

# LPN Progression Guidelines for Applicants

## PHASE 1 – APPLICATION TO THE COLLEGE

- Apply to Blackhawk Tech College by November 1 for consideration for the Summer Bridge course
  1. Complete the BTC paper application form for admission & submit to the Admissions Office or submit online
  2. Complete entrance exam as required (Next-Generation ACCUPLACER)
  3. Submit official high school transcript and official college transcripts from all colleges you have attended

If you have further questions, please visit <https://www.blackhawk.edu/Admissions> or contact Admissions at (608) 757-7710.

- You will receive an Acceptance Letter from the college when you are admitted to BTC as a potential nursing student. **Acceptance into BTC does not guarantee acceptance & placement into the nursing program.**
- Transcripts will be reviewed
  - You will receive an e-mail, in your BTC e-mail account from the college, indicating your accepted transfer courses. **You must have graduated from an accredited LPN program for your credits to be accepted.**
- Attend an Advising Registration and Orientation (ARO)\* session. Then schedule a meeting with a College Program Advisor for nursing, noting that you are an LPN progression student. During this meeting, you will set up an academic plan and review Phase II checklist. The Advising appointment line is (608) 757-7668. \*If enrollment is low, the course may be cancelled.

## PHASE II – MEET WITH COLLEGE PROGRAM ADVISOR TO COMPLETE AN ACADEMIC PLAN

- Complete all pre-petition course requirements
  - Chemistry – One year of high school chemistry with lab OR one semester of college chemistry with lab with a grade of C or better.
    - Acceptable BTC Courses:
      - Prep for Basic Chemistry– 836-133 OR
      - General Chemistry – 806-134 OR
      - General, Organic, and Biochemistry – 806-199 OR
      - Introduction to Biochemistry – 806-186
  - Written Communication or English Composition with a grade of C or better.
  - General Anatomy & Physiology with a grade of C or better

**Blackhawk Technical College • (608) 758 6900 • WI Relay: 711 • [info@blackhawk.edu](mailto:info@blackhawk.edu)  
[blackhawk.edu](http://blackhawk.edu) • 6004 S County Road G, PO Box 5009, Janesville, WI 53547 5009**

- Submit the following documents in one email to the Nursing Admission & Promotion Committee at [nursingap@blackhawk.edu](mailto:nursingap@blackhawk.edu). All documents must be submitted together. They are due by 12:00 p.m. (noon) on December 1.
  - A “Letter of Intent”
    - Include: professional goals, clinical experience, and contact information such as address, phone number, and email address.
  - A copy of your LPN license.
  - Documentation demonstrating at least 1,000 hours LPN work experience (2,000 hours for students who were granted the one-time exception). This needs to be on official business paperwork/letterhead.
  - Provide a Letter of Recommendation from your direct Nursing Supervisor on facility letterhead
    - The letter should include attendance, punctuality, and skill in providing patient care (including safety, communication, and ability to function effectively in a team.)
  - Submit a transcript demonstrating a TEAS proficient level (65.7%)
- Following review of these documents, you will be notified whether you have been accepted to the LPN Bridge course. You may be asked for additional documentation or to complete remediation requirements prior to enrolling in the course.

## PHASE III – PRIOR TO BEGINNING THE NURSING BRIDGE COURSE

- Complete all required first and second semester General Education Courses
  - Developmental Psychology
  - 801-198 Speech or Oral/Interpersonal Communications
  - Advanced Anatomy & Physiology (may take concurrently with the Nursing Bridge Course)
- Complete Nursing Pharmacology 543-103 or equivalent with a grade of C or better within 5 years from date of application.
- Alternatively, you may submit a transcript demonstrating a score of at least Level 2 (on the first attempt) on the ATI Proctored Pharmacology Exam.
- It is **highly recommended** that you complete all the required General Education courses to graduate prior to enrolling in third semester nursing courses.
  - Introduction to Psychology – must be taken prior to/concurrent with third semester
  - Microbiology – must be taken prior to/concurrent with third semester
  - Introduction to Sociology – must be taken prior to/concurrent with fourth semester\

## PHASE IV – THE NURSING BRIDGE COURSE

To pass the course you must:

- Achieve at least a Level 2 on the ATI Fundamentals Proctored Exam (the Bridge Course will review this content)
- Meet all course competencies
- Eligibility for admission into third semester nursing core courses will depend upon successful completion of the LPN Bridge course.
- Third semester courses must be started within one year of completing the Bridge Course.

<b>LPN PROGRESSION SAMPLE PLAN</b>				
<b>PART-TIME OPTION THROUGHOUT THE PROGRAM</b>				
<b>Summer Semester</b>	<b>Fall Semester</b>	<b>Spring Semester</b>	<b>Fall Semester</b>	<b>Spring Semester</b>
543-125 Nursing: Bridge Course	543-109 Nursing: Complex Health Alterations 1  543-110 Nursing: Mental Health & Community Concepts	543-111 Nursing: Intermediate Clinical Practice  543-112 Nursing: Advanced Skills	543-113 Nursing: Complex Health Alterations 2  543-114 Nursing: Management and Professional Concepts	543-115 Nursing: Advanced Clinical Practice  543-116 Nursing: Clinical Transition
<b>OR:</b>				
<b>PART-TIME THROUGH THIRD SEMESTER; FULL-TIME STUDENT IN FOURTH SEMESTER</b>				
543-125 Nursing Bridge Course	543-109 Nursing: Complex Health Alterations 1  543-110 Nursing: Mental Health & Community Concepts	543-111 Nursing: Intermediate Clinical Practice  543-112 Nursing: Advanced Skills	543-113 Nursing: Complex Health Alterations 2  543-114 Nursing: Management and Professional Concepts  543-115 Nursing: Advanced Clinical Practice  543-116 Nursing: Clinical Transition	

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*Blackhawk Technical College does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, or age in its programs and activities. The following person has been designated to manage inquiries regarding the nondiscrimination policies: Title IX Coordinator/Equal Opportunity Officer, 6004 S County Road G, P.O. Box 5009, Janesville, WI 53547 5009, (608) 757 7796 or (608) 757 7773, WI Relay: 711.*