



Limited-Entry Application For Admission to a Health Science Program

Return this form to:
Limited-Entry Office
Charleston Campus
Sort Code W1K, Bldg K-122
6375 West Charleston Blvd
Las Vegas, NV 89146-1164
Phone: (702) 651-5633 Fax: (702) 651- 7593

Please print or type the information below. **NOTE: It is the applicant's responsibility to notify the Limited-Entry Office and Office of the Registrar of any name, address, or telephone changes.**

Name _____
Last First Middle Student ID Number

Address _____
Number Street Apt. Number

_____ Telephone _____
City State Zip Daytime

E-mail Address _____ Telephone _____
Evening

Indicate the program to which you are applying for admission: **NOTE: A separate application must be completed for each program if applying to more than one program. You can only apply to one track within a program.**

- | | |
|--|---|
| <input type="checkbox"/> Cardiorespiratory Sciences | <input type="checkbox"/> Occupational Therapy Assistant |
| <input type="checkbox"/> Dental Hygiene
___AS ___BS (Must be a Licensed Dental Hygienist and have an Associate Degree in Dental Hygiene) | <input type="checkbox"/> Ophthalmic Dispensing |
| <input type="checkbox"/> Diagnostic Medical Sonography
___Cardiac/Vascular ___General/Vascular | <input type="checkbox"/> Paramedic Medicine
___Certificate of Achievement ___AAS |
| <input type="checkbox"/> Health Information Technology | <input type="checkbox"/> Pharmacy Technician |
| <input type="checkbox"/> Medical Laboratory Assistant | <input type="checkbox"/> Physical Therapist Assistant |
| <input type="checkbox"/> Medical Laboratory Technician
___CSN Track ___UNLV Track | <input type="checkbox"/> Practical Nursing ___Rural Program |
| <input type="checkbox"/> Nursing (RN)
___Full-time Track ___Part-time Track | <input type="checkbox"/> Radiation Therapy Technology |
| <input type="checkbox"/> Nursing – Advanced Placement (Must have a NV Practical Nursing License) | <input type="checkbox"/> Surgical Technologist
___Certificate of Achievement ___AAS |
| | <input type="checkbox"/> Veterinary Technology
___Alternate Program ___AAS |
| | <input type="checkbox"/> Other _____ |

Indicate the semester for which you are currently applying: Spring Summer Fall Year _____

Are you currently enrolled in a Limited Entry program? Yes No

Are you transferring credits or have you transferred credits to CSN from any other institution (including UNLV and NSC)?

Yes No

If yes, you must initiate the transfer of credits process at least 10 weeks before the stated *Application/Completion Deadline*. It is the responsibility of the applicant to request that official transcripts are sent to the CSN Office of the Registrar, to verify that all official transcripts have been received and are currently on file in that office, and to file a Request for Transfer Credit Evaluation form. Students must ensure that the transcript evaluation is finalized and completed by the Office of the Registrar prior to the *Application/Completion Deadline*.

IT IS THE APPLICANT'S RESPONSIBILITY TO ENSURE THAT HIS/HER FILE IS COMPLETE AND THAT ALL NECESSARY DOCUMENTS ARE IN PLACE FOR EACH SELECTION PROCESS BEFORE THE STATED DEADLINE.

I certify that the above statements are true to the best of my knowledge.

I have read and understand the Limited-Entry Academic Programs Policy and Procedures.

Applicant's Signature _____ *Date* _____

College of Southern Nevada reserves the right to eliminate, cancel, phase out, or reduce in size courses and/or programs for financial, curricular, or programmatic reasons. College of Southern Nevada recognizes that embracing diversity maximizes faculty and staff contribution to our goals and provides the best opportunity for student achievement. CSN is an equal opportunity and affirmative action employer and does not discriminate on the basis of race, color, sexual orientation, religion, marital status, pregnancy or age in any of its policies, procedures, or practices in compliance with Title VI of Civil Rights Act 1964, Title VII, Title SI, Section 504 of the Rehabilitation Act of 1973, the ADA and the Age Discrimination Act of 1975.

Limited-Entry Academic Programs Policy and Procedures

This policy becomes effective June 20, 2009, for the admission to all Limited-Entry Health Programs and supersedes all previous policies.

TERMS:

- A. Program Prerequisites: The courses and/or documents established by the respective program as requirements for admission to the program. The program prerequisite courses will be used to calculate the G.P.A. for selection into the program, and a letter grade of A, A-, B+, B, B-, C+ or C must be assigned to these courses. **A letter grade of C- in a program prerequisite is not acceptable.** Courses transferred in with a grade of TR on the DARs report is not accepted without a copy of the transcript from the associated college. Program prerequisite courses cannot be challenged, waived and do not qualify for CLEP credit. Proof of completion of all program prerequisites must be in the Limited-Entry Office by the Application Deadline.
- B. College Science Grades: Grades earned in science courses either at CSN or at other institutions. In order for grades from other institutions to be considered, they must have been evaluated by the CSN Office of the Registrar and appear in DARs or SIS. **Science courses may be no older than seven (7) years at time of program entry.**
- C. Application Deadline: Date determined by the appropriate Program Chair/Director for which the Limited-Entry Office must receive the Limited-Entry application packet, including the program completion checklist with all supporting documents. Nothing will be accepted after this date without the written approval of the respective Program Director.
- D. Application to multiple limited entry programs: During each application cycle, students can apply to more than one limited entry program for which the student is qualified.
- E. Acceptance to multiple limited entry programs: If a student is qualified and offered a position into more than one limited entry program during a selection cycle, the student can accept a position in only ONE program, with the exception of Medical Coding and Health Information Technology. Once the student accepts a position in a limited entry program all other applications become null and void and will not be processed. Upon completion of a program a student is free to apply to another program.
- F. Co-Enrollment: Co-enrollment in limited entry programs is prohibited, with the exception of Medical Coding and Health Information Technology.
- G. Application Packet: A complete packet consisting of all of the following:
 1. A completed Limited-Entry Application form with current date, address, telephone number.
 2. A completed program completion checklist.
 3. Proof of completion of all program requirements as listed on the advisement sheet and program completion checklist.
 4. Results of appropriate aptitude testing, if applicable.
 5. CSN transcript including all final grades for prerequisite courses, if applicable.
 6. CSN formal evaluation of transcripts from other colleges, if applicable, including UNLV and NSC. Contact the Office of the Registrar for the procedures. This process may take 10 weeks. BIOSCI and BIOELEC are not accepted as equivalents for BIOL 189, 223, 224 or 251.
 7. Unofficial copies of all college transcripts submitted to CSN for evaluation.
 8. All other program specific documentation listed on the advisement sheet and Program Completion Checklist.

Prerequisite courses may be repeated twice. If a prerequisite course has been taken 3 or more times, the highest of the first three attempts and/or withdrawals and/or audits that appear in SIS and/or DARs will be used for G.P.A. computation. This rule does not apply to science courses older than seven years. *Prior to July 1, 2007 withdrawals will not be counted towards the three attempts.*

PROCESS:

- A. The Application and program packet checklists are available on-line at www.csn.edu/health/. The application must be received in the Limited-Entry office by the Application deadline. Applications received AFTER the Application deadline will not be accepted for selection unless there are an insufficient number of qualified applicants. A separate application is required for each program.
- B. Current programs prerequisites, minimum acceptable grades, and deadline dates are posted on the advisement sheets available at the Health Programs Advisement office or online at www.csn.edu/health/.
- C. CSN may modify prerequisites with a minimum of one year's notice. Actual program courses are subject to revision and will not impact program admission. Program Directors may modify prerequisite requirements if they deem necessary to fill available positions. An applicant who has not completed program requirements must submit a memo with the application from the Program Director advising the Limited-Entry Office to accept the application packet. The memo must specifically address each requirement not met. The student will become part of the applicant pool and be considered if there is space available after all qualified applicants have been considered.
- D. After the initial processing of the files, an admissions committee will review all completed files to ensure accuracy and will make the final selection of the class and an alternate list. Ties will be decided by computer random selection.
- E. Each applicant meeting the Application Deadline will be notified in writing of the results of the selection process.
- F. If an applicant is not admitted to a program, the current application is considered closed. **No waiting lists will be maintained.**
- G. Each applicant who is offered a position in a program must:
 1. Accept or decline the position in writing on or before the date specified in the letter of notification. In the event that the Accept/Decline Form is not received by the Limited-Entry Office by the specified time, the position may be offered to an alternate. This will continue until all positions have been filled.
 2. Complete registration at least one week prior to the first day of program classes or the position may be offered to an alternate.
 3. Attend orientations/events scheduled by the respective program prior to the beginning of the first day of the program classes or the position may be offered to an alternate. Must be on-time.

Patricia R. Castro

Patricia R Castro, Dean of Health Sciences 6/20/09

Student Signature

Date