Thank you for your interest in WNC RIBN. Students admitted to WNC RIBN must meet dual admission requirements set forth collaboratively by A-B Tech and Western Carolina University (WCU). Please read this information thoroughly. We want to make sure you have the best possible chance of being selected by completing all processes and submitting all necessary application documents completely, correctly and by the deadline. Should you have any questions regarding the application process, please contact the WNC RIBN Adviser Carol Douglas at (828) 398-7534, caroladouglas@abtech.edu, A-B Tech, 118 Rhododendron, 340 Victoria Road, Asheville, NC 28801.

Please note that A-B Tech has a two year nursing program and Western Carolina University has a traditional four year nursing education track. Each of those options has a separate admissions process from the WNC RIBN dual admission nursing option. If you wish to apply for either of those traditional tracks, you must complete the individual admissions process for A-B Tech and/or WCU.

You must be a high school graduate, GED graduate or have an Adult High School diploma to be eligible to enter the competitive allied health programs and have self-certified this requirement on your A-B Tech College application.

APPLICATION CRITERIA FOR FALL 2015

THE APPLICATION PERIOD
A-B Tech and WCU are collaborating on a dual admission process. A-B Tech RIBN will begin accepting applications August 11, 2014, for the RIBN class that begins fall semester 2015. The deadline to apply for fall 2014 admission is January 20, 2015, 4:00 p.m.

NOTICE TO NON-U.S. CITIZENS
Admission to WNC RIBN is open only to individuals with legal status or lawful presence. Some clinical sites may have additional immigration/citizenship requirements. Successful completion of clinical rotations is required for program completion. The college refund policy applies if a student drops the program after being denied clinical site privileges. Non-citizens are encouraged to contact the appropriate licensing/certifying agency to determine if they are eligible for licensure/certification upon graduation – decisions regarding licensure/certification are solely the responsibility of the licensing/certifying agency.

Please note that the Test for Essential Academic Skills (TEAS) may only be completed at a location within the United States of America per ATI guidelines. Questions regarding program admission for non-citizens may be made to internationalinfo@abtech.edu.

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**50% TUITION SURCHARGE/WCU CLASSES**
The Board of Governors of the University of North Carolina shall impose a 50% tuition surcharge on students who take more than 140 degree credit hours to complete a baccalaureate degree. If you have prior college credit, the surcharge could impact your tuition with WCU. Please visit the WCU website (wcu.edu) to read further on the surcharge. If you have completed prior credits, the surcharge could impact your tuition and fees with WCU.

**HIGH SCHOOL COURSES REQUIRED**
To be considered for admission, you must have earned a high school diploma or its equivalent and satisfy the following UNC minimum course requirements (if under the age of 24):

- Four units of English
- Two units of social studies (one in U.S. history)
- Four units of mathematics (algebra I, algebra II, geometry, and some advanced unit of mathematics beyond algebra II)
- Three units of science (life science, physical science, and a laboratory course; biology preferred and chemistry required)
- Two units of a language other than English

*Note: HS chemistry is a requirement before starting RIBN. Students can take CHM 092 or 121 at A-B Tech to satisfy this requirement before starting the program.*

**PRE-ADMISSION TEST SCORES**
You must submit your SAT scores to A-B Tech (which must include the three components of critical reading, math and writing) if under the age of 24. If you are 24 years and older, only the SAT reading score is required. The RIBN adviser will clarify the testing scores required by WCU and A-B Tech for entry to RIBN. **To be considered for admission to WNC RIBN, the SAT score in critical reading must meet the minimum score requirement of 500 or greater and be three years old or less during the application period. The SAT reading score is used in the points (see page 4).**

- If your SAT scores are less than 500 in the SAT writing and/or math sections, you will need to take the placement test for required college math and English courses at A-B Tech.
- The SAT may be repeated; however, **only the first two scores achieved after graduation** from high-school (post-secondary education) will be considered. The higher of the two scores will be accepted.

**GRADE POINT AVERAGE**
- To be eligible to apply for admission to WNC RIBN directly from high school OR before completion of at least 20 hours of college credit, a student must have an **unweighted cumulative grade point average (GPA) of 3.0 on a 4.0 scale** in high school courses.
- To be eligible to apply for admission to WNC RIBN **after** completion of at least 20 hours of college credit, a student must have a **cumulative grade point average (GPA) of 3.0 on a 4.0 scale** in all college courses (includes courses taken at A-B-Tech). The GPA will be computed from all colleges attended. **These 20 hours will not include developmental courses (below 100 levels).**
- The **cumulative GPA from the 2014 fall semester** will be used to calculate GPA for scoring purposes.

**HOW TO APPLY**
1. Complete a free, online application to A-B Tech. Please visit [www.abtech.edu](http://www.abtech.edu) for an online application to A-B Tech. Please be aware, this is **not** an application to WNC RIBN or any other allied health program.
2. Submit ALL official college transcripts to the RIBN adviser by **January 20, 2015, 4:00 p.m.** If you are still in high school, the RIBN adviser will need the final high school transcript after grades are posted from the 2014 fall term.

3. Submit an online RIBN application. Please locate the A-B Tech website (www.abtech.edu) and type “RIBN” in the search box. You will see a link to the application. This is a preliminary application. A final application must be processed with the RIBN adviser during the application cycle (August 11, 2014-January 20, 2015).

4. During the application cycle, please call or email for an appointment to process the final application.

5. Take the Test of Essential Academic Skills exam (TEAS) published by Assessment Technologies Institute (atitesting.com). **You will be given instructions on signing up for the TEAS and TEAS dates after meeting with the RIBN adviser by January 20, 2015, application deadline. Only one set of scores will be accepted during the application cycle.**

6. Take the SAT. You may or may not have to take all three sections of the SAT. When you meet with the RIBN adviser, a determination will be made at that time if all three sections or just the reading test is required. **Note:** WCU has a testing center and offers the SAT reading test for nursing students only. Please visit [http://www.wcu.edu/academics/edoutreach/conted/testing-center/index.asp](http://www.wcu.edu/academics/edoutreach/conted/testing-center/index.asp) for more information.

**Important note:** You do not have to have the SAT and TEAS testing complete in order to apply. The SAT testing must be complete by the end of January, 2015. TEAS testing will be 2/2/15-2/13/15 on the A-B Tech campus.

**TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS)**

TEAS is an assessment product of Academic Testing, Inc. (ATI). WNC RIBN uses applicant performances on the TEAS, in addition to SAT scores and GPA, to rank applicants into the program. The student will be responsible for all costs associated with the TEAS test and any costs associated with TEAS study guides or TEAS practice tests. **A minimum score of 70 is required for entry to WNC RIBN and only one set of scores will be accepted during the application cycle.** Your cumulative score on the test will be entered into the RIBN competitive points system.

<table>
<thead>
<tr>
<th>TEAS® V Categories</th>
<th>Description/Test Items/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading</td>
<td>• paragraph comprehension, passage comprehension, and inferences/conclusions (48 items, 58 minutes)</td>
</tr>
<tr>
<td>Math</td>
<td>• whole numbers, metric conversion, fractions, decimals, algebraic equations, percentages, and ratio/proportion (34 items, 51 minutes)</td>
</tr>
<tr>
<td>Science</td>
<td>• science reasoning, science knowledge, biology, chemistry, anatomy, physiology, basic physical principles, and general science (54 items, 66 minutes)</td>
</tr>
<tr>
<td>English and Language Usage</td>
<td>• punctuation, grammar, sentence structure, contextual words, and spelling (34 items, 34 minutes)</td>
</tr>
</tbody>
</table>

[http://www.atitesting.com](http://www.atitesting.com)

**REGISTRATION FOR TEAS® ADMINISTRATION**

The TEAS exam will be administered on A-B Tech’s Asheville campus for fall 2015 admission. **If you meet all of the dual admission requirements for WNC RIBN by 4:00, January 20, 2015,** you will be given written permission by the WNC RIBN Adviser to schedule a time to take the TEAS exam. If you reschedule your test, you will be charged the

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exam fee again by A.T.I. If you are unable to schedule the test with A-B Tech, an alternate TEAS test testing date/location will be discussed with the RIBN adviser.

**TEAS testing will be 2/2/15-2/13/15 on the A-B Tech campus.**

**DAY OF THE EXAM**
- You must arrive on time at the appropriate location. Late arrivals will not be admitted.
- Photo ID is required for admission to the exam. Driver’s license is preferred.
- Use of calculators or other devices is not permitted. All personal items must be placed on the floor. Proctors may require that you place personal items in a designated area in the exam room.
- You will need your *username* and *password* to log in on the website in order to start your exam.

**ABOUT THE TEAS**
ATI provides information regarding the TEAS at: [http://www.atitesting.com](http://www.atitesting.com). You are encouraged to review this information. You can take a practice test, which is highly encouraged. You can find that information in the online resources.

Applicants with disabilities should contact the Support Services Office, Coordinator of Disability Services/Counselor at (828) 398-7581, at least three weeks prior to testing to receive special accommodations for the TEAS exam.

**HOW THE POINT SYSTEM WORKS**
Admission to the program is competitive, meaning your score will determine admission to the program and ranked against the other applicants. After meeting all general and WNC RIBN program admission requirements for WCU and A-B Tech, all WNC RIBN applicants will be ranked numerically based on the following criteria:

- Cumulative GPA, **minimum 3.0** required (unweighted high school GPA, if under 20 credit hours of college level work, **cumulative GPA** if over 20 college level credit hours, as reported by the respective institution(s)), **weighted as 25% of the total score**
- SAT critical reading – **minimum 500 score** required, three years or less, **weighted as 25% of the total score**
- TEAS (Test of Essential Academic Skills) Exam Composite, **minimum score of 70**, **weighted as 50% of the total score**

Students wishing to apply to WNC RIBN will be applying separately to Western Carolina University.

**STUDENT PREPARATION AND TESTING RESOURCES AVAILABLE**
Websites available:

- [http://sat.collegeboard.com/home](http://sat.collegeboard.com/home)
- Google
- [www.onlinecollegeprep.com](http://www.onlinecollegeprep.com)
- YouTube
- [www.mymathtest.com](http://www.mymathtest.com)
- [www.purplemath.com](http://www.purplemath.com)
- [www.atitesting.com/global/students/teas.aspx](http://www.atitesting.com/global/students/teas.aspx)
- TEAS study guides/practice tests (atitesting.com)
- [www.testprepreview.com/teas_practice.html](http://www.testprepreview.com/teas_practice.html)
- Kahn academy

TEAS exam: study guides are available for review in the Holly Library and at the A-B Tech, Madison, Enka and South sites. Study guides may also be purchased online from the test vendor ATI at the online store link or at the A-B Tech bookstore. Applicants can also access a practice online assessment through ATI (online store).

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WNC RIBN Curriculum Continuation Criteria
For Students Accepted into and enrolled in WNC RIBN

Students currently enrolled in WNC RIBN are required to:
- Maintain a minimum of “C” in all courses.
- Pass first year courses, as defined in the curriculum, before starting year two.
- Complete all year and two three year courses, as defined in the curriculum, before proceeding to year four.
- Pass the NCLEX (national board exam) before proceeding to year four.
- Maintain a cumulative 2.25 GPA to remain in the program.

NA I and CPR REQUIREMENT – please read!

All RIBN nursing students must, by January 1, 2016, prior to starting year 2 nursing courses:

1. Hold a documented, current, unrestricted credential as a Nurse Aide I (NAI) from the North Carolina Nurse Aide Registry (https://www.ncnar.org/index1.jsp) and the Division of Health Service Regulation by January 1, 2016. (A copy of current listing on the NC DHSR Nurse Aide Registry website will be acceptable documentation.)

AND

2. Show proof of one of the following:
   a. Completion of a NC-approved NA I course (didactic and face-to-face clinical). Proof of successful completion of a NC approved Certified Nurse Aide I Program (includes theory, lab, and clinical components). A copy of a college transcript or a notarized course completion certificate will be acceptable documentation.

   OR

   b. Have worked a minimum of 500 hours within the last 3 calendar years as a certified NA I in the state of NC. Proof of employment must be documented by employer(s) on company letterhead.

3. Current CPR card (for Professional Rescuer); this course should include the following components: adult, infant, child, one man & two man rescue, choking, use of mask/artificial airway/automatic external defibrillator (AED. The CNA course at A-B Tech includes CPR training).

Records are kept for only one year if the applicant has never attended curriculum classes at A-B Tech. All records, except the A-B Tech transcript, are destroyed if the student has not attended in the past five years. If you are not selected for the WNC RIBN class beginning fall semester 2015 and wish to apply for the fall 2016 class, you must re-apply and re-compete.

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WNC RIBN STUDENT INFORMATION BEGINNING YEAR 2, PLEASE READ CAREFULLY
For the Fall of 2016, criminal background checks and drug screenings will be required by clinical sites for students entering the competitive allied health programs. These screenings will be conducted at the student’s expense by a professional and independent vendor. Failure to achieve acceptable standards for these screenings will result in the denial of clinical privileges. Successful completion of clinical is required for program completion. The college refund policy applies if a student drops the program after being denied clinical site privileges.

Applicants should be aware that the North Carolina State Board of Nursing requires criminal background checks including fingerprints for all applicants for initial licensure and may deny licensure to individuals convicted of a misdemeanor or felony. The NC Board of Nursing does not become involved in reviewing the applicant’s conviction record until such time as application is made to take the national examination.

Applicants for competitive Allied Health Programs must demonstrate the ability to meet certain technical standards critical to the successful completion of the program. These standards include skills and abilities essential for such things as operation of equipment; evaluation and manipulation of patients; evaluation of microscopic components and color reactions; and communication with patients, families and other medical personnel. For an explanation of specific physical and cognitive requirements for the nursing program, refer to the “Program Recommendations for ADA Technical Standards” notebook, which is available in the Admissions Office or on the A-B Tech web page.

Students accepted into the nursing program will be required to obtain CPR certification from the American Heart Association prior to program orientation. This CPR for the healthcare provider/professional rescuer course must include hands on skill demonstration of one and two rescuer adult, child and infant CPR and use of an AED.

Records are kept for only eighteen months if the applicant has never attended curriculum classes at A-B Tech. If you are not selected for the nursing program beginning fall semester 2015 and wish to apply for the fall 2016 class, you must re-apply and re-compete.

All documents that you submit with your application for WNC RIBN must be true, correct and complete. Falsification of documentation may result in denial of admission or dismissal after admission. Admission criteria are subject to change from year to year.

Due to the difficulty of the nursing program, applicants are encouraged to complete as many of the non-nursing courses as is possible prior to entry into the program. Students enrolled in the nursing program must complete all pre-requisite courses before proceeding in any nursing course. All courses in the program are prerequisites for courses in subsequent semesters. Students may have to enroll in general education and related courses that are scheduled as either Day or Evening courses to be able to meet the prerequisite requirements.

RIBN READMISSION POLICY
The following readmission policy applies to students who receive an unsuccessful grade, or who voluntarily withdraw from RIBN. Unsuccessful grades are defined as “D”, “F”, or “U”.

Year 1 of RIBN: Students in RIBN must pass all first year classes with a “C” or greater, as outlined on the RIBN curriculum. If that standard isn’t met, application for re-entry into the first year of the RIBN program must be submitted during the regular admissions cycle. The student seeking readmission to the first year is required to submit a new application packet to the RIBN Adviser. GPA will be calculated at the time of application for readmission. The decision to admit students applying for readmission to the first semester is based upon the applicants’ ranked admission score in the overall applicant pool.

Years 2 through 4: Students who have failed (earned a course grade less than C) for two or more nursing courses are not eligible for readmission to the RIBN track.
Students applying for re-entry into years two, three or four are required to submit a request for re-entry to both the community college and also Western Carolina University. Application for re-entry to both the community college and Western Carolina University should be submitted in one packet for review and should be submitted to the RIBN Adviser. There is an abbreviated application form that can be obtained from Western Carolina University School of Nursing student services. Consult the community college nursing department for the specific readmission policy. For consideration for re-entry to WCU, a student should submit a written request for readmission addressed to the chairperson of the WCU School of Nursing Undergraduate Student Affairs Committee. Approval for re-admission to years two, three or four is granted by the committee, acting as the program Admissions Committee. The written request for readmission should include an analysis of why the student did not progress as well as a plan for success, which addresses strategies for improvement, as applicable. The committee reserves the right to interview the student seeking readmission, as well as the right to require the student to comply with additional requirements or conditions as deemed appropriate.

In addition, the committee must receive at least two letters of support from nursing faculty addressing the student's previous performance and potential for successful completion of the nursing curriculum, if readmitted. Re-entry is based on availability of a seat in the RIBN track. If a student receives an unsuccessful grade in the nursing program, they may not proceed to any subsequent course, which has the course in question as a prerequisite. You must repeat the course in question before proceeding to the next higher course in the program.

Most allied health courses are offered only once annually.

Since a new class of students is admitted to each program annually and because of the competitive nature of the programs in question, it will be necessary for the students who have received an unsuccessful grade in a major course during their first semester to reapply for readmission to the program for the following fall.

Readmission of students who have progressed beyond the third semester, but who have been unsuccessful in a subsequent semester is dependent upon space availability in the class, demonstration of proficiency in a variety of clinical procedures, and other issues pertinent to reentering students. You will be required to meet with the Department Chairpersons with A-B Tech and Western Carolina University for specific readmission guidelines.

**Uniform**

During years 2 and 3 of RIBN, the uniform for the RIBN student is the same as other students in the associate degree program with the exception of wearing the RIBN patch, as indicated by each community college uniform policy. There is not a specific uniform for year 4 of the program. Professional attire is worn along with the white lab coat with the RIBN patch to signify you as a RIBN student. In the 4 year, you will also wear your WCU Clinical ID Badge.

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IMPORTANT FOR PLANNING TIME AND TRAVEL

Please Note: The class and clinical schedules for the nursing programs are rigorous. Specifically: Classes and labs will meet as early as 8 a.m. or end as late as 9 p.m. while clinicals may meet as early as 6:30 a.m. or end as late as 11 p.m. All students will usually meet together as a group for class, but there will be different sections offered for labs and clinical rotations. These sections will include both day, evening & weekend hours, Monday through Sunday. For example, two students would meet together for class, but each student may have a different lab time; one attending in the morning while the other attends during the afternoon or evening hours. Both students might be assigned to clinicals on the same day of the week, yet have different arrival and departure times. Students can choose which section best meets their needs during the advising session with nursing faculty prior to registration for the upcoming semester. There will be a variety of clinical rotation schedules as is necessary to complete the required number of clinical hours each semester. Examples of some clinical hours are: 12 hour shifts, 6:30 a.m. – 7 p.m.; 8 or 9 hour shifts, 6:30 a.m. – 3 or 4 p.m., 1:30 p.m. to 11 p.m. or 2:30 p.m. – 11 p.m.; and some partial shifts as 6:30 a.m. – 1 p.m.; 3 p.m. – 9:30 p.m. Occasionally, students will be assigned to a “split shift”, as 9 a.m. – 12:30 p.m. And then return to same site at 5 p.m. leaving at 9 p.m. The availability of any one day or time varies with each semester and at each agency. Clinical rotations may be outside of Buncombe County based on the type of experience needed for the particular nursing course and the availability of the clinical sites. Students are expected to have reliable personal transportation. Mandatory clinical agency orientation and precepted clinical experiences may occur during unscheduled class/lab/clinical times. Precepted experiences are planned for some nursing courses, especially those in Years 3 and 4. When participating in a precepted clinical experience, the student will follow the same shift schedule as their assigned RN preceptor.

To enter into and to complete the nursing program, nursing students must be able to meet the emotional, cognitive, and physical requirements listed below:

Emotional Requirements
The nursing program is rigorous, both in academic study and in the acquisition and practice of clinical skills. You must have sufficient emotional stability to perform under stress and provide safe nursing care to clients in the clinical setting while being observed by instructors and other health care professionals.

Cognitive Requirements
You have sufficient cognitive ability to listen, speak, read, write, reason and perform mathematical functions (addition, subtraction, multiplication, division, percentages, and fractions with or without a calculator) at a level that allows processing and understanding of materials and information presented either verbally or in written format.

Physical Requirements
Nursing students are required to travel to clinical facilities (i.e., outpatient, acute care settings, and skilled facilities) and to have the endurance to adapt to a physically demanding program. The following physical requirements are necessary for the nursing program:

Strength
Nursing students most possess sufficient strength to lift, move, and transfer most clients, to restrain and carry children, to move and carry equipment, and to perform CPR according to the American Heart Association guidelines.

Mobility
Sufficient mobility to bend, stoop, bend down to the floor, combination of strength, dexterity, mobility and coordination to assist clients, ability to move around rapidly, and move in small, confined spaces.

Fine Motor Movements
Nursing students are required to manipulate syringes and IV’s, to assist clients with feeding and hygiene needs, to write in charts and use computer keyboards, to perform sterile and other skilled procedures.

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Speech
Nursing students must have the ability to speak clearly in order to communicate with staff, physicians, clients, and families, and to be understood on the telephone.

Communication
Nursing students must be able to communicate in English both verbally and in the written format so that students can communicate nursing actions, interpret client responses, initiate health teaching, document observations, interactions, interventions, and nursing care. Document and understand nursing activities, interact with clients, families, staff, and faculty.

Vision
Students must possess sufficient to make physical assessment of client and to accurately and safely use and apply client equipment.

Hearing
Sufficient to accurately hear on the telephone, to be able to hear through a stethoscope to discriminate sounds, to hear cries for help, to hear alarms on equipment and emergency signals, and various overhead pages.

Touch
Nursing students must possess an ability to palpate both superficially and deeply to discriminate tactile sensations.

Caring for Clients with Infectious Diseases
Students must be willing to care for clients with infectious diseases, such as Hepatitis or HIV.

Students will be taught standard precautions to avoid exposure to these pathogens.

Responsibility for following standard precautions lies with the student.

Interpersonal abilities
Students must be able to interact with individuals, families and groups from a variety of social, emotional, cultural and intellectual backgrounds.

If you are unable or unwilling to meet these essential requirements, please see an adviser to discuss the possibility of an alternate career plan.

The complete Nursing Program Student Handbook and the full curricula are posted on the ABTCC website, at: http://www.abtech.edu/content/nursing