examines diverse populations in the community setting. Those of varying cultures, spiritual values, geographic norms, and economic conditions. Vulnerable populations are explored with critical analysis, using the principles of epidemiology, social determinants, and value-based care to plan and intervene in areas of health promotion and disease prevention.

*\*This course does not meet the California Public Health Nurse Requirement (no clinical component).*

### **NURS 430 Nursing Leadership and Management**

Units: 6 quarter units

Course Length: 10 weeks

Theory: 60 hours

#### **Textbook:**

- Leading and Managing in Nursing 8th Edition, ISBN 978-0-323792066

This course examines leadership and management models in relation to organizational and system-wide change. Particular attention is given to the identification of personal leadership styles and values. Importance is placed on the development of effective management and leadership skills, with an emphasis on effective communication. Topics include ethics, quality improvement, safety, interprofessional collaboration, group dynamics and conflict resolution, resource allocation, and strategic planning.

### **NURS 440 Research and Evidence-based Practice**

Units: 6 quarter units

Course Length: 10 weeks

Theory: 60 hours

#### **Textbook:**

- Evidence-Based Practice for Nursing and Healthcare Quality Improvement, ISBN 978-0-323-48005-5

This course covers principles, concepts, and application of scientific inquiry to phenomena of concern to other health professions, nursing, and patient health experiences in the

community setting. The course promotes the critical analysis of research findings as a basis for improving clinical practice. Quantitative and qualitative research methodologies are presented, and an overview of evidence-based practice is provided to prepare the student for the professional research capstone (NURS 445).

### **NURS 445 Professional Research Capstone**

Units: 6 quarter units

Course Length: 10 weeks

Theory: 60 hours

#### **Textbook:**

- Evidence-Based Practice for Nursing and Healthcare Quality Improvement, ISBN 978-0-323-48005-5

The course combines scholarly activities with clinical practice experiences designed to synthesize learning into the practice environment and impact health outcomes. Learners participate in planned, clinical experiences that refine professional competencies at the baccalaureate level and enable learners to integrate new knowledge and higher-level skills to advance nursing practice. Clinical practice hours will be dedicated to learning objectives in leadership and in community health. The professional capstone project offers learners the opportunity to propose a resolution to an issue or problem significant to nursing practice within a clinical environment. Learners identify, design, and propose an evidence-based solution within a healthcare organization with guidance from faculty and a preceptor in the field. The proposal must reflect synthesis and integration of course content and professional practice. Development of the capstone project is guided by the baccalaureate program learner learning outcomes. Community Capstone hours: 100

### **For Applicants and Students Regarding Nursing Licensure**

United Nursing College (UNC) provides the following information to applicants and students regarding the professional licensure requirements for our nursing programs.

#### **Program Designations**

- Associate's Degree in Nursing (ADN): This is a pre-licensure program. Successful completion of this program is intended to qualify students to sit for the NCLEX-RN® examination and seek licensure as a Registered Nurse (RN) in the State of California.
- Registered Nurse (RN) to Bachelor of Science in Nursing (BSN): This is a post-licensure program designed for individuals who already hold an active, unencumbered license as a Registered Nurse. This program does not lead to initial RN licensure.

## **Disclosure for Out-of-State Practice**

The ADN program at UNC is designed to meet the educational requirements for professional nursing licensure in the State of California as mandated by the California Board of Registered Nursing (BRN).

If you intend to pursue initial licensure in a state other than California upon completion of the ADN program, please be advised:

5. No Determination Made: UNC has not made a determination whether its ADN curriculum meets the specific educational requirements for licensure in any state or U.S. territory other than California.
6. Consultation Requirement: Requirements for licensure vary by state and are subject to change. Applicants and students intending to practice outside of California must consult the Board of Nursing (BON) in their intended state of practice to verify that the UNC curriculum meets that state's specific criteria.
7. NCLEX-RN and Compact States: While the NCLEX-RN is a national exam, clinical hour requirements and theory content vary. If you are interested in the Nurse Licensure Compact (NLC), you should verify how your California-based education aligns with your home state's residency requirements.
8. Relocation Warning: Please be advised that a change in your physical location (relocation to another state) while enrolled in the ADN program may impact your ability to meet licensure requirements in that new state. It may also affect your eligibility for federal financial aid.

## **Resources for Students**

To find the contact information and specific requirements for a particular state, please visit the National Council of State Boards of Nursing (NCSBN) website:

<https://www.ncsbn.org/membership/us-members/contact-bon.page>

**Student Acknowledgment:** By enrolling in United Nursing College, students acknowledge that they have been informed of the professional licensure requirements and understand it is their responsibility to verify the requirements of any state in which they intend to practice.

## **GENERAL EDUCATION COURSES:**

### **BIO 100 Human Biology**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 hours

#### **Textbooks:**

- Mader, S. & Windelspecht, M. (2022). *Human Biology, 17<sup>th</sup> Edition*. McGraw Hill Connect. ISBN 978-1264407408

This course is an introduction to scientific and biological principles presented in a human context. Topics covered include the scientific method, cell structure and function, biochemistry, metabolism, genetics, human anatomy and physiology with a review of organ systems and the application of biotechnology.

### **BIO 200A Anatomy and Physiology I**

Units: 6 quarter units

- Theory: 4.5
- Lab: 1.5

Course Length: 10 weeks

Course hours:

- Theory: 45
- Lab: 30

#### **Textbooks:**

- McGraw Hill Connect for Anatomy & Physiology (SmartBook 2.0)

This 10-week course is the first of a two-course sequence that examines the structure and function of the human body. This course examines basic biological chemistry, cell biology, and histology as well as anatomy and homeostatic mechanisms regulating function of the integumentary, skeletal, muscular, and nervous systems.

### **BIO 200B Anatomy and Physiology II**

Units: 6 quarter units

- Theory: 4.5
- Lab: 1.5

Course Length: 10 weeks

Course hours:

- Theory: 45
- Lab: 30

#### **Textbooks:**

- McGraw Hill Connect for Anatomy & Physiology (SmartBook 2.0)

This 10-week course is the second of a two-course sequence that examines the structure and function of the human body. This course examines the anatomy and homeostatic mechanisms regulating function of the cardiovascular, respiratory, digestive, renal, reproductive, and endocrine systems.

### **BIO 205 Microbiology**

Units: 6 quarter units

- Theory: 4.5
- Lab: 1.5

Course Length: 10 weeks

Course hours:

- Theory: 45
- Lab: 30

#### **Textbooks:**

- McGraw Hill Connect for Anatomy & Physiology (SmartBook 2.0)

This 10-week course serves as a comprehensive introduction to the fundamental principles of microbiology and immunology, with a primary focus on pre-nursing, pre-allied health, and non-science majors. The course delves into the historical concepts and importance of microorganisms and acellular agents in the biosphere and their role in human and animal diseases. The central topics covered include bacteria's structure, growth, physiology, genetics, and biochemistry of microorganisms. The course significantly emphasizes medical microbiology, infectious diseases, and public health.

*Prerequisite: Introduction to Biology or equivalent*

### **COMM 100 Oral Communication**

Units: 4.5 quarter units

Course Length: 10 Weeks

Theory: 45 hours

#### **Textbook:**

- Turner, K. (2017). Public Speaking: Finding Your Voice, 11th Edition. Pearson. ISBN 978-0134380926

This 10-week course explores the art of public speaking by using a broad range of techniques to develop compelling and effective oral presentations. By creating and delivering presentations of persuasive and informative intent, students will cultivate confidence in their ability to address an audience with clarity and impact. Students will gain an understanding of the dynamics and variables of different speaking situations as they develop their ability to leverage appropriate oral communication goals and strategies, both verbal and nonverbal, and to achieve those goals in an effective and ethical manner. Students will also practice and cultivate active listening skills as they engage as audience members during presentations. Special attention is given to the impact of public discourse in creating and maintaining positive civic and professional relationships.

## **ENG 101 English Composition**

Units: 4.5 units

Course Length: 10 Weeks

Theory: 45 hours

### **Textbook:**

- English Composition, compiled by Jennifer Brezina & Edited by Byron Campbell, Alexa Johnson, & Alex Gavilan

This 10-week course is an introductory writing course. The course will cover all fundamental principles of writing and will stress the three stages of the writing process: prewriting, writing, and revision. Grammar exercises will supplement writing instruction to provide students with a review of current usage. The student is required to write between 4,500 and 6,000 words divided among several essay assignments.

## **MATH 100 Intermediate Algebra**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 hours

### **Textbooks:**

- Martin-Gay, E. (2022). Intermediate Algebra, 8th Edition. Pearson.
- MyLab Math with Pearson eText (18 Weeks) for Intermediate Algebra  
ISBN-13: 9780137581153 | Published 2022

This 10-week course focuses on arithmetic and algebraic manipulation, equations and inequalities, graphs, and analysis of equations and graphs. Students will simplify arithmetic and algebraic expressions including those containing rational expressions, and rational exponents; solve single and systems of equations that include linear, quadratic, and radical components; graph linear inequalities in two variables; and analyze functions and non-functions.

## **MUS 100 Music Appreciation (Humanities)**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 hours

### **Textbooks:**

- Levitin, D. (2007). *This is Your Brain on Music: The Science of a Human Obsession*.

The main part of this 10-week course will deal with the intersection of science and music. The course text, *This is Your Brain on Music* by musician and neuroscientist Daniel J. Levitin, will be supplemented with videos to help solidify the concepts presented in the text. Students will also listen to a wide variety of music, starting with music inspired by religion and mythology. From there, students will examine the music of Love and Hate, War (both pro-war

and songs of protest), and the concert music of the 20th century. Finally, students will examine the incredible variety of musical genres that exist in the world today.

### **PHI 100 Introduction to Ethics**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 hours

#### **Textbooks:**

- Kreeft, Peter (2024). Ethics for beginners: Big ideas from 32 great minds, ISBN 9781685780760.

This 10-week course explores the historical roots, foundational concepts, and diverse perspectives in moral philosophy. Students will explore the essence of morality, the good life, and ethical reasoning. The course examines the ways in which philosophy, theology, and history has influenced moral thought. Key ancient and medieval philosophers will be analyzed alongside modern moral theories, including deontology, utilitarianism, and virtue ethics. Contemporary issues in bioethics, medical ethics, human rights, and public policy will be critically evaluated. Emphasis is placed on developing critical thinking and argumentation skills, enabling students to reflect on and articulate ethical beliefs while addressing moral dilemmas in personal and professional contexts.

### **PSY 100 Introduction to Psychology**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 hours

#### **Textbooks:**

- Schacter, D., Gilbert, D., Wegner, D., & Nock, M. (2020). Introducing Psychology, Fifth Edition. Worth Publishers. ISBN 978-1319190774.

This 10-week course explores the foundation, theories, and theoretical orientations of psychology. Using established methodologies in psychology, students will implement analysis and critical thinking to explore the biology of psychology and how biology and behavior are interwoven. Additionally, emphasis will be placed on the importance of sensation as we address multi-model (touch, see, hear, taste) learning and the conduction of perception. The aspects and variations of consciousness and the implications of the world of unconsciousness will also be introduced. With the degrees and importance of memory, students will be able to critically analyze and articulate arguments, distinguish fact from opinion, and strengthen logical reasoning.

### **SOC 100 Introduction to Sociology**

Units: 4.5 quarter units

Course Length: 10 weeks

Theory: 45 hours

**Textbooks:**

- Giddens, A. et al. (2016). Introduction to Sociology, Seagull 10E. W. W. Norton Company.

This 10-week course provides a comprehensive introduction to the field of sociology, examining the foundational concepts, theories, and research methods used to understand human society and social behavior. Based on Anthony Giddens' Introduction to Sociology (Seagull 10th Edition), the course explores key sociological themes and questions, including the nature of society, the role of culture, and the impact of social institutions on individuals and groups.

**OPTIONAL UPPER DIVISION GENERAL EDUCATION COURSES:****BIO 465 Exercise and Nutrition Physiology**

Units: 6 quarter units

Course Length: 10 weeks

Theory: 60 hours

**Textbooks:**

- Rawson, E., Branch, J.D., & Stephenson, T. (2023). Williams' Nutrition for Health Fitness and Sport ISE. McGraw Hill. (Electronic version provided in course)..

This course explores the intricate relationships between nutrition, physical activity, and human physiology, with a special focus on optimizing health and athletic performance. Students will examine the roles of macronutrients and micronutrients in energy metabolism, training adaptations, and recovery. Key topics include body composition, weight regulation, hydration, dietary planning, and evidence-based use of supplements and ergogenic aids. Through practical assessments, discussion, and analysis of scientific literature, students will learn to develop personalized nutrition and exercise strategies tailored to various health and performance goals. Emphasis is placed on critical thinking, evaluating health claims, and applying current research to support diverse populations. This course is ideal for students pursuing careers in health sciences, fitness, nutrition, or related fields.

*Prerequisite: Anatomy and Physiology*

**BST 460 Biostatistics for Evidence-based Practice in Nursing**

Units: 6 quarter units

Course Length: 10 weeks

Theory: 60 hours

**Textbook:**

- Essentials of Biostatistics for Public Health, ISBN 978-1284231977
- Statistics for Evidence-Based Practice in Nursing, ISBN 978-1284194678

*Prerequisite: Intermediate Algebra or higher*

The purpose of the course is to teach fundamental concepts and techniques of descriptive and inferential statistics with applications in health care, medicine, and public health. The course will introduce statistical methods used in biological and health science research. Fundamental probability theory, statistical inference sample size, inference for means and proportions, descriptive statistics, and principles of ethical research will be outlined, providing students a sound methodological foundation for public health practice.

### **ENG 450 Critical Reasoning and Advanced Composition**

Units: 6 quarter units

Course Length: 10 weeks

Theory: 60 hours

#### **Textbook:**

- The Practice of Argumentation: Effective Reasoning in Communication (Critical Reasoning and Argumentation), ISBN 978-1107681439

*Prerequisite: College English Composition*

This 10-week course explores advanced writing techniques and strategies to read and write critically. Through implementation of rhetorical strategies and the development of more advanced composition styles, students will be able to critically analyze and articulate arguments, distinguish fact from opinion, and strengthen logical reasoning. Special attention is given to evaluating evidence and reasoning, the building blocks of argumentation. The student is required to write between 6,500 and 8,000 words divided among several essay assignments.

### **PSY 400 Psychopathology**

Units: 6 quarter units

Course Length: 10 weeks

Theory: 60 hours

#### **Textbook:**

- The Practice of Argumentation: Effective Reasoning in Communication (Critical Reasoning and Argumentation), ISBN 978-1107681439

*Prerequisite: Introduction to Psychology or higher*

This 10-week course explores advanced writing techniques and strategies to read and write critically. Through implementation of rhetorical strategies and the development of more advanced composition styles, students will be able to critically analyze and articulate arguments, distinguish fact from opinion, and strengthen logical reasoning. Special attention is given to evaluating evidence and reasoning, the building blocks of argumentation. The student is required to write between 6,500 and 8,000 words divided among several essay assignments.

## **OPTIONAL NON-TRANSFERABLE COURSES**

The Anatomy & Physiology Refresher courses DO NOT fulfill the prerequisite requirements for Anatomy and Physiology. They are non-transferable and specifically designed for those who have already taken Anatomy & Physiology courses and are wanting to be refreshed of the information or gain an introductory understanding prior to entering their educational pathway into nursing, medicine, physical therapy, etc. There are no laboratory components within these courses.

- These courses are mandatory for students who would like to apply to the ADN program and their Anatomy and/or Physiology courses are seven years old or older.
- These courses are optional for students who would like to increase their science GPA for application purposes (science GPA must be a minimum 2.5).

### **AP 100 Anatomy & Physiology I Refresher**

Units: 3 quarter units

Course Length: 8 weeks

Theory: 20 hours

#### **Textbook:**

- Anatomy, Physiology, & Disease: Foundations for the Health Professionals, 3rd Edition, ISBN13: 9781264130153

This course is one of a two-course sequence and will highlight the important studies related to the structure and function of the human body including cells, tissues, and organs of the integumentary, skeletal, muscular, and nervous systems. The course emphasizes the interrelationships among body systems and regulation of physiological functions involved in maintaining homeostasis within the body.

### **AP 101 Anatomy & Physiology II Refresher**

Units: 2 quarter units

Course Length: 8 weeks

Theory: 20 hours

#### **Textbook:**

- Anatomy and Physiology, 2 Edition, ISBN 9781711494050

This course, the second of the two-course sequence, provides a continuation of the highlights of anatomy and physiology of the human body in relation to the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. Portions of the course cover important concepts related to the body's metabolism, nutrition, acid-base balance, and the balance of fluid and electrolytes.

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## **Accreditation Status**

United Nursing College is unaccredited at this time and is currently seeking institutional accreditation.

United Nursing College graduates are eligible to sit for the NCLEX-RN examination in California, as the California Board of Registered Nursing (BRN) provides approval for BRN approved nursing programs.

Students who obtain a degree from an unaccredited institution may not be recognized for some employment positions, including, but not limited to, positions with the State of California. This is at the employer's discretion.

Graduates from the nursing program enrolled in an unaccredited institution are not eligible for federal financial aid programs.

## **Notice to Prospective Degree Program Students**

This institution is provisionally approved by the Bureau for Private Postsecondary Education to offer degree programs. To continue to offer degree programs, this institution must meet the following requirements:

- Become institutionally accredited by an accrediting agency recognized by the United States Department of Education, with the scope of the accreditation covering at least one degree program.
- Achieve accreditation candidacy or pre-accreditation, as defined in regulations, by (date two years from date of provisional approval), and full accreditation by (date five years from date of provisional approval)

If this institution stops pursuing accreditation, it must:

- Stop all enrollment in its degree programs, and
- Provide a teach-out to finish the educational program or provide a refund.

An institution that fails to comply with accreditation requirements by the required dates shall have its approval to offer degree programs automatically suspended.

Institutional Representative Initials: \_\_\_\_\_ Student Initials: \_\_\_\_\_

Date: \_\_\_\_\_ Date: \_\_\_\_\_ "

## SECTION 7: TRANSFER INFORMATION

### NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION

The transferability of credits you earn at **United Nursing College** is at the complete discretion of an institution to which you may seek to transfer. **Acceptance of the Associate Degree in Nursing (ADN) and/or Bachelor of Science in Nursing Degree (BSN)** you earn in the ***“the educational program”*** is also at the complete discretion of the institution to which you may seek to transfer. If the **Associate Degree in Nursing (ADN) and/or Bachelor of Science in Nursing Degree (BSN)** that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending **United Nursing College** to determine if your **Associate Degree in Nursing (ADN) and/or Bachelor of Science in Nursing Degree (BSN)** will transfer.

Students requesting transfer of credits from UNC to other institutions will be charged a \$25.00 processing fee.

## SECTION 8: GRADUATION INFORMATION

ADN students must achieve a GPA of at least 2.0 in order to graduate and receive the Associate Degree in Nursing. Satisfactory completion of all the courses in a program must occur within 150% of the program semester hours of credit attempted.

RN to BSN program students must complete all courses in the program and achieve a GPA of at least 2.0 in order to graduate and receive the Bachelor of Science in Nursing Degree.

## SECTION 9: EMPLOYEE INFORMATION

### Faculty

#### **Adedayo, Tolulope**

MSN Charles R. Drew University  
DNP Frontier Nursing University

#### **Alzubaidi, Amil**

BA National University  
MA University of California, San Diego

#### **Begum, Aynun**

PhD University of Tokushima Japan

#### **Basinski, Talitha**

ADN Palomar Community College  
BS Western Governors University  
MSN-Ed Western Governors University  
DNP Regis College

#### **Buonaccorsi, Eric**

ADN Community College of Rhode Island  
MSN Walden University  
DNP Regis College

#### **Byrne, Robin**

ADN Santa Ana College Nursing Program  
BSN Western BSN Governors University  
MSN Colorado Technical University

#### **Carpenter, Hannah**

BSN West Coast University

#### **Carrithers, Jodi**

BS Western Governors University  
MSN Western Governors University

#### **Chae, Camille**

BSN Johns Hopkins University  
MSN Johns Hopkins University

#### **Cox, Mollie**

BSN Grand Canyon University

#### **Diamond, Kathleen**

BS California State University  
BSN University of Nevada Las Vegas  
MSN Grand Canyon University

**Diestra, Maria**

BSN University of California, San Francisco  
MSN University of California, San Francisco

**Drummond, Susan**

BSN California State University, Dominguez Hills  
MSN California State University, Dominguez Hills  
PhD Azusa Pacific University

**Fiaalii, Farah**

BSN Capella University

**Ford, Amber**

BSN Azusa Pacific University

**Friedrich, Danielle**

BSN National University

**Furguiel, Makenna**

BSN Point Loma Nazarene University

**Gushansky, Gene**

BA University of Northern Colorado  
MA University of Northern Colorado

**Hamel, Norma**

BSN Walsh University, Ohio  
MSN San Diego State University

**Hart, Shannon**

DNP University of Cincinnati

**Heiserman, Shawna**

BSN Western Governors University

**Herrscher, Pamela**

BSN Murray State University

**Holland, Tiffany**

BSN California State University, Bakersfield

**Hurtado, Diana**

BSN Loma Linda University

**Jarrett, Keiko**

BSN West Coast University

**Jones, Jordan**

BSN California Baptist University

**Kennedy, Kelly**

MSN Western Governors University

**Knaack, Adriane**

BSN Capella University

**Lucas, Rhett**

BSN Boise State University

ADN Palomar College

**McCarthy, Sean**

BA University of California, Los Angeles

MA Grand Canyon University

**Michkov, Alexander**

Ph.D. Molecular Genetics, Genomics, and Bioinformatics, University of California, Riverside

**Milhausen, Naomi**

BSN San Diego State University

**Montebon, Joselia**

BSN Cebu Normal University, Phillipines

**Nelson, Shauna**

MSN California Baptist University

BSN West Coast University

**Ogunrinola, Whitney**

BS California State University, Northridge

MSN University of California, Los Angeles

**Pahls, Mark**

BS Fort Hays University

MS Fort Hays University

MS University of Kansas

Ed.D. University of Kansas

**Rinke, Lisa**

BS University of Michigan

MSN University of Detroit Mercy

DNP Western Kentucky University

**Rio, Monica**

BSN University of Southern Indiana

MSN University of Southern Indiana

**Rowland, Adam**

BA California State University, San Bernardino  
MA American College of Education, Indiana  
Ed.D. American College of Education, Indiana

**Rowland, Michelle**

BSN Grand Canyon University  
MSN-Ed. Grand Canyon University  
DNP Regis College

**Rudd, Kristian**

BSN West Coast University

**Ruiz, Jaimie**

BSN Loma Linda University  
DNP Loma Linda University

**Ruiz, Noelle**

BS Biology California State University, Long Beach  
MA Education University of Phoenix  
MA Biology Point Loma Nazarene University

**Ruud, Alexander**

BA University of California, Riverside  
MA Grand Canyon University

**Santiago, Rene**

BSN University of Phoenix  
MSN Grand Canyon University

**Schei, Ron**

BA University of California, Los Angeles

**Sotelo, Stephanie**

BSN University of Phoenix  
MSN-Ed Grand Canyon University

**Spady, Sabrina**

BSN Vanguard University of Southern California  
MSN-Ed West Coast University

**Stead, Roxanna**

BSN California State University, Dominguez Hills  
DNP Loma Linda University

**Triplett, Gretchen**

BSN University of Southern California

**Wells, Jeanette**

BSN Oklahoma Christian University  
MSN-Ed Grand Canyon University  
DNP Azusa-Pacific University

**White, Joshua**

BS University of California Los Angeles  
MATS Westminster Theological Seminary  
MS Point Loma Nazarene University

**Wrobel, Amanda**

BSN Northern Illinois University  
MSN Chamberlain University

**Zirzow, Jennifer**

BSN Western Governors University  
MSN-Ed University Texas Austin

**Officers****Hong, John: CEO/CFO/COO**

BS University of Miami  
MD University of Miami School of Medicine  
MBA University of Chicago Graduate School of Business  
HPA University of Chicago

**Rowland, Michelle: CAO, Dean of Nursing**

BS Grand Canyon University  
MSN-Ed Grand Canyon University  
DNP Regis College

**Administration****Basinski, Talitha: Assistant Director of Nursing**

BS Western Governors University  
MSN-Ed Western Governors University  
DNP Regis College

**Drummond, Susan: Director of Nursing**

BSN California State University, Dominguez Hills  
MSN California State University, Dominguez Hills  
PhD Azusa Pacific University

**Rowland, Adam: Dean of Educational Services, Registrar**

BA English California State University, San Bernardino  
MA Educational Technology American College of Education  
Ed.D. Curriculum and Instruction American College of Education,

**Zirzow, Jennifer: Assistant Director of Nursing, Director of Simulation**

BSN Western Governors University  
MSN-Ed University Texas Austin

**Staff****Banari, Iuliana: Educational Excellence Liaison**

BSN Boise State

**Camacho, Nichole: Skills Laboratory Assistant**

ADN College of the Canyons

**Ciccone, Lisa: Marketing and Business Development**

BA Fashion Management and Marketing Berkeley College

**Flores, Ruby: Skills Laboratory Assistant**

BSN Boise

**Gil, Monica: Simulation Laboratory Technician**

Medical Assisting Diploma North West College

**Harrison, Kirra: Educational Excellence Liaison**

BSN Boise State

**Hinchman, Amy: Operations Manager**

BA Liberal Arts California State University, San Marcos

**Hinchman, Mary: Financial Assistant**

BBA National University

**Jackson, Morgan: Student Accounts and Services Liaison****MacDonald, Daniel: Recruitment and Digital Media Specialist**

BA Film, California Baptist University

**Mamazonova, Kamila**

BSN Grand Canyon University

**Maranville, Christie: Admissions and Program Supervisor****McMane, Sherron**

MEd Grand Canyon University

**Morales, Chad: Skills Laboratory Assistant**

BSN Boise State

**Palomino, Cesar: Skills Laboratory Assistant**

ADN Palomar College

**Russell, Pyper: Admissions and Programs Assistant**

**Sara Massey: Program/Registrar/Operations Assistant**

AA Fashion Institute of Design and Merchandising

**Walling, Taylor: Admissions and Program Assistant**

AS Palomar College