



# UNITED NURSING COLLEGE

## “United We Learn” Catalog Vol.3

Period covered by the catalog  
**2025-2026**

35100 Makena Ave. Ste. 203

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

Section 1 - General Information.....	10
History of the College.....	10
Location.....	10
United Nursing College Location/Map .....	11
Facilities.....	11
Vision.....	11
Mission .....	11
Educational Philosophy .....	12
Legal Disclosures .....	12
Section 2 - Admissions.....	12
Admissions Policy for the ADN Program .....	12
Admissions Policy for Advanced Placement.....	15
Admissions Policy for RN to BSN Program .....	15
Acceptance of Credit Policies.....	16
Ability-to-Benefit Examination and CLEP Assessments .....	17
<b>AP Minimum Scores and General Education Equivalencies</b>	<b>17</b>
Articulation Agreements.....	17
Experiential Learning Credit Policy and Procedure .....	17
International Students .....	18
Schedule of Total Charges.....	18
<b>Spring 2026 Pre-licensure Associate Degree in Nursing Program Pricing</b>	<b>18</b>
<b>Spring 2026 Advanced Placement Pathway Pricing Breakdown</b>	<b>19</b>
<b>Spring 2026 RN to BSN Program Pricing</b>	<b>20</b>
Student Tuition Recovery Fund (STRF) .....	24
Student Application for Refund of STRF funds .....	25
Claims Amount, Payment, and Denial .....	27
Enrollment Agreement Cancellation Procedure .....	28
Cancellation, Withdrawal, and Failed Course Refund Policy and Procedure .....	29
Withdrawal and Failed Course Transcript Policy.....	30
Financial Aid .....	32
Loan Repayment.....	32
Section 3 - Student Services.....	32
New Student Orientation .....	32

ADA Service (Policy and Procedure).....	32
• Accommodation Request Procedure .....	33
Appeals, Reconsideration, and External Appeal Rights.....	33
• Implementation and Opt-Out .....	33
Pregnancy .....	34
Academic Advising .....	34
Tutoring Services.....	34
Student Life .....	34
Placement Services .....	35
Library .....	35
Student Housing .....	35
Section 4- Student Rights and Responsibilities.....	35
Leave-of-Absence Policy .....	35
Standards for Student Achievement .....	36
<b>Associate Degree Nursing Program</b>	<b>36</b>
<b>RN to BSN - Bachelor of Science in Nursing Degree Program</b>	<b>37</b>
Student Complaints and Grievances Policies and Procedures.....	37
• <b>Informal Resolution</b>	<b>38</b>
o <b>The student should attempt to resolve the issue informally by meeting with the faculty member, staff, or involved party.</b>	<b>38</b>
• <b>Filing a Formal Grievance</b>	<b>38</b>
• <b>Review and Investigation</b>	<b>38</b>
• <b>Resolution and Communication</b>	<b>38</b>
• <b>Appeal</b>	<b>38</b>
Section 5 - Academic Regulations and Standards.....	39
Recordkeeping .....	39
Distance Education Response and Evaluation.....	41
Attendance and Tardy Policy .....	41
<b>Associate Degree Nursing (ADN) Program Attendance Policy</b>	<b>41</b>
<b>Distance Education Course Attendance Policy</b>	<b>42</b>
Probation and Dismissal Policy .....	43
• 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. ....	44

Section 6 - Credit Courses and Programs .....	44
Associate Degree in Nursing (ADN) Program .....	44
<b>Associate Degree in Nursing Program Purpose and Description</b>	<b>44</b>
<b>Associate Degree in Nursing Program Objectives</b>	<b>45</b>
<b>Associate Degree in Nursing Program Prerequisite Courses</b>	<b>46</b>
<b>Associate Degree in Nursing Program Overview</b>	<b>46</b>
<b>Associate Degree in Nursing Program Course Descriptions</b>	<b>47</b>
NURS 100 Fundamental Nursing Concepts.....	47
NURS 110OB Concepts of Health for the Childbearing Family .....	48
NURS 120P Concepts of Health for Pediatrics.....	48
NURS 130MS Medical-Surgical Concepts.....	49
NURS 210B Concepts of Behavioral Health .....	50
NURS 220G Concepts of Health for Geriatrics .....	50
NURS 230MS Intermediate Medical Surgical Concepts.....	51
NURS 240 Advanced Medical-Surgical Concepts .....	51
LVN 30-Unit Option .....	52
Requirements for the Non-Degree 30-Unit Option .....	53
Semester I .....	53
Semester II.....	54
ADN to BSN Concurrent Enrollment (ACE) Pathway .....	54
<b>Program Purpose and Description</b>	<b>54</b>
<b>ACE Pathway to BSN Program Objectives</b>	<b>54</b>
RN to BSN Program .....	57
<b>Program Purpose and Description</b>	<b>57</b>
<b>RN to BSN Program Objectives</b>	<b>57</b>
<b>RN to BSN Program Courses Required for Graduation</b>	<b>59</b>
<b>Program Overview</b>	<b>59</b>
<b>Program Course Descriptions</b>	<b>60</b>
NURS 310 Transition to Professional Nursing.....	60
NURS 320 Cultural Influences in Healthcare .....	60
NURS 330 Legal and Ethical Decision-Making in Nursing.....	61
NURS 340 Information Technology in Nursing Practice .....	61
NURS 410 Pathophysiology .....	61

NURS 415 Health Assessment.....	62
NURS 420 Concepts in Community and Public Health .....	62
NURS 430 Nursing Leadership and Management.....	62
NURS 440 Research and Evidence-based Practice.....	63
NURS 445 Professional Research Capstone.....	63
GENERAL EDUCATION COURSES: .....	63
BIO 100 Human Biology .....	63
BIO 200A Anatomy and Physiology I.....	64
BIO 200B Anatomy and Physiology II.....	64
BIO 205 Microbiology.....	64
COMM 100 Oral Communication .....	65
ENG 101 English Composition.....	65
MATH 100 Intermediate Algebra.....	65
MUS 100 Music Appreciation (Humanities) .....	66
PHI 100 Introduction to Ethics.....	66
PSY 100 Introduction to Psychology .....	66
SOC 100 Introduction to Sociology.....	67
OPTIONAL UPPER DIVISION GENERAL EDUCATION COURSES:.....	67
BIO 465 Exercise and Nutrition Physiology.....	67
BST 460 Biostatistics for Evidence-based Practice in Nursing .....	68
ENG 450 Critical Reasoning and Advanced Composition .....	68
PSY 400 Psychopathology .....	68
OPTIONAL NON-TRANSFERABLE COURSES .....	69
AP 100 Anatomy & Physiology I Refresher.....	69
AP 101 Anatomy & Physiology II Refresher.....	69
Accreditation Status.....	70
Notice to Prospective Degree Program Students.....	70
Section 7 - Transfer Information .....	71
Section 8 - Graduation Information .....	71
Section 9 – Employee Information.....	71
Faculty.....	71
Administration.....	76
Staff.....	76

Section 1 - General Information	10
History of the College	10
Location	10
United Nursing College Location/Map	11
Facilities	11
Vision	11
Mission	11
Educational Philosophy	12
Legal Disclosures	12
Section 2 - Admissions	12
Admissions Policy for the ADN Program	12
Admissions Policy for Advanced Placement	15
Admissions Policy for RN to BSN Program	15
Acceptance of Credit Policies	16
Ability-to-Benefit Examination and CLEP Assessments	17
<b>AP Minimum Scores and General Education Equivalencies</b>	<b>17</b>
Articulation Agreements	17
Experiential Learning Credit Policy and Procedure	17
International Students	18
Schedule of Total Charges	18
<b>Pre-licensure Associate Degree in Nursing Program Pricing</b>	<b>18</b>
<b>Advanced Placement Pathway Pricing Breakdown</b>	<b>19</b>
<b>RN to BSN Program Pricing</b>	<b>20</b>
Student Tuition Recovery Fund (STRF)	24
Student Application for Refund of STRF funds	25
Claims Amount, Payment, and Denial	27
Enrollment Agreement Cancellation Procedure	28
Cancellation, Withdrawal, and Failed Course Refund Policy and Procedure	29
Withdrawal and Failed Course Transcript Policy	30
Financial Aid	32
Loan Repayment	32

Section 3 - Student Services	32
New Student Orientation	32
ADA Service (Policy and Procedure)	32
Pregnancy ADA	34
Academic Advising	34
Tutoring Services	34
Student Life	34
Placement Services	35
Library	35
Student Housing	35
Section 4- Student Rights and Responsibilities	35
Leave-of-Absence Policy	35
Standards for Student Achievement	36
<b>Associate Degree Nursing Program</b>	<b>36</b>
<b>RN to BSN - Bachelor of Science in Nursing Degree Program</b>	<b>37</b>
Student Complaints and Grievances Policies and Procedures	37
Section 5 - Academic Regulations and Standards	39
Recordkeeping	39
Distance Education Response and Evaluation	41
Attendance Policy	41
<b>Associate Degree Nursing (ADN) Program Attendance Policy</b>	<b>41</b>
<b>Distance Education Course Attendance Policy</b>	<b>42</b>
Probation and Dismissal Policy	43
Section 6 - Credit Courses and Programs	44
Associate Degree in Nursing (ADN) Program	44
<b>Associate Degree in Nursing Program Purpose and Description</b>	<b>44</b>
<b>Associate Degree in Nursing Program Objectives</b>	<b>45</b>
<b>Associate Degree in Nursing Program Prerequisite Courses</b>	<b>46</b>
<b>Associate Degree in Nursing Program Overview</b>	<b>46</b>
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NURS 230MS Intermediate Medical Surgical Concepts	51
NURS 240 Advanced Medical-Surgical Concepts	51
LVN 30-Unit Option	52
Requirements for the Non-Degree 30-Unit Option	53
Semester I	53
Semester II	54
ADN to BSN Concurrent Enrollment (ACE) Pathway	54
<b>Program Purpose and Description</b>	<b>54</b>
<b>ACE Pathway to BSN Program Objectives</b>	<b>54</b>
RN to BSN Program	57
<b>Program Purpose and Description</b>	<b>57</b>
<b>RN to BSN Program Objectives</b>	<b>57</b>
<b>RN to BSN Program Courses Required for Graduation</b>	<b>59</b>
<b>Program Overview</b>	<b>59</b>
<b>Program Course Descriptions</b>	<b>60</b>
NURS 310 Transition to Professional Nursing	60
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NURS 330 Legal and Ethical Decision-Making in Nursing	61
NURS 340 Information Technology in Nursing Practice	61
NURS 410 Pathophysiology	61
NURS 415 Health Assessment	62
NURS 420 Concepts in Community and Public Health	62
NURS 430 Nursing Leadership and Management	62
NURS 440 Research and Evidence-based Practice	63
NURS 445 Professional Research Capstone	63
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AP 101 Anatomy & Physiology II Refresher	69
Accreditation Status	70
Notice to Prospective Degree Program Students	70
Section 7 - Transfer Information	71
Section 8 - Graduation Information	71
Section 9 – Employee Information	71
Faculty	71
Administration	76
Staff	76

## **Section 1 - General Information**

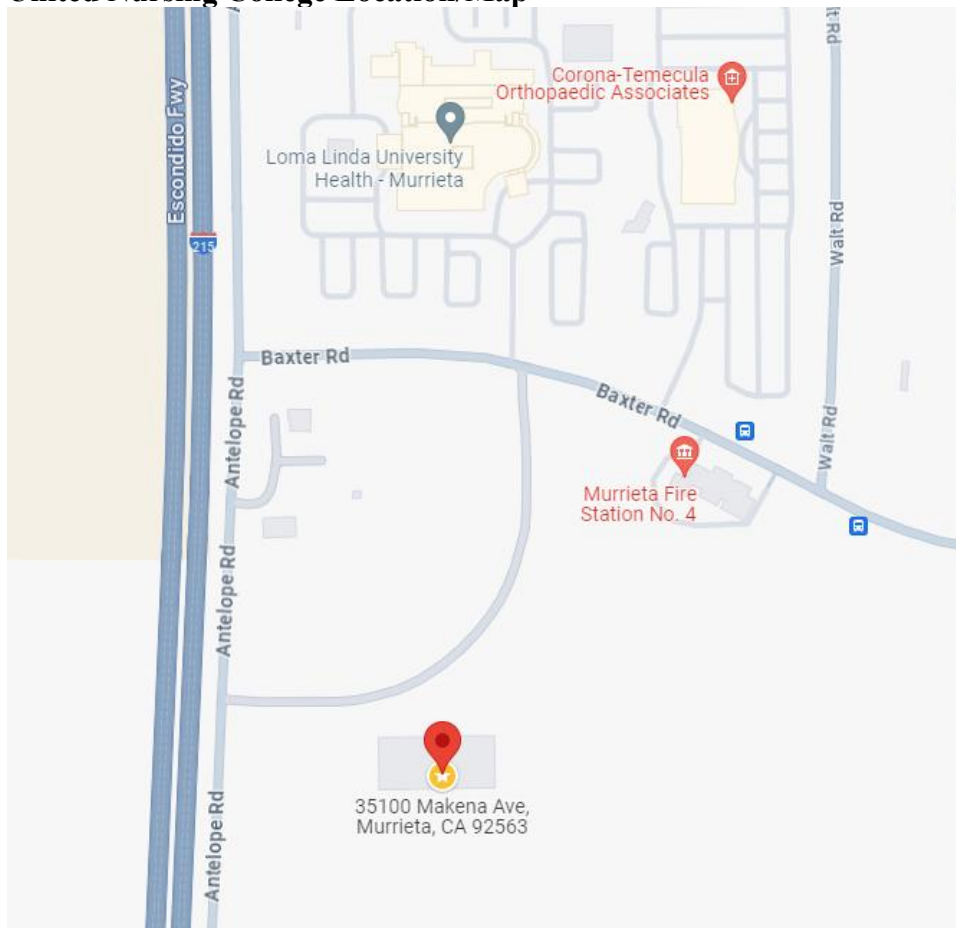
### **History of the College**

United Nursing College is a private institution 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. United Nursing College 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.

### **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 four classrooms, three laboratories, and one high fidelity simulation lab. 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.

### **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.

## **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 following:
- 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, Licensed Psychiatric Technicians, 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

### **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).

In order to receive credit for prior experience and learning, the student must complete the following:

1. LVNs, paramedics, and psychiatric technicians 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). To be admitted to a program offered by the institution, all students must provide proof of graduation from a secondary school or higher in which English is the language of instruction or give proof of obtaining the required minimum score on the Test of English as a Foreign Language (TOEFL): 470 paper-based format, 150 computer-based format, 52 internet-based format. United Nursing College does not offer the TOEFL at this time.

### Schedule of Total Charges

*Spring 2026 Pre-licensure Associate Degree in Nursing Program Pricing*

Semester 1 – NURS 100 (10 units)	
<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>

Semester 2 – NURS 110, NURS 120P, NURS 130MS (9 units)	
<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>

Semester 3 – NURS 210B, NURS 220G, NURS 230MS (9 units)	
Institutional Fees	
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>

Semester 4 – NURS 240 (8.5 units)	
Institutional Fees	
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>
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*Spring 2026 Advanced Placement Pathway Pricing Breakdown*

Required Fees – Paid in Initial Semester	
Institutional Fees	Amount
Non-Refundable Application Fee	\$75
Assessment Fee for Transfer of Credits	\$150
Non-refundable Student Tuition Recovery Fund (STRF) (\$0.00 per \$1000)	\$0
Non-Institutional Fees	
Complio subscription	\$30
American Databank background check and drug screen	\$69
<b>Total Charges – Semester 1</b>	<b>\$324</b>

Semester 1 – NURS 100 (10 units)	
Institutional Fees	Amount
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>
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<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>Term 1 – NURS 310, NURS 320 (9 Quarter Units)</b>	
<b>Institutional Fees</b>	
Student Tuition (\$148/unit)	\$1,332
Non-Refundable Application Fee	\$75
Assessment Fee for Transfer of Credits	\$100
Textbooks (estimated)	\$130

LMS - Canvas	\$50
Non-refundable Student Tuition Recovery Fund (STRF) (\$0.00 per \$1000)	\$0
<b>Total Charges – Term 1</b>	<b>\$1,687</b>

<b>Term 2 – NURS 330, NURS 440 (10.5 Quarter Units)</b>	
<b>Institutional Fees</b>	
Student Tuition (\$148/unit)	\$1,554
Textbooks (estimated)	\$130
<b>Total Charges – Term 2</b>	<b>\$1,684</b>

<b>Term 3 – NURS 412, NURS 415 (12 Quarter Units)</b>	
<b>Institutional Fees</b>	
Student Tuition (\$148/unit)	\$1,776
Textbooks (estimated)	\$130
<b>Total Charges – Term 3</b>	<b>\$1,906</b>

<b>Term 4 – NURS 420, NURS 430 (12 Quarter Units)</b>	
<b>Institutional Fees</b>	
Student Tuition (\$148/unit)	\$1,776
Textbooks (estimated)	\$130
<b>Total Charges – Term 4</b>	<b>\$1,906</b>

<b>Term 5 – NURS 340, NURS 445 (10.5 Quarter Units)</b>	
<b>Institutional Fees</b>	

Student Tuition (\$148/unit)	\$1,554
Textbooks (estimated)	\$130
<b>Total Charges – Term 5</b>	<b>\$1,684</b>
<b>Total Estimated Program Charges</b>	<b>\$8,867</b>

OPTIONAL UPPER DIVISION GENERAL EDUCATION COURSE EXERCISE AND NUTRITION PHYSIOLOGY 6 QUARTER UNITS - BIO465 (10 weeks)	
Institutional Fees	
Student tuition (\$133/unit)	\$798.00
Lab Fee	\$69.00
Textbooks (estimated)	\$75.00
Schedule of Total Charges for Period of Attendance	\$873.00

OPTIONAL UPPER DIVISION GENERAL EDUCATION COURSE BIostatISTICS 6 QUARTER UNITS - BST460 (10 weeks)	
Institutional Fees	
Student tuition (\$133/unit)	\$798.00
Textbooks (estimated)	\$75.00
Schedule of Total Charges for Period of Attendance	\$873.00

OPTIONAL UPPER DIVISION GENERAL EDUCATION COURSE CRITICAL REASONING AND ADVANCED COMPOSITION 6 QUARTER UNITS - ENG450 (10 weeks)	
Institutional Fees	

Student tuition (\$133/unit)	\$798.00
Textbooks (estimated)	\$75.00
Schedule of Total Charges for Period of Attendance	\$873.00

OPTIONAL UPPER DIVISION GENERAL EDUCATION COURSE PSYCHOPATHOLOGY 6 QUARTER UNITS - ENG450 (10 weeks)	
Institutional Fees	
Student tuition (\$133/unit)	\$798.00
Textbooks (estimated)	\$75.00
Schedule of Total Charges for Period of Attendance	\$873.00

OPTIONAL NON-TRANSFERABLE COURSE ANATOMY & PHYSIOLOGY I REFRESHER 3 QUARTER UNITS - AP100 (8 weeks)	
Institutional Fees	
Student tuition (\$133/unit)	\$399.00
Textbooks (estimated)	\$60.00
Schedule of Total Charges for Period of Attendance	\$459.00

OPTIONAL NON-TRANSFERABLE COURSE ANATOMY & PHYSIOLOGY II REFRESHER 3 QUARTER UNITS - AP101 (8 weeks)	
Institutional Fees	
Student tuition (\$200/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 Recuperacin de Matriculas 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**

### **Policy**

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: the student has the right to cancel the enrollment agreement and receive a full refund by 5 pm the seventh day after enrollment.
  - ✎ 5 week courses: the student has 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 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.

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

### **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.

## **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 will prepare students to compose comprehensive portfolios and resumes, while teaching competitive interview skills to increase marketability for job placement. All hospitals and clinics that welcome United students for clinical rotations will be notified of an interview fair with students before program completion.

### **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 for Student Achievement**

### *Associate Degree Nursing Program*

Attainment of satisfactory progress will occur on a continuous basis and at the end of each semester or course. Students in the Associate Degree Nursing Program must achieve a minimum of 70% average on all examinations and 70% overall in each course to pass. 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 may fail one course in the nursing program and be considered for readmission. Readmission after the failure of a second

course in the nursing program will be subject to faculty review. Students who repeat a course will be responsible for paying course fees again.

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

Attainment of satisfactory progress will occur on a continuous basis and at the end of each program course. Students in the Bachelor of Science in Nursing Program must achieve a minimum of 70% overall in each course to pass. Students may re-enroll in any course for any reason if needed. Re-enrollment after a second failure will be subject to faculty review. Students who repeat a course will be responsible for paying course fees again.

### **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)

## **Section 5 - Academic Regulations and Standards**

### **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.
  - o Students are considered tardy if they arrive for a lecture, lab/simulation ,or clinical shift after the scheduled start time.
  - o 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.
  - o 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.
  - o 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.
  - o 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 program that consists of four semesters of didactic, laboratory, and clinical instruction. 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.)

*Associate Degree in Nursing Program Objectives*

<b>Patient-centered care</b>	Competently coordinates and administers compassionate nursing care for diverse patients, families, groups, and populations with complex needs, across the lifespan and in a variety of settings.
<b>Communication</b>	Communicate therapeutically with patients, support persons, and members of the interdisciplinary healthcare team, including verbal, nonverbal, and written methods.
<b>Multidisciplinary Collaboration</b>	Advocates for positive individual and organizational outcomes with the multidisciplinary healthcare team through a shared purpose and workload across a dynamic healthcare climate.
<b>Safety</b>	Perform nursing care that minimizes the risk of harm to patients, self, and others in healthcare through organizational policies, procedures, and individual performance.
<b>Professionalism</b>	Demonstrates accountability for self and nursing practice including continuous engagement, ethical practice, and a spirit of inquiry through lifelong learning.
<b>Managing care</b>	Manage and coordinate empathic care for patients and families across the lifespan utilizing effective prioritization, delegation, and leadership skills to achieve optimal outcomes.
<b>Patient education</b>	Develop, implement, and evaluate an individualized teaching plan for patients, families, and caregivers utilizing multidisciplinary teaching and learning principles.
<b>Clinical Reasoning</b>	Use the nursing process as a systematic approach to analyze real or potential problems for the purpose of developing, testing, and evaluating innovative solutions within a variety of healthcare settings.

<b>Informatics in healthcare</b>	Improve patient health outcomes by accessing, analyzing, and interpreting theoretical and research information at the individual, family, and community level.
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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 Prerequisite Courses*

Communications <ul style="list-style-type: none"> <li>• Oral Communication (3 units)</li> <li>• Written Communication (3 units)</li> </ul>	6 semester or 9 quarters units
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

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

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

<b>Semester 1</b>	<b>Units</b>
<ul style="list-style-type: none"> <li>• <b>NURS 100 Fundamental Nursing Concepts</b></li> </ul>	<b>10</b>

<b>Semester 2</b> <ul style="list-style-type: none"> <li>• NURS 110OB Concepts of Health for the Childbearing Family</li> <li>• NURS 120P Concepts of Health for Pediatrics</li> <li>• NURS 130MS Medical-Surgical Concepts</li> </ul>	<b>Units</b>  3  3  3  <b>Total: 9</b>
<b>Semester 3</b> <ul style="list-style-type: none"> <li>• NURS 210B Concepts of Behavioral Health</li> <li>• NURS 220G Concepts of Health for Geriatrics</li> <li>• NURS 230MS Intermediate Medical Surgical Concepts</li> </ul>	<b>Units</b>  3  3  3  <b>Total: 9</b>
<b>Semester 4</b> <ul style="list-style-type: none"> <li>• NURS 240 Advanced Medical-Surgical Concepts</li> </ul>	<b>Units</b>  8.5
<b>Program Total Units</b>	<b>Total: 36.5</b>

**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: 25.58 hours**

**Lab/Clinical: 76.75 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: 25.58 hours**

**Lab/Clinical: 76.75 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: 25.58 hours**

**Lab/Clinical: 76.75 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: 25.58 hours**

**Lab/Clinical: 76.75 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: 25.58 hours**

**Lab/Clinical: 76.75 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: 25.58 hours**

**Lab/Clinical: 76.75 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.

### **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 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

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 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 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.

*ACE Pathway to BSN Program Objectives*

<b>Patient-centered care</b>	Incorporate critical thinking, decision making, and clinical reasoning to provide quality, patient-centered care
<b>Communication</b>	Incorporate principles of effective communication and collaboration when working with members of the health team
<b>Multidisciplinary Collaboration</b>	Work as a member of an interdisciplinary healthcare team to integrate the concepts of quality assurance and resource allocation in caring for patients across the lifespan

<b>Safety Quality Improvement Evidence-based practice</b>	Translate and apply research findings to support evidence-based, safe, and effective nursing care
<b>Professionalism</b>	Demonstrate a commitment to professionalism, modeling leadership and attributes of professional nursing practice
<b>Managing care</b>	Demonstrate the use of a variety of modalities to collaborate with patients, families, and interdisciplinary members to optimize healthcare system efficiency and patient wellness
<b>Patient education</b>	Assess health and incorporate principles and methods of health promotion and health education in nursing care of individuals, groups, and communities
<b>Informatics in healthcare</b>	Incorporate the concepts from the sciences of information management and patient care technology to improve the quality of patient care
<b>Legal and ethical practices</b>	Explore the impact of sociocultural, economical, legal, and political factors influencing patient care

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.*

### Admission Requirements

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

Associate Degree Nursing courses	10 semester or 15 quarter units
• Fundamentals	

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

Communications* <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>	9 semester or 13.5 quarters units
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
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

\*These courses are fulfilled in the ADN prerequisite courses

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

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

*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:

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
Program Total Units	54 quarter units
Program Total Clock Hours	540

*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 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 75% in the theory content for all nursing courses. 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 on a 10-week quarter system*

The RN to BSN program is 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.

### *RN to BSN Program Objectives*

<b>Patient-centered care</b>	Incorporate critical thinking, decision making, and clinical reasoning to provide quality, patient-centered care
<b>Communication</b>	Incorporate principles of effective communication and collaboration when working with members of the health team

<b>Multidisciplinary Collaboration</b>	Work as a member of an interdisciplinary healthcare team to integrate the concepts of quality assurance and resource allocation in caring for patients across the lifespan
<b>Safety Quality Improvement Evidence-based practice</b>	Translate and apply research findings to support evidence-based, safe, and effective nursing care
<b>Professionalism</b>	Demonstrate a commitment to professionalism, modeling leadership and attributes of professional nursing practice
<b>Managing care</b>	Demonstrate the use of a variety of modalities to collaborate with patients, families, and interdisciplinary members to optimize healthcare system efficiency and patient wellness
<b>Patient education</b>	Assess health and incorporate principles and methods of health promotion and health education in nursing care of individuals, groups, and communities
<b>Informatics in healthcare</b>	Incorporate the concepts from the sciences of information management and patient care technology to improve the quality of patient care
<b>Legal and ethical practices</b>	Explore the impact of sociocultural, economical, legal, and political factors influencing patient care

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.*

*RN to BSN Program Courses Required for Graduation*

Communications* <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>	9 semester or 13.5 quarters units
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
Chemistry or Biochemistry	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

\*These courses are fulfilled in the ADN prerequisite courses

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

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

*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:

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
Program Total Quarter Units	54
Program Total Clock Hours	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.

### **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

#### **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**

**Course Length: 10 weeks**

**Theory: 60 hours**

**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**

**Course Length: 10 weeks**

**Theory: 60 hours**

**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**

**Course Length: 10 weeks**

**Theory: 60 hours**

**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

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.

**Accreditation Status**

United Nursing College is unaccredited at this time but will seek accreditation when eligible.

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 quarter 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**

<b>Adedayo, Tolulope</b>
MSN Charles R. Drew University
DNP Frontier Nursing University
<b>Alzubaidi, Amil</b>
BA National University
MA University of California, San Diego
<b>Basinski, Talitha</b>

ADN Palomar Community College BS Western Governors University MSN-Ed Western Governors University DNP Regis College
<b>Blundell, Stephanie</b> BSN St. Joseph's College MSN-Ed University of Phoenix MBA Western Governors EdD Liberty University
<b>Buonaccorsi, Eric</b> ADN Community College of Rhode Island MSN Walden University DNP Regis College
<b>Byrne, Robin</b> ADN Santa Ana College Nursing Program BSN Western BSN Governors University MSN Colorado Technical University
<b>Carpenter, Hannah</b> BSN West Coast University
<b>Carrithers, Jodi</b> BS Western Governors University MSN Western Governors University
<b>Chae, Camille</b> BSN Johns Hopkins University MSN Johns Hopkins University
<b>Diamond, Kathleen</b> BS California State University BSN University of Nevada Las Vegas MSN Grand Canyon University
<b>Diestra, Maria</b> BSN University of California, San Francisco MSN University of California, San Francisco
<b>Drummond, Susan</b> BSN California State University, Dominguez Hills MSN California State University, Dominguez Hills PhD Azusa Pacific University



<b>Fiaalii, Farah</b> BSN Capella University
<b>Ford, Amber</b> BSN Azusa Pacific University
<b>Friedrich, Danielle</b> BSN National University
<b>Furguiel, Makenna</b> BSN Point Loma Nazarene University
<b>Gushansky, Gene</b> BA University of Northern Colorado MA University of Northern Colorado
<b>Hamel, Norma</b> BSN Walsh University, Ohio MSN San Diego State University
<b>Heiserman, Shawna</b> BSN Western Governors University
<b>Herrscher, Pamela</b> BSN Murray State University
<b>Holland, Tiffany</b> BSN California State University, Bakersfield
<b>Hurtado, Diana</b> BSN Loma Linda University
<b>Jarrett, Keiko</b> BSN West Coast University
<b>Jones, Jordan</b> BSN California Baptist University
<b>Kennedy, Kelly</b> MSN Western Governors University
<b>Lucas, Rhett</b> Boise State University
<b>McCarthy, Sean</b> BA University of California, Los Angeles MA Grand Canyon University

<b>Michkov, Alexander</b> Ph.D. Molecular Genetics, Genomics, and Bioinformatics, University of California, Riverside
<b>Milhausen, Naomi</b> BSN San Diego State University
<b>Montebon, Joselia</b> BSN Cebu Normal University, Phillipines
<b>Nelson, Shauna</b> MSN California Baptist University BSN West Coast University
<b>Ogunrinola, Whitney</b> BS California State University, Northridge MSN University of California, Los Angeles
<b>Pahls, Mark</b> BS Fort Hays University MS Fort Hays University MS University of Kansas Ed.D. University of Kansas
<b>Rinke, Lisa</b> BS University of Michigan MSN University of Detroit Mercy DNP Western Kentucky University
<b>Rio, Monica</b> BSN University of Southern Indiana MSN University of Southern Indiana
<b>Rowland, Adam</b> BA California State University, San Bernardino MA American College of Education, Indiana Ed.D. American College of Education, Indiana
<b>Rowland, Michelle</b> BSN Grand Canyon University MSN-Ed. Grand Canyon University DNP Regis College
<b>Rudd, Kristian</b> BSN West Coast University

<b>Ruiz, Jaimie</b> BSN Loma Linda University DNP Loma Linda University
<b>Ruiz, Noelle</b> BS Biology California State University, Long Beach MA Education University of Phoenix MA Biology Point Loma Nazarene University
<b>Ruud, Alexander</b> BA University of California, Riverside MA Grand Canyon University
<b>Santiago, Rene</b> BSN University of Phoenix MSN Grand Canyon University
<b>Schei, Ron</b> BA University of California, Los Angeles
<b>Sotelo, Stephanie</b> BSN University of Phoenix MSN-Ed Grand Canyon University
<b>Stead, Roxanna</b> DNP Loma Linda University BSN California State University, Dominguez Hills
<b>Triplett, Gretchen</b> BSN University of Southern California
<b>Wells, Jeanette</b> BSN Oklahoma Christian University MSN-Ed Grand Canyon University
<b>White, Joshua</b> MATs Westminster Theological Seminary MS Point Loma Nazarene University BS University of California Los Angeles
<b>Wrobel, Amanda</b> BSN Northern Illinois University MSN Chamberlain University
<b>Zirzow, Jennifer</b> BSN Western Governors University

MSN-Ed University Texas Austin
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## **Administration**

<b>Hong, John: CEO/CFO/COO</b>
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BS University of Miami MD University of Miami School of Medicine MBA University of Chicago Graduate School of Business HPA University of Chicago
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<b>Basinski, Talitha: Assistant Director of Nursing</b>
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BS Western Governors University MSN-Ed Western Governors University DNP Regis College
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<b>Drummond, Susan</b>
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BSN California State University, Dominguez Hills MSN California State University, Dominguez Hills PhD Azusa Pacific University
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<b>Rowland, Adam: Dean of Educational Services, Registrar</b>
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BA English California State University, San Bernardino MA Educational Technology American College of Education, Indianapolis, IN Ed.D. Curriculum and Instruction American College of Education, Indianapolis, IN
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<b>Rowland, Michelle: Dean of Nursing</b>
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BS Grand Canyon University MSN-Ed Grand Canyon University DNP Regis College
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<b>Zirzow, Jennifer; Assistant Director of Nursing, Director of Simulation</b>
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BSN Western Governors University MSN-Ed University Texas Austin
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## **Staff**

<b>Ciccone, Lisa: Marketing and Business Development</b>
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BA Fashion Management and Marketing Berkeley College
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<b>Hinchman, Amy: Operations Manager</b>
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BA Liberal Arts California State University, San Marcos
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<b>Jackson, Morgan: Student Accounts and Services Liaison</b>
<b>MacDonald, Daniel: Recruitment and Digital Media Specialist</b> BA Film, California Baptist University
<b>MacDonald, Nichole: Admissions Specialist</b> BS Marketing California Baptist University
<b>Maranville, Christie: Admissions and Program Supervisor</b>
<b>Russell, Pyper: Admissions and Programs Assistant</b>
<b>Thompson, Lakema: Program/Registrar/Operations Assistant</b>
<b>Sara Massey: Program/Registrar/Operations Assistant</b>