



**VICTORY COLLEGE OF NURSING
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2024-2025**

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Victory College of Nursing will use electronic catalog to provide and update information to students. The catalog will be updated annually with changes in programs and content as needed in accordance with the institutional policies and procedures. Victory College of Nursing reserve the right to make changes and updates to the catalog as deemed necessary to improve quality of the programs from time to time. The students are encouraged to access the school web site at www.victorycollege-edu.com for current and specific information or call the school at 954-541-5366 or 954-635-0082

VICTORY COLLEGE OF NURSING

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GENERAL INFORMATION

Victory College of Nursing LLC is a private nursing college that provides educational programs at the undergraduate level for diverse students in traditional, nontraditional delivery formats as well as a combination of online and on campus classes, with supervised clinical components for courses that requires clinical. The College is currently located in Fort Lauderdale, Florida.

Victory College of Nursing reserves the right to make necessary changes in curriculum, syllabus, tuition, fees, or any aspect of the program to enhance a smooth and effective running of the program for the benefit of the students and the institution. The program delivery method for the general education classes are online/virtual, and the core nursing classes are onsite on campus. The clinical aspects will be delivered in clinical facilities with clinical instructors. Successful completion of the program will make the graduate eligible to take the National Council Licensure Examination for Registered Nurse or Practical Nurse (NCLEX-RN or NCLEX-PN).

Mission Statement

The Mission of Victory College of Nursing is to offer a quality Baccalaureate of Nursing, Associate of Nursing and Practical Nursing Programs that will use evidence-based approach to educate, empower and prepare its graduates as adaptive leaders with excellent knowledge and skills, understanding, integrity and professional attitude necessary to function and be successful as professional nurses who will advance the health of individuals, families, communities, and the nations at large.

The nursing programs are also established to help bridge the labor gap of nursing shortage nation-wide that is expected to intensify over time.

Vision

The vision of Victory College of Nursing is to build an institution that pioneer leaders with excellent knowledge and leadership skills who are culturally competent in their delivery of health care services using a holistic approach and best evidence to optimize health outcomes for individuals, families, communities and the nations, in diverse health care settings.

Core Values

The core values of Victory College of Nursing are as follows: Caring, Excellence, Professionalism, Commitment, Diversity, Integrity and Respect for all to optimize health for all people.

At Victory College of Nursing our values guide and influence everything we do; our thoughts, policies and decision making that puts our “**students’ success first**” philosophy as a priority on our lists at all time.

Caring: Our students’ success comes first. We are committed to caring for our students’ first through quality teaching, learning, and research etc. that will educate, empower and prepares our graduates as adaptive leaders with the knowledge, skills, understanding, integrity and professional attitude necessary to be successful career men and women.

Excellence: as a college, we seek to achieve excellence in all our endeavors by continuous improvements in our teaching methods, organization policies and processes, and we focus on developing excellence in our students to equip them to become pioneer leaders of excellence in their careers.

Professionalism: we exhibit professional values, character, skills and competence in all activities, and the students are prepared and equipped with the professionalism they need to succeed in their career.

Commitments: we are committed to our students' success first philosophy. The College is committed to providing students with the opportunities they need to develop the knowledge, skills, and understanding necessary to become successful career men and women in the community, nation and the world at large.

Diversity: we are committed and dedicated to serving the educational and training needs of diverse students and communities with diverse cultural backgrounds, by giving everyone opportunity to become a part of us, either as a teacher, learner, support groups or individuals. This is who we are as a College.

Integrity: We are true to our mission, values, students, to one another and our communities. We are always committed to the truth, as we admit our mistakes and take necessary responsibilities for corrective actions.

Respect: We are committed to treating our students, faculties, one another, partners and our resources with respect at all time.

History

Victory College of Nursing was established in 2019 in Fort Lauderdale Florida. A private career College of Nursing offering baccalaureates of nursing, associate of nursing as well as Practical Nursing Programs, Founded by Dr. Esther B. Kekii. The program was founded to provide hands-on professional training skills, knowledge and ability for students to succeed as health care professionals. The program was also established to help bridge the labor gap and high demands of nurses in the health care industry that is expected to intensify over time. Victory College of Nursing opened its doors to its pioneer students for the Bachelor of Nursing program, associates of nursing and practical nursing programs in the Springs of 2021. We are expecting to apply for accreditation within a year of inception and be accredited within two years of opening.

Ownership and Governing Body

Victory College of Nursing LLC is incorporated in the state of Florida, with the legal name Victory College of Nursing LLC. The institution is a-for profit organization, located at 5430 NW 33rd Ave. Suite 100. Fort Lauderdale, Florida. 33309. Dr. Esther Kekii is the Managing Member of the organization.

State Licensure and Accreditation

Victory College of nursing programs are approved by the Florida Board of Nursing and licensed by the Commission for Independent Education (CIE), Florida Department of Education. Upon successful completion of the program, the graduates will be eligible to sit for professional examinations and upon passing the exam become a Registered Nurse.

Victory College of Nursing understands and believes that accreditation is very crucial for the educational quality and accountability of the program, which enables the college to continuously perform their own self-assessment, planning and improvement strategies to enhance quality of the various programs and maintain compliance. The institution is not accredited, and financial aid is not an option at this time. The College do make payment plans with each student as needed.

Additional information regarding this institution may be obtained by contacting the Commission at 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll-free telephone number (888)224-6684.

Philosophy

At Victory College of Nursing our “**students’ success first**” philosophy guide and influences everything we do. Our thoughts, decision making, policies and procedures are based on our values and philosophy.

The purpose of Victory College of Nursing is to offer quality nursing programs (Baccalaureate nursing program, Associate nursing program and Practical Nursing Program) that will use an evidence-based approach to educate, empower and prepares its graduates as adaptive leaders with excellent knowledge and skills, understanding, integrity and professional attitude necessary to function and be successful in a rewarding career as professional nurses who will advance the health of individuals, families, communities, and the nations at large, using current evidence based knowledge related to wellness, health promotion, illness and disease management to optimize health care outcomes.

To accomplish this, Victory College of Nursing carefully selects well-qualified faculty members with current professional knowledge, technical skills and experience as well as the ability to impart the knowledge to the students with the sole aim of preparing graduates who will become competent and successful health care professionals to practice professional nursing in variety of healthcare settings.

The faculties and the nursing curricula are guided by our mission and core values. The faculty beliefs and are committed to educating and preparing students that will understand the importance of providing holistic and culturally competent and congruent care to diverse populations in variety of health care settings, addressing, the emotional, physical, social, spiritual and economic needs of the individuals, families, communities and nations.

Conceptual Framework

The program objectives and philosophy are built into the curriculum. The conceptual framework reflects the faculty's beliefs about the individual, health, society, nursing, and technical-learning process. These beliefs are further reflected in the threads of the nursing model that guides our program. The Faculties believe and are committed to the students’ success, as professional nurses must demonstrate the knowledge, skills, and professional attitudes associated with higher order problem solving skills required in nursing practice; nursing values; excellent leadership skills and abilities; to promote health, reduce health risk, and the management of illness and disease with diverse individuals, families and nations in various health care settings using holistic approach, to provide culturally competent and congruent care to improve health for all people.

The primary responsibility and commitment of the faculty at Victory College of Nursing is to teach and prepare the students with the educational knowledge, skills, professional attitudes, caring, integrity, and respect they need to provide culturally competent and congruent care to improve health for all people.

At Victory College of Nursing we believe that education and learning are continuous, evolving and a lifelong process, and the student benefits from diverse learning experiences.

The students understand that their primary responsibility is learning and commitment to applying the knowledge and skills taught to promote health, reduce risk and manage illness and disease in diverse populations and in various health care settings. The students also recognize and understands that it is the knowledge that is synthesized and applied both empirical and theoretical knowledge that enables the students to demonstrate the ability to function and succeed as professional nurses and pioneer leaders with excellence knowledge and leadership skills, using best evidence to optimize health outcomes for individuals, families, communities and the nations, in diverse health care settings.

The Nursing Program Organizing Framework

The program organizing framework is build based on the Roy Adaptation Model (RAM); which includes the following concepts: nursing, health, person, adaptation, and environment.

Nursing: is a humanistic art and science that uses specialized knowledge and skills to advance and improve the needs of society for health and well-being. The goal of nursing is to assist diverse individuals and groups in adaptation throughout the lifespan, using critical thinking skills, health promotion, risk reduction, management of illness and disease; professional nursing values and leadership abilities; delivered through nursing process and evidence-based research outcomes.

Person includes individuals or groups, and they are the recipients of nursing. Human needs are ever unique and changing, ranging from biological, psychosocial, spiritual and cultural variables interacting with the changing environment. The diverse individuals and groups are responsible for making decisions that influence their lives and adaptation.

Health is a state of being that varies throughout the life span as a result of the responses to environmental stimuli leading to adaptation. Nurses view human health care needs through a holistic and humanistic context. Therefore, provide interventions based on caring, knowledge, skills, and understanding of health promotion, risk reduction and disease management.

Environment is a combination of physical, psychological, social, scientific, economic, legal, political and cultural conditions and circumstances that influence human adaptation as the individuals interact with the environment.

Equal Opportunities Statement

Victory College of Nursing adheres to providing equal opportunity regardless of race, color, sex, age, religion, sexual orientation, disability, national origin, or any other characteristics protected by law.

Americans with Disabilities Act

In accordance with the Rehabilitation Act of 1973 (Section 504) which requires that no qualified handicapped person will be excluded from enrolling in a course by reason of them been handicap. Victory College of Nursing complies with the Americans disability act. Students with special needs and disabilities must disclose special needs at time of enrollment. Please contact the Admissions Offices for further information.

Descriptions of Facility and Equipment

The Fort Lauderdale campus is located on 5430 NW 33rd Ave. Suite 100. Fort Lauderdale, Florida. 33309. With 5134 sqfts featuring classrooms, Computer room, Laboratory, Library, workstations, student services center, and student lounge area where students can relax between classes or study for exams, With on-site parking convenient.

PROGRAM INFORMATION

Victory College of Nursing offers a quality Bachelor of Nursing, Associate of Nursing and Practical Nursing Programs. The Nursing Programs will prepare its graduates to practice professional nursing in variety of healthcare settings as adaptive leaders with excellent knowledge and skills to function and succeed as professional nurses.

The Institution's Educational Goals

1. To provide a conducive environment and learning opportunities that supports the educational programs and enable students to develop professional skills necessary for their success as professional nurses and healthcare providers.
2. To continually improve and ensure the effectiveness of the educational programs.
3. To place the students in their program of choice and abilities thereby assisting them to achieve their goals and objectives.
4. To maintain and encourage well-qualified faculty members with current professional knowledge and experience as well as the ability to impart the knowledge to the students.
5. To maintain and encourage caring staff members that provides the students with the necessary support to meet the educational and program goals and objectives.
6. To provide and encourage an atmosphere of academic freedom and exchange of ideas.
7. To improve the students writing, verbal communication skills as well as analytical skills to function effectively in a culturally diverse healthcare setting.

Institution's Strategic Initiatives

As part of our efforts to achieve the program mission and vision, Victory College of Nursing has established strategic planning initiatives which are considered critical to achieving even our goals and objectives. These initiatives include but not limited to the following:

- Focus on becoming an excellent teaching and learning-centered Institute, where “students’ success first” is the main goal and philosophy.
- Focus on developing a culture and structure that will support and invest in people to achieve the mission, vision and core values of the institution.
- Invest in developing systems and culture of continuous improvement initiative programs.
- Invest in developing programs, services and outreach efforts that will help fulfill our Mission for residents in our service area.

ADMISSIONS

Admission Requirements

To be enrolled into any of the nursing programs at Victory College of Nursing, applicants must submit their application to the Admission's Office way before the start date of class as well as provide all the required necessary verification documents. This will enable proper scheduling and availability of classroom space and other resources. Applications can be submitted online or in person. Applicants are also encouraged to visit the College in person during our normal business hours. The Admission's Office is open Monday through Friday from 9:30 a.m. to 5:30 p.m. Applicants can also schedule appointments for other times.

The Following Verifications must be provided by all applicants to be considered for enrollment at Victory College of Nursing:

Evidence of High School graduation: transcript, diploma, etc. or

Evidence of GED completion: GED scores or GED diploma.

Students should ALSO be at least 18 years of age (by first clinical) and be subject to a background check.

Evidence of graduation from a foreign institution that is comparable to a United States secondary school;

Providing proof of high school graduation is not required if the applicant provides the following:

Evidence of a degree earned from an approved and or accredited institution recognized by the United States Secretary of Education.

Proof of evaluation of an official transcript by an approved educational evaluating service, indicating that the degree is equivalent to a degree earned at an accredited institution of higher education in the United States.

Victory College of Nursing requires all applicants to take the entrance examination administered by the College called Victory College of Nursing Entrance Examination (VCNEE) or applicants can provide results of his/her Test of Essential Academic Skills (TEAS) current version, and or Health Education System Incorporated (HESI) with a composite score of 65% and 65% respectively, or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts. The entrance exam must be completed with a passing score before starting the core nursing classes. See Entrance Test Concordance Table below.

Note: Applicants must meet all other general program-specific admission requirements.

Entrance Test Concordance Table

TEAS Score	HESI Score	Victory College of Entrance Exam (VCNEE)
65%	65%	65%

Victory College of Nursing reserves the right to accept up to 15% of applicants who do not meet appropriate entrance test scores but who request admission based on other criteria. The applicants must submit an appeal letter plus accompanying relevant documentation to be reviewed by the Dean of Academic Affairs, Program Director and the President. If the appeal is approved, a waiver letter is placed in the applicant's academic file.

The College also reserves the right to deny admission to any prospective student that in their Judgment poses an undue risk to the safety or security of the College and the College community. This judgment will be based on individual determination taking into account any information the College has about a prospective student's criminal record. The College also reserves the right to evaluate and review the individual circumstances regarding registered sex offenders, and in some cases refuse admission of the student to the College. If a prospective student receives a verdict of a registered sex offender, the College reserves the right to place the admissions process on hold, the student's admission will now depend on the review and approval from the admission committee.

ENTRANCE REQUIREMENTS

Traditional BSN Program

- This program is for students beginning their first program of study in professional nursing.
- The program length is Eight semesters of Eight weeks per semester
- Fall/Spring/Summer, with year-round schedule.

Can be taken hybrid or on-campus

To be accepted into the program, the applicant must have:

- An Acceptable background check and drug screen test
- High school GPA of 2.7 or higher OR
- Either a TEAS composite score of 65% or higher or HESI score of 65% or higher.
- or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts

FastTrack and Accelerated BSN Program

The FastTrack BSN is designed for students who have acquired prior college credits that may have already met the general education requirements of the program.

- Eligible students for this program must have 60 college credits
- Six semesters of 8 weeks (18 Months) for nursing core courses after all prerequisites have been completed, with year-round schedule.
- An Acceptable background check and drug screen
- A total of 60 or more credits hours from one or more accredited colleges or universities, with a GPA of 2.7 or better on a 4.0 scale OR
- Either a TEAS composite score of 65% or higher or HESI score of 65% or higher.
- or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts
- Additional general education classes and prerequisites may be required based on review.
- The accelerated BSN program is designed for students with a previous bachelor's or graduate degree. Therefore, applicant must have bachelor's or graduate degree in a non-nursing discipline with a cumulative GPA of 2.7 on a 4.0 scale, or the 2.7 GPA in their degree
- Both can be taken hybrid or on-campus

RN to BSN

This program is for licensed RNs. Can be taken hybrid or on-campus

Four semesters of 8 weeks, 12 months

The following are acceptable

- The applicant must be a graduate of either an associate degree of nursing program, or a diploma in nursing
- Have been awarded a registered nursing license in the state of residence.
- Shows proof of current, active, and non-restricted professional licensure in the United States.
- The length of this program is approximately 12 months, and this may vary if a student transfers in credits). A total of 120 credit hours is required for the degree.
- Previous General Education Courses (33.0 credit hours)
- Advanced Placement Credit for RN Licensure (42.0 credit courses)
- Elective General Education Courses (9.0 credit hours)
- General Education Elective 3.0 credit hours
- Upper Division Nursing Major Courses (36.0 credit hours)

Admission/Entrance Requirements for Transfer Students

- A completed application for Victory College of Nursing
- A minimum GPA of 2.7 on a 4.0 scale for all college coursework.

- Submission of an official transcript from all previous colleges attended.
- The Official transcripts must be mailed directly to the College Admissions Office.
- For applicants who have completed at least 24 or more semester credits with a grade of C or higher of college coursework from a regionally accredited U.S. College are not required to submit standardized test scores or official high school transcripts for acceptance.

Placement Determinations

A diagnostic test is provided by the College, testing for Mathematics and English for entering students to determine placement. Based on the scores of the test, students are notified which English and mathematics courses they must take.

BSN & ASN Program General Admission Policy

All applicants must meet the eligibility and requirements to be accepted into the Nursing program.

Qualified students are admitted to the Nursing Program based on the policy and procedure of Victory College of Nursing program.

Program Entrance Requirements

- A completed application forms
 - A composite score of 65% or higher on the TEAS current version, and or HESI with a composite score of 65%, or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts.
 - Students holding a baccalaureate (with a 2.7 cumulative GPA or higher) or higher degree are exempted from taking the TEAS or HESI entrance exam.
 - Interview with the nursing program director or designated counsellor
 - A satisfactory background check upon enrollment and prior to the start of nursing major.
 - Satisfactory drug screening and completion of ALL required health screening (immunizations).
 - Background check for all incoming students

Advancement to the nursing major of ASN and BSN program is contingent on the following:

- A composite score of 65 or higher on *current version of the* Test of Essential Academic Skills (TEAS) nursing entrance examination, or Health Education System Incorporated (HESI) with a composite score of 60=5%, or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts.
- Students holding a baccalaureate degree (with a 2.7 cumulative GPA or higher) or hold a higher degree are exempted from taking the TEAS or HESI examination
- Minimum grade of “C” for pre-requisite courses: Human Anatomy/ Physiology I and II (BSC185C and BSC186C)
- Minimum grade of “C” for pre-requisite courses: Microbiology (MCB200C), Intermediate Algebra (MAT133), Life Span Development (DEP204), and general education courses
- Minimum cumulative 2.7 GPA (based on completion of pre-requisite courses, English Composition I (ENC101) and one additional general education course)
- Good academic and non-academic standing.

Admission/ Entrance Requirements for the PN Program

- A completed application forms

- All applicants must meet the eligibility and requirements to be accepted into the Practical Nursing program. Applicants must meet the minimum skill levels in reading and math with a score of 70% or better on the diagnostic testing evaluation instrument which is the entrance exam (administered by the College) to be considered for admission into the PN program, with a minimum of two attempts.
- Interview with the nursing program director or designated counselor
- A satisfactory background check upon enrollment and prior to the start of nursing major.
- A satisfactory drug screen result
- Qualified candidates are admitted to the Nursing Program based on the policy and procedure of Victory College of Nursing.

PROFESSIONAL LICENSURE/CERTIFICATION

It is important to note the following disclosure by Victory College of Nursing, applicable to applicants and students that are completing their coursework outside of the state of Florida, including field experiences such as practicum, clinical placements and internships, when their program of study requires professional licensure at the end of the program. We advised that applicants seek guidance from their home State appropriate licensing agency before starting any academic program that will lead to licensure or certification.

POLICY FOR UNDERGRADUATE TRANSFER OF CREDIT

General Information

All course credit for courses or degrees completed at another institution is subject to Dean of Academic Affairs and/or Program Director's approval. For the courses or degrees to be accepted, they must be similar in content to those offered in the program the applicant has applied. The student must complete at least 25% of the program at this institution.

All official transcripts must be mailed directly to Victory College of Nursing's Admission Office from the previous institution. The student is responsible for the mailing of their transcript directly to the College. The final approval is made by the Program Director.

The student may end up forfeiting some of their credits as not all credits may be transferrable as a result of differences in objectives etc. Students are informed in writing of any acceptable transferred credits not later than the end of the semester the student is transferring the credits.

Regionally Accredited Institutions Credit Transfer

Victory College of Nursing do accept transfer credits that are applicable to an applicant's program of study from regionally accredited institutions and non-regionally accredited institution. Please note transfer credit is only granted for courses with a letter grade of "C" or higher, earned (2.0 on a 4.0 scale). The College accepts associate degrees transfer that includes the appropriate major course distribution without time limitations upon evaluation. The College reserves the right to request that the candidate successfully pass an examination administered by the College.

Non-Regionally Accredited Institutions Credit Transfer

Victory College of Nursing accepts credit for courses from non-regionally accredited institutions that are equivalent in content to that of Victory College of Nursing courses and applicable to the applicant's program of study. This may be based on course by course and depending on the faculty qualification or credentials and content of the course to be transferred. Credits are only

granted for courses with a grade of “C” or higher, earned (2.0 on a 4.0 scale). The College reserves the right to request that the candidate successfully pass an examination administered by the College.

Transfer of Credits from International Institutions

Credits transfer from an international institution are evaluated and granted based on course equivalency. The Dean/Program Director must receive Proof of an evaluation of an official transcript by an approved educational evaluator service (National Association of Credential Evaluation Services <http://www.naces.org>), indicating that the degree is equivalent to a degree earned at an accredited institution of higher education in the United States. Credits are only granted for courses with a grade of “C” or higher, earned (2.0 on a 4.0 scale).

The College reserves the right to request that the candidate successfully pass an examination administered by the College.

Transfer of Credits from Victory College of Nursing

The transferability of any course or credits is at the sole discretion of the receiving institution. Victory College of Nursing cannot assure or guarantee the transfer of credits.

Students who intend to transfer credits to other institution are encouraged to inquire from the institution they plan to attend to determine the transferability of their credits and what is needed and required to enter the institution.

Conversion of Clock Hours for Transfer Credit

The Undergraduate course credits are calculated based on a semester credit hour as well as a quarter credit hour, using actual contact hours. The "Academic Credit Hour" is the bases by which the educational earned credits for the ADN and the BSN programs are measured and recorded on the students' records. The LPN program uses clock hours. The ADN and the BSN total credit hours are 72 and 120 hours respectively and the LPN total clock hours is 1350.

UNDERGRADUATE DEGREE GENERAL EDUCATION REQUIREMENTS

Applicants with proof of an associate or higher degree from an accredited college or a Florida public Community College with a minimum of 2.0 cumulative grade point average base on a 4.0 scale, will be considered to have met all lower division general education requirements.

Therefore, are not required to take the general admission test. NOTE: Applicants must meet all other general program-specific admission requirements.

Procedures for Transfer of Credit

The student’s transcripts are evaluated by the Dean of Academic Affairs and/or Program Director to determine transfer credits that can be granted to the students.

The guidelines used in evaluating transcripts from other accredited institutions:

- The course descriptions from the students’ former institution are analyzed from the catalog and credit is accepted for courses that were “successfully completed with a grade of “C’ or higher.
- The course objectives must meet the same general course objectives as Victory College of Nursing courses.
- These decisions are made to ensure the students get the best professional training in their program of choice.
- Approved agreements with other colleges are recognized for credit transfer

- The Credit value accepted by Victory College of Nursing follows program requirements of Victory College of Nursing, regardless of if more credits or time may have been awarded in covering the material at the institution the student is transferring the credits from.

NURSING PROGRAMS SPECIFIC GRADING STANDARD

The nursing programs has its own specific grading standard set to assist the students' progress through the program and demonstrate that the required core competencies of the program have been achieved and to help the graduates pass the national certification examination.

The following have to be met for the students to enter the Nursing program core component:

- A minimum of cumulative grade point average (CGPA) of 2.5 on a 4.0 scale, must be achieved in all general education courses. Inability to attain a cumulative GPA of 2.5 (on a 4.0 scale) in the general education component and or getting a grade of "D" or "F" in any general education course will prevent the student from entering the core nursing program.
 - Credits transfer from another institution will also be calculated based on the required general education cumulative GPA for admission into the program core courses
 - The students are expected to achieve and maintain a minimum cumulative core GPA of 2.75 in the core nursing courses all through the program, in order to continue in the program.
 - Inability of Student to meet the required cumulative GPA of 2.75 at the end of a core semester, will lead to the student been placed on probation, for the two semesters.
 - A student on probation is able to continue in the program with less than the required cumulative core GPA of 2.75. However, the student must show progress in the subsequent semester with a cumulative core GPA over the previous semester's cumulative core GPA.
 - Once the student is able to achieve a cumulative core GPA of 2.75, the student will be removed from the Academic Probation. But the student will be dismissed from the program, if at the end of the second semester the student's cumulative core GPA remains below the required cumulative core GPA of (2.75).
 - If a student is dismissed from the program due to failure to achieve and maintain a minimum required cumulative core GPA of 2.75, such students may be offered a one-time opportunity to re-start the program from the beginning, and grades earned from previous core courses will not be considered in core GPA calculation.
 - Student must wait at least one full year semester before re-starting the program based on availability. The student may also be placed on the wait list.
- The Nursing programs do not recognize the grade of "W" or "WNA" in the grade calculation. The students' progress is evaluated every core semester, based on qualitative measures. If a student fails a course within a core semester, the student may re-enter the program and take the course when it is offered. The failing grade will then be replaced with a passing grade when student passes the course. Grade calculation will occur every two consecutive terms and will include two consecutive semesters. The student must also meet the same required core semester CGPA previously stated. If a student be out of a Nursing Program for an extended length of time (over two semesters), the student will have to re-apply to the program and re-start the core courses from the beginning. All grades received from core courses taken previously will not be considered.

FINACIAL SERVICES

GENERAL INFORMATION

Victory College of Nursing is a private institution and does not offer any kind of financial Aids services at this time. However, we do offer payment plans for students who needs such assistance.

TUITION, FEES AND OTHER COSTS

The tuition and fees are charged per semester to the students for the schedule credit hours for the ASN and the BSN programs and clock hours for the PN program. Each semester consist of 8 weeks for the Core Nursing courses and 6 weeks for the General Education courses. The tuition and fees are subject to annual review and modification accordingly. Tuition and fees are due in full on or before the first day of class of the semester, except other arrangements have been made by the student.

Costs:

Effective Spring Semester, 2024:

Initial Fees

A one-time Application Fee	\$30.00
One-time Registration Fee	\$120.00

The application and registration fees are only valid for the semester the student applied for except the student requests for a deferment before the start date of the semester he/she applied for. The admission can only be deferred for one semester depending on the reason for the deferment.

Tuition Charge Per Semester— (To be charged and paid on or before the first day of class)

The Tuition per Credit hour (Core Nursing Courses) =	\$655
The Tuition per Credit hour (General Education Courses) =	\$299

Tuition for the BSN core nursing classes, 80 credit hours =	\$52,400
Tuition for the BSN General Education classes, 40 credit =	\$11,960
Total Tuition for BSN core nursing classes and General Education Classes =	<u>\$64,360</u>

Tuition for the ADN core nursing classes, 42 credit hours =	\$27,510
Tuition for the ADN General Education classes, 30 credits =	\$8,970
Total Tuition for ADN core nursing classes and General Education Classes =	<u>\$36,480</u>

Associate of Science -- Bachelor of Science Degrees	\$1200.00
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This fee is per semester, and it covers student services including the student Learning Management System platforms, computer and information technology, Laboratory, Simulations and library etc.

Estimate for textbooks and supplies for ADN & BSN per semester
1550 \$1250-

Tuition for Practical Nursing Students for the entire program \$27,528
(Books are included in tuition)
Estimated Supplies per semester for the PN \$450

Education Fee per Semester by degree: 0

English as a Second Language (ESOL), not licensed by CIE.

Tuition Charge Per semester (Tuition is charged and payable on the first day of the class in the semester).

Tuition for Students attending Full Time: \$850.00 per month, application fee \$150, plus books; no education fee.

English as a Second Language (ESOL), not licensed by CIE.

Tuition Charge Per semester (Tuition is charged and payable on the first day of the class in the semester).

Tuition for Students attending Full Time: \$590.00 per month, application fee \$50.00, plus books; no education fee.

Other Fees (for all students enrolled)

The fees are not all inclusive. Depending on other program needs and individual student request, other fees may be charged as follows:

Student ID Replacement	\$10.00
Withdrawal Fee	\$100.00
Re-entry Fee	\$130.00
Graduation fee	\$480.00
Transcript Fee	\$15.00

Optional Fees

Students taking online courses who require the textbooks shipped to them will have shipping charges assessed. Student request to expedite items through delivery service will also be charged at the servicer's rate accordingly.

For students who do Cash Payments or Credit cards the late fee charge per month for each month past due is \$35. Any fees incurred by the College from any bank or credit card company, as a result of any insufficient fund fees, chargebacks, or any other fee incurred by the College in pursuit of any payment are subject to a \$25 fee per transaction. The fee will be charged and billed to the student's account.

Required Fees for Programs

These fees are valid and mandatory charges applied by the College for the pursuit of an approved nursing program of education. Health insurance is a major clinical requirement for nursing students, as well as background check, Drug screen, certification exam fees. These fees may vary based on the providers. (See table below.)

Required Fee for all Nursing Students

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Required Fee for all Nursing Students

Background check	\$150
State license	\$110
VUE Testing	\$200
NCEX Review/ Prep.	\$450
Drug screen	\$150
Vaccines	\$150
TOPS Clinical background	\$150
CPR	\$50
HIPAA	\$50
BBP/OSHA	\$55
Medical Error Training	\$55

Victory College of Nursing reserves the right to make necessary changes in curriculum, tuition, fees, or any aspect of the program to enhance a smooth and effective running of the program for the benefit of the students and the institution. These changes may be made without further notice. The students' academic transcript will not be released if the student owes a balance with the institution.

Uniforms, Tests, Supplies, and Special Fees

Students in the Nursing programs are required to wear medical scrubs to class each day while in their major courses. These medical scrub uniforms are available at the College Bookstore. The College bookstore is located on campus where students can purchase their books and supplies as needed. Students are required to get their own personal school supplies such as pens, pencils erasers, notebooks, calculators and dictionaries etc.

Other activities such as healthcare workshops and seminars may be held throughout the year. These activities are announced to the students in advance.

Student Withdrawal Policy

Upon withdrawal from the College, the students are responsible for the return of all library books borrowed from the College and pay all fees, fines, and monies owed to the College.

Refund and Cancellation Policy

Students withdrawing from the College must follow the appropriate procedures as listed in the catalog. Each student is reserved a place in class during registration with the assumption that the student will remain throughout the academic year. Therefore, tuitions are refunded according to the College refund policy. Students are responsible for all prior account balance current charges for the semester they are attending, such as tuition and fees, books, supplies etc.

A student who withdraws prior to the end of a semester is charged a \$100 administrative fee; and a student who withdraws from the program and wishes to re-enter is charged a \$130 re-entry fee.

Cancellation and Settlement Policy

Refund Policy

I understand that if I choose to make monthly tuition payment, I must complete payments for the entire semester prior to subsequent registrations being accepted. Should I either drop a course(s) or withdraw from all courses I am required to notify the Record/Registrar's office by using the appropriate form and submitting that form to the aforementioned office in person or by certified mail.

Should I be terminated or cancel my registration for any reason, I understand that all refunds will be made according to the following schedule:

1. All monies except the application and registration fees paid by the applicant will be refunded if the cancelation is made within five calendar days after signing an Enrollment Agreement and making an initial payment.
2. The College will refund a 100% of tuition charges for all cancelations made before the first day of class, with exception to the application and registration fees.
3. Cancelation of the contract by the student shall be made to the Record/Registrar's office by using the appropriate form and submitting that form to the aforementioned office in person or by certified mail.
4. Drop/add period is the first five days before classes (Monday through Friday) close of business. There will be a 100% refund of tuition charges if the student withdraws on or during the add/drop week. There will be no refund after the add/drop week.
5. If the College does not accept the Enrollment, all monies paid by the student to the College except the application fees will be refunded and the student and College shall be released from further obligation.
6. If a student is withdrawn from a class due to class cancelation, the student is entitled to a full refund.
7. All refunds will be made within thirty (30) days of termination or receipt of cancelation notice.
8. Subject to the official date of withdrawal, tuition and fees will be refunded according to the schedule above.
9. Should disciplinary measures that require the withdrawal of a student, the above refund schedule will apply.

Also, all balances owed to the College due to withdrawal calculation, or a balance due at time of graduation will be billed to the student. **No official academic transcript or a diploma is issued to students who owe a balance to the College. However, upon payment of all outstanding debt, a transcript and diploma will be issued.**

Interruption of College Operation

If the College operation is suspended or interrupted at any time as a result of any strike, riot, act of nature, disruption, or any other reason beyond the College's control, there will be no refund of fees, tuition and charges, or any other payment the students made to the College

DISTANCE /ONLINE LEARNING

Victory College of Nursing offers some online classes to encourage and supports the educational needs of adult learners and other students who are not able to attend on-campus classes. The General Education courses are the only courses offered online in the AS and BSN programs. The students are required and expected to own or have access to a personal lab top or desk top computer with a window ten or higher processor or its equivalent, with a web server, file and data server to enable the students to attend their virtual classrooms by logging in a specific number of times per week. The log-in times are flexible based on the students' schedules. Attendance is strictly monitored and recorded daily and count towards final grades. The students are able to work on their assignments and participate in class discussions within reasonable time frames. Learning is achieved through the following: Asynchronous, Synchronous, or Asynchronous/Synchronous. Personal studies; inquiries; personal synthesis of ideas and topics; collaborative processes via student to student; and student to faculty. The outcomes are measured and determined by subjective and objective tests, case studies, individuals and group projects, pre-test and post-test as well as qualitative analysis of the students' inputs. The students are expected to be familiar with internet and computer literate, to enable them to navigate their virtual classrooms and participate in the required course work.

Facilities and Equipment

The students in the online programs are required to have a personal lab top or desk top computer with internet access, and also have Microsoft office for all online classes. The College have computers with internet access available for students use on the campus with technical supports/services and training through its online platform, The College online platform is Canvas.

Computer Access

It is essential that all Nursing students have access to a computer with Internet capabilities. Computers are available to our students in the College resource center. The computer lab is open Monday –Friday 10:00a.m-5:00 PM; On Saturday: 11:00am-3:00PM

Learning Resources

Victory College of Nursing's library is located on campus and can also be access online by our students and faculties with electronic collection of resources; all of which serve both online and on campus students and faculties. The library is managed by well qualified librarians with LIRN assisting the students and faculties both online and on campus. Students and faculties are able to call, chat, or email the librarians and get the help they need. The library's combined collections from the LIRN resources currently include a variety of electronic database resources, with e-books, dozens of titles, relevant links and Journals. Training on how to use the library are available online, on telephone and in person on campus.

Admissions Requirements for Online Learning

The Admissions requirements for the online learning programs are the same as admissions requirements for on-campus programs.

Orientation for Online Students

All new and transfer students are encouraged to read and or watch the school orientation video to be familiar with important information, departments and personnel for easy navigation through the various program requirements and expectation for better outcome.

All program orientations are available online prior to the first day of each semester. This is designed to help the new students get familiar with the operation and organization of the College as well as help the students' transition to the College. It is also a time for the students to review the mission, values, traditions, rules, and regulations of the College. The following are also discussed: academic standards, study techniques and counseling resources.

Faculty/Student Interaction

The online classes offer variety of opportunities for interaction, including faculty to student and student to student interactions. Faculty and student interaction is critical and crucial for the success of the online learning programs. Other methods of interaction include online lectures, document sharing, emails, threaded discussions and interactive synchronized i.e. audio/visual, chat/discussion board. Students are required and expected to attend their virtual classrooms by logging in and participate in the online discussion a specific number of times per week.

Faculty members are required to review, respond and reply to the students within 24-hours, and 48 hours on weekends and holidays. The students can also call and speak with instructors on phone and also visit the office when necessary.

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Student Services for the online learning

For the online students, student services are provided via telephone or in person and electronically. Distance education students also receive same career services as the students on campus.

Student Advising Services

A faculty member is assigned to students to provide academic advising. Personal advising are also available to the Students via the College Advising Service Center during the College regular business hours. To encourage successful completion of a program, staff members, the faculty members e-mail addresses are available to students to assist with academic issues the students may have. The faculty members can be reached 7 days per week through their e-mail accounts. The response time per student request is within twenty-four (24) hours during weekdays and 48 hours on weekends and holidays. The technical support team can also be reached 7 days per week available by phone toll free during regular business hours or via email.

Books Delivery

Online students are encouraged to order their books not more than three weeks prior to the start day of class to be sure you get the correct books and materials for online classroom activities. Books can also be ordered via the College bookstore which can be access online via the College website or in person on campus. The students can also pick up their books from the campus: in that case students are required to call the bookstore prior to the visit to be sure the online books are available in store.

Testing

Tests are provided for the online students via the College learning management system, which is Canvas, and are proctored on ATI via Respondus. The tests can be administered via a variety of ways, electronically, by telephone, or in person as needed. In certain cases, the local test centers may be utilized where professional test sites have been secured.

Technical Support

Online as well as on-campus students are able to contact the College technical support team 7 days a week by phone or via email. The library is managed by well qualified librarians with LIRN assisting the students and faculties both online and on campus. Students and faculties are able to call, chat, or email the librarians and get the help they need.

ADMINISTRATIVE POLICIES AND PROCEDURES

General Information

Victory College of Nursing primary objective is to help its students achieve their career goals. The policies and procedures are put in place in the best interests of students and the College. The College reserves the right to make changes to the provisions or requirements in the catalog at any time without prior notice, including fees and other items contained in the catalog. Victory College of Nursing reserves the right to put any student with unsatisfactory academic standing, attendance or conduct on probation. Following appropriate procedures, the College also reserves the right to require a student to withdraw from the program and the College. Admission to the College for any program does not guarantee re-enrollment of the student for the subsequent semester or academic term. A student may be dismissed from the College for providing false statement or documents for admission. In such situation the admission is void. Such student may not be entitled to credit for any work he/she may have completed at the College. At any time, the students are free to confidentially discuss their concerns and problems with their instructors, as well as the Dean of Academic Affairs/Program Director. Victory College of Nursing also reserves the right to cancel any classes with less than minimum number of students enrolled. In such case the students will be notified accordingly.

Official Means of Communication with Students/Faculties

The official means of communication with all students and faculty shall be the College assigned email address. Course information such as assignments, class materials, questions and instructor feedback will be provided through the students' College email address. Other notifications from the College may be from the Campus Library, Academic Affairs Department, Student Services Office and Accounts Departments etc. will also be via the College email address. Therefore, students are required to activate their College email once they are enrolled and are responsible to frequently check it for important updates from the program.

Bursar/Accounts Office

The Bursar's Office is responsible for accepting student payments of tuition and fees and also to answer questions about payments, student accounts and fees.

Catalog Effective Date

Victory College of Nursing reserves the right to make appropriate changes to program, curriculum, and graduation requirements. The catalog effective date is the first day of the semester.

The College Bookstore

The College bookstore furnishes the students with necessary materials such as books, supplies and equipment etc.

Campus Safety

Any and all suspicious persons and activities are to be reported promptly to the College Administration including any damage to personal property or suspicious movement.

The College Annual Security Report

Victory College of Nursing will compliance with the federal regulation amendments (34 CFR 668.41 and 34 CFR 668.46 2008), will post the College's Annual Security Report on our website, which will describe institutional security policies and crime statistics.

Fire Precautions

Students are advised to be familiar with the College evacuation route. In case of an emergency: do not use the elevator. Students and staff are to leave the building using the nearest exit in an orderly manner and where applicable, following the directions of the fire marshals or the police. Do not re-enter the building for any reason until directed to do so by the College administration. Stand as far away from the building as possible. And in case of emergency, dial 911. In the event the students or staff feels threatened of any physical harm or danger, they are to contact the appropriate authority.

Parking

The College has open parking available for both the students, faculties and staff on first-come first-have bases, no reserve parking for anyone. Students may not park in the parking spaces designated for College visitors. Students' cars parked in spots reserve for visitor will be towed.

STUDENT SERVICES

Student Orientation

All new and transfer students are encouraged to attend the school orientation. All program orientations are done prior to the first day of each semester. This is designed to help the new students get familiar with the operation and organization of the College as well as help the students' transition to the College. It is also a time for the students to review the mission, values, traditions, rules, and regulations of the College. The following are also discussed: academic standards, study techniques and counseling resources.

The Student Role in Decision Making

Victory College of Nursing encourages and supports student involvement in decision making, with administration, staff and faculty members. Students can express their views through student government as well as during faculty advising sessions. The student suggestion box is another way student are able to express issues and concern on a day-to-day basis.

Career Service Center/Employment Placement Services

The Student Services Department enables the students to participate in students' activities, such as honors societies, organizations and leadership programs, as well as expose them to career

development resources, which assist them with their career and professional development. Student Services Department also help instruct the students on career preparatory activities such as resume development, career fair, mock interviewing, and professional networking. The College does not promise or imply any specific market or job availability.

Student Organizations

Phi Theta Kappa International Honor Society (PTK)

The PTK honored society is an organization that offers scholarship to qualifying undergraduate students. Phi Theta Kappa (PTK) recognizes the scholarly achievements of students working to achieve an associate degree. Minimum grade average, credit hours required, and membership fee varies by Chapter. Their major hallmarks include Scholarship, Leadership, Service, and Fellowship. Students interested in becoming a member of the Phi Theta Kappa International Honor Society should contact the Student Services Department. No preapproval is needed from the College. Qualifying students can apply directly with the organization.

Student Government Association (SGA)

The general purpose of student government in the College is to promote the general welfare of the student body; It also provide programs of cultural, recreational educational and social value to the College community; promote harmony among administration, faculty, staff, and students; meet the responsibilities of self-government; the students are assured that their rights as stated in the statement of student rights are protected; and provides a platform through which the students' concerns may be known through a representative and democratic governance. The Officers are elected from within. The student government may assist in the planning of social, fund-raising, sporting and community-service activities. Interested students are to contact the Student Services Department for more information regarding membership and meeting times.

Student Nurses Association (SNA)

The student nurse association (SNA) is an association for interested student nurses. The purpose of the Student Nurses Association (SNA) is to prepare the students to assume professional responsibilities, as it relates to contribution to nursing education to provide the highest quality health care for all people. Only students pursuing an associate's or bachelor's degree in nursing are qualified to be a member. For membership information please contact the Student Services Department. No preapproval is needed from the College. Qualifying students can apply directly with the Association.

Alumni Association

Victory College of Nursing will have an Alumni Association to keep the graduates connected to each other and to the College community. Graduates from the College will be automatically members of the College Alumni Association. This will enable the graduates connect with other fellow alums, reconnect with former classmates as well as make new career connections.

Student Counseling

Counseling for career and academic reasons is available to all students as needed over the phone and in person as desired by the students, done in friendly and confidentially.

Financial Counseling

Financial counseling is also available to students as needed on the different payment options and plans available on tuition per program.

Graduation Policy

Victory College of Nursing commencement ceremonies will be held annually as needed. Students, who have satisfactorily completed their academic requirements for the program they are enrolled in, will be eligible to participate in the commencement ceremony. The students must have completed their program at least one term prior to the commencement ceremony. Plus, complete other necessary institutional requirements such as: visit the Students Services Office and complete a graduation application, program exit interviews and request to participate in the commencement ceremony.

Housing

For students interested in living near the campus, the College will provide information about local apartments and rental opportunities in the area. For more information students should contact campus Admissions Office.

Health Insurance

Health insurance is available for students through local insurance providers. Students should contact the local insurance provider of their choice for their desire health insurance. **Nursing students who are required to complete clinical for their academic coursework need health insurance coverage prior to participating in the externship.**

Clinical Disclosure

The students are responsible for their transportation to and from the clinical locations including locations that are over 50 miles. Students are also responsible for paying for their own food and lodge as needed. All nursing students are expected to complete their health immunization/vaccination including COVID 19 Vaccine prior to getting into the nursing program. The students may be expected to pay for and complete necessary immunization/vaccination if not already completed as well as criminal background check as needed by the clinical facilities.

Students may be denied access to clinical facilities if not COVID 19 Vaccinated, as the clinical facilities we use requires students to be COVID 19 Vaccinated (two shots plus boosters).

Internships/Externships/Labs

All students attending the clinical course must have attended and passed the lecture part of the clinical subject, including the laboratory part of the course before clinical. Students are required to come prepared bringing with them the following: the stethoscope, penlight, and watch with a second hand, bandage, scissors, drug book, assignments etc.

Students in a nursing program are exposed to clinical experiences planned by the Program Director in collaboration with the Clinical Coordinator, and these experiences occur in hospital and community-based settings. The clinical experience in this program is a comprehensive hands-on experience that is coordinated with the theory courses offered throughout the program. The clinical coordinator is responsible for obtaining all requirements from students prior to clinical rotation. He/she serves as a liaison between the clinical sites and the school, and responsible for all of the student's clinical assignments. All absences must be reported by the clinical instructor to the clinical coordinator who will in turn report to the dean of Academic

affairs or Program Director.

POLICIES FOR STUDENT CONDUCT

Academic Honesty Policy

Victory College of Nursing expects the students to observe all acceptable principles of academic honesty, so as to achieve our mission of excellence. All students enrolled in the College are expected to maintain honesty and integrity in all their academic work. The College recognizes that Academic honesty is crucial to the advancement of knowledge. Therefore, students are expected to respect the integrity of one another's work as well as the importance of acknowledging and safeguarding the validity of intellectual property. The College takes Academic dishonesty as a serious violation of trust in the academic world. The following are some of the different forms of academic dishonesty:

Plagiarism

At Victory College of Nursing, the students are responsible for maintaining honesty in the work submitted for credit and in any other work done related the course enrolled in.

Plagiarism is the unintentional or deliberate use of someone else's words or ideas without proper recognition or citation thereby, claiming authorship of the idea. Plagiarism is a form of theft and academic dishonesty that hinders as well as interferes with the goals of education, therefore must carries severe penalties at Victory College of Nursing.

Student submitting the same work they had completed for one course in any other course, thereby earning credit for the same work more than once, is a form of plagiarism even though the work was done by the student.

The penalties for plagiarism are as follows:

For Partially plagiarized assignments

If a student turns in a course work containing plagiarized material, first occurrence is an automatic "F" for the course work or assignment.

If the same student turns in another assignment or course work containing plagiarized material, second occurrence is an automatic "F" for the course. And the third occurrence in any other course work is an automatic dismissal of the student from the College.

For Entirely Plagiarized Assignments

If a student turns in a course work or assignment that is completely plagiarized, first occurrence is an automatic "F" for the course.

If the same student turns in another assignment or course work entirely plagiarized, second occurrence is an automatic dismissal of the student from the College.

The student that has been dismissed from the College can reapply after been out of school for two semesters. The student has the right to a due process as desired. The student may appeal the decision of the administration to the Grievance Committee. The procedures for the grievance processes are outlined in the Victory College of Nursing catalog

If the administration takes any disciplinary measures or action against a student, the student may appeal the decision of the administration to the Grievance Committee.

The students are required to properly cite and attribute to the right author using the proper APA format i.e: every direct quotation, ideas and facts that are not generally known to the public at large, the structure, the form, or style of a secondary etc.

The following does not require citation: the student's first-hand thoughts, original ideas and observations; as well as widely known facts.

Providing or Acquiring Information Dishonestly

Victory College of Nursing prohibits the following: unauthorized use of technology during an examination; unauthorized use of notes, text books or other study aids during an examination; spying or looking at other students' work in an assignment or during an exam, when it is not a group work; communicating or attempting to communicate with other students during examination or assignment in order to get help where collaboration is not permitted; improper storage of prohibited course materials, notes, and study aids so as to access or view during exam; obtaining an examination prior to its been administered; giving your work to some else to do for you and submitting it as one's own work; altering a graded work and submitting it for re-grading; allowing another person to do one's work and submitting it as one's own; or any activity the student involve in to obtain an unfair advantage over other students.

Conspiracy

Collaborating with any person or groups to commit any act of academic dishonesty.

Fraudulent Behavior

Fraudulent activities or behavior includes but not limited to sharing one's confidential login information with another person, thereby misrepresenting oneself; giving access to another student to participate in class assignments under your name as well as submitting work under another student's name. Undertaking or partaking in any of the above constitutes violations of academic integrity.

Fabrication of Information

These includes inventing or falsifying any citation, information, or data; utilization improper methods of collecting or generating data and presenting the data as legitimate; perpetrating untrue propagandas against students in good standing; intentional or unintentionally damaging the College's reputation or that of its students and scholars; a student misrepresenting oneself or one's status in the College

Facilitating Academic Dishonesty

Giving other students access to look at your work in an assignment or during an examination when it was not a group work; providing materials, information or assistance to another person that may be used in violation of course, departmental, or the College academic honesty policies; providing false information in connection with any academic honesty inquiry; assisting another person or group of persons in an act that violates the academic honesty standards of the College.

Multiple Submissions

This occurs when a student submits the same work for credit in two different courses without obtaining permission from the instructor.

Falsification of Records and Official Documents

Forging other peoples' signatures or any form of falsification of information on official academic documents on drop/add forms, petitions, incomplete forms, letters of permission, or any other official College document.

Abuse or Denying Others Access to Information or Resource Materials

Any form of malicious act that hinders other students or scholars or access to course materials or library; intentional or unintentional obstruction or interference with another student's academic work; removing books from libraries without formal check out of the items; removing pages from books or journals or reserve materials; intentional hiding of library materials; refusing to return reserve books or readings to the library.

Clinical Misconduct

This includes but not limited to: falsification of patient records; misrepresentation of clinical hours or assignments completion; fabrication of patient experiences; failure to report omission or error in medication administration, assessments or treatments; stealing of client, facility, staff, visitor or student property.

Confidential Information Disclosure

A high, responsible standard of conduct and professionalism is expected from each student. In clinical settings, students are responsible and accountable for the handling and utilization of their assigned patient information and other confidential information at the clinical facilities. Patient confidential information is never to be disclosed or discussed with anyone other than those directly involved in the patient care.

Patient information is only to be used and accessed for legitimate, learning and clinical purposes. Any kind of breach in confidentiality of patient information including discussing and/or releasing facility information or confidential patient, or obtaining an unauthorized system access, will lead to a serious disciplinary action from the College. Students should only access the patient information they are assigned. Students should seek direction or clarifications from their clinical instructor.

Penalties for Violating the Academic Honesty Policy

Upon determination that the student has violated the Academic Honesty Policy, the instructor may impose one of the following penalties:

First Level Discipline:

The first occurrence of clinical academic dishonesty will result in a grade of "F" for the assignment or examination.

Second Level Discipline:

The second occurrence of clinical academic dishonesty will result in a grade of "F" for the entire course and total dismissal from the College. These occurrences and disciplinary measures are not limited to a single course or term, rather are cumulative throughout the program.

Policy for Professional Behavior

---The College has established a set of professional behaviors which will help the students develop necessary knowledge and skills for entry-level in their fields.

---The students are expected to adhere to the College policies and procedure as outlined in the catalog as well as adhere to program policies and procedures as outlined in the program student handbook.

---Adhere strictly to policies and procedures of the clinical facility you are assigned to.

--- Arrive to clinical sites and class on time.

---Be responsible and accountable in all aspects of the educational process.

---Show appropriate communication skills, behavior when interacting with other students, faculty and clinical staff.

--- students are also expected to respect the learning environment in regard to students' visitors such as: spouses, children, parents, animals and friend etc; may not attend class or the clinical site with the students.

Any student who exhibits unprofessional behaviors, the student will be placed on an Administrative Action and given a written warning, final written warning, or program dismissal depending on the severity of the action. The action plan will be implemented outlining the immediate professional behavior(s) expected consistently from the student. The program director or dean of Academic Affairs reserves the right to withdraw the student at any time if the inappropriate behavior is deemed extreme as determined by the program director and dean of academic affairs.

Professional Behavior Policy and Procedure

Any Administrative Action determined will become effective in the current semester the student enrolled in and remain in place for the remainder of the next semester. At the end of the next semester, the program director or dean assesses the student's progress and compliance, and then determine to remove the student from or to extend the Administrative Action. Failure to meet the terms of the Administrative Action, as stated in the student action plan, will result in total dismissal from the program. If additional unprofessional behavior(s) should occur at any time during the remainder of the program, the student will be dismissed from the program and the College and may re-apply for the program after one year depending on availability.

Clinical Experience – Request for Removal of Student

In the event a clinical site requests the removal of a scheduled student due to the student's unwillingness or inability to abide by the program and/or clinical site's policies and procedures, the student will be placed on Administrative Action.

Please note that if the program director and dean of academic affairs determined that the cause for removing a student from a clinical site is extreme unprofessional behavior, the student may be immediately dismissed from the program and the College.

The program will attempt to re-assign the student to a different clinical site one more time.

However, if a second incident occurs during the same clinical rotation or in another course in which a clinical site requests the removal of the student, the student will be permanently removed from the site and the program with a failing grade for the course

The student may decide to apply for re-entry to the program. Re-entry to the program will however, dependent on the following criteria:

-- Availability of space in the program

--A review of events that led to the dismissal as well as the student action plan designed by the program director addressing professional behavior expectations. If the student was re-assigned to a second clinical site due to unprofessional behavior, and similar unprofessional behavior occurs in the second clinical rotation and course, the student will not be re-admitted to the program.

Administrative and Academic Dismissal

A student may be dismissed from the College for not adhering to the administrative policies.

Grounds for dismissal include, but not limited to, the following:

- Failure to fulfill student responsibilities including, but not limited to: meeting of deadlines for academic work and tuition payments.

- Failure to meet the minimum educational requirements set by the program the student is enrolled in.
- Failure to provide requested documents, corrections and/or new information.
- Failure to notify the college of any new information that has changed since the student's initial enrollment.
- Failure to purchase or furnish required supplies.
- failure to comply and adhere to policies and procedures in the current College catalog and student handbook; or
- conduct that shows prejudice to the class, program, or College.
- Failure to return the library books in a timely manner and payment of any fines that may be charged.
- Failure to obtain required education and financial clearance prior to graduation and to comply with all parking regulations.
- Failure to maintain the College property in a manner that does not destroy or harm it.
- continued inappropriate personal appearance.
- continued unsatisfactory attendance.
- Failure to pay for services provided by the College.
- The students are required to be on camera at all times during virtual lecture sessions: students running errands, cooking, driving etc. will be asked to leave the class session and repeated behavior may result in being dropped from the program for non-participation.

Specific behaviors that may be ground for dismissal include, but not limited to:

- Deliberate destruction or defacement of College or student/employee property;
- Theft of College or student property.
- The use, possession, and/or distribution of illegal drugs, alcoholic beverages, and/or paraphernalia on campus, at any of the College activity
- Coming to the College under the influence of illegal drugs, alcoholic beverages.
- Illegal or improper conduct, including hazing, sexual harassment, etc.
- cheating, plagiarism, and/or infractions of the College's Student Conduct Policies.
- Any improper behavior which distracts other students and disrupts classroom routine activities.
- The use of abusive language, including verbalization or gestures of an obscene nature; or
- Threatening or causing physical harm to students, faculty, staff or others on campus or while students are off-site learning experiences.
- Noncompliance with the General policies as stated in the Enrollment Agreement.
- Any negative/disrespectful comments, injury to the College reputation (including Social Media outlets). The College has a zero-tolerance policy for False/Negative social media comments
- The Program Director/Dean of Academic Affairs reserves the right to withdraw the student at any time if the inappropriate behavior is deemed extreme.
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Conflict Resolution

Victory College of Nursing maintains an open-door policy.

In case of any conflict or concerns, students are encouraged to first discuss the situation with their instructor. If the situation is not resolved, then speak to their program director. If not still

resolve, next levels are the dean of academic affairs and the campus president. Students are encouraged to follow the chain of command for prompt resolution

Anti-Hazing Policy

Victory College of Nursing prohibits any form of hazing which is the initiation into any organization that willfully endangers the physical or mental health of any individual. Any such imposition should be reported promptly to the administration. Violation of any part of this policy will result in disciplinary/administrative actions against the violator which will include counseling and possible removal from the College.

Anti-Bullying Policy

Victory College of Nursing strongly prohibits any form of bullying be it verbal, social nor physical. Bullying is unwanted, aggressive behavior toward another individual. No student is permitted to intimidate nor coerce another student for any reason. Such behavior should be reported promptly to the administration. Violation of any part of this policy will result in disciplinary/administrative actions against the violator which will include counseling and possible removal from the College.

The Procedures for Disciplinary Action on Student

In the event the student violates Victory College of Nursing classroom Standards of Conduct, the faculty member determines the first level of discipline. If a situation demands further action, the dean of academic affairs or program director is responsible for the next level of action.

If the dean of academic affairs is not available, the campus president determines disciplinary action. The student has the right to use the grievance process as outlined in the College catalog, If the student has an objection to the disciplinary action.

When the violation of Standards of Conduct is outside the classroom but occurred on campus, the Dean of Academic Affairs and or Program Director determines the first level of discipline, followed by the campus president. The student has the right to use the grievance process as outlined in the College catalog, if the student has an objection to the disciplinary action imposed.

Standards of Appearance

At Victory College of Nursing the students are expected to dress and appear professionally. The students are expected to maintain proper personal appearance and wear the approved dress code. During clinical rotation major courses when uniforms or professional apparel must be worn, it should be cleaned and properly ironed at all times (including health care professional shoes) The students are expected and must maintain proper personal appearance. Some programs at Victory College of Nursing require uniforms and must be worn during class and lab time (Navy blue scrubs with Victory College of Nursing logo, health care professional shoes). The Victory College of Nursing logo may not be used by any other company or individual without a signed agreement with the college to use the logo. The programs that do not require uniforms, the men must wear collared shirts, clean Collared T-shirts, and dress pants or clean jeans etc. Flip flops are not permitted, Tang tops, sleeveless, shorts, beach wears etc. are inappropriate and unprofessional, therefore not permitted. Women are required to wear dress pants or clean jeans, dress slacks, skirts and blouse. Bare-midriff blouses, mini or micro skirts, short-shorts, not permitted Students wearing inappropriate dress after caution and warning may be asked to leave the classroom to change. Students may be readmitted if returns with appropriate attire,

Nursing Programs and General Education Courses

At Victory College of Nursing when attending general education course, students are expected to adhere to Standards of Appearance by wearing professional business attire. During clinical rotation and major courses, the nursing students are required to wear their approved program uniform, which is the medical scrubs and approved footwear. The Uniforms must always be cleaned and properly ironed.

The Nursing students may not wear artificial or acrylic nails in any clinical area.

Military Personnel

All military personnel members (Active duty, Reservist, National Guard and ROTC) may attend classes in military uniform once they have completed the enrollment and registration process.

Photo ID Policy

The students will be issued a Victory College of Nursing photo I.D. card. The I.D. card must be worn upon entrance to the campus and displayed photo -side facing forward. The I.D. card must always be worn in class and when on campus.

Anyone not wearing a Victory College of Nursing I.D. card may not be admitted to the campus classrooms, offices or library, etc.

The Possession of Firearms Policy

Victory College of Nursing strictly prohibits the possession of any kind of weapon for any reason by anyone on campus. Only Certified Florida law enforcement officers and assigned licensed and uniformed security officers are permitted to possess a gun or weapon on campus. Exception to this policy are Victory College of Nursing students who are certified Florida law enforcement officers and currently working in a recognized Florida law enforcement agency.

Policy and Procedures for Grievance

At Victory College of Nursing the students have the right to procedural due process and be heard, in case the student has an objection to any disciplinary action imposed. In the event an administrative action/measure is taken against a student related to the student behavior, conduct or academic policy violations, the student may appeal the decision to the Grievance Committee. Students are encouraged to try and resolve problems through normal administrative channels. Students who intend to petition for a grievance hearing, must do so in writing and submit it to the Dean of Academic Affairs and or the Program Director. The grievance will then be scheduled to be heard before the Committee. The Grievance Committee panel meets monthly as needed. The Grievance Committee consists of one staff member, and two faculty members. The voting members of the committee/panel are non-biased. Evidence are presented to the panel members, questions are asked, followed by review of the catalog/handbook policies, deliberation and then the panel members render an advisory ruling that, upon approval by the Office of the president, will be binding on the administration and the student who filed the grievance.

In the event a student has a grievance that may need the involvement of a higher agency, the State of Florida may be contacted at: Florida Department of Education, Division of Colleges and Universities, 325 W. Gaines St., Tallahassee, FL 32399; telephone (850) 245-0505.

Substance/Drug Abuse Policy

Victory College of Nursing is in full compliance with Federal government regulations concerning a Drug Free Workplace and the “Drug Free Schools and Communities Act Amendments of 1989” (Public Law 101-226) for both students and employees. Therefore, no employee or student of this College shall have in his or her possession any kind of drugs including alcoholic beverage or controlled substance (illicit drugs) on the College property or at any of the College activity, whether for personal consumption or distribution to any other personnel.

Students are to report to the campus, classrooms, and clinical areas free from the effects of any drugs or alcohol. Any student or employee caught in possession, distribution or use of any illegal drugs or paraphernalia, including medical marijuana, controlled substances etc. may be dismissed and/or referred to an appropriate governmental agency for arrest and further due process. Violation of this policy will be grounds for immediate dismissal

Medical Marijuana Policy

Victory College of Nursing prohibits the possession and use of marijuana on its campus. Marijuana remains a drug prohibited by Federal law, therefore are not permitted on any of the College Campus. Federal regulation also prohibits any institution of higher education that receives federal funding from allowing the possession and use of marijuana on campus. Any student who violates the drug policy including medical marijuana on campus, will be subjects to disciplinary action as outlined in institutional catalog.

Sexual Harassment and Discrimination

This policy applies to all faculty/employees, students including the College representatives and our business associates i.e. vendors and consultants.

Victory College of Nursing is committed to providing a work free environment free of harassment and discrimination. For the purpose of this policy, sexual harassment is defined as any form of unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature.

No form of sexual harassment is permitted nor tolerated. Be it verbal, non-verbal nor physical, between coworker or faculty member and a student. Any employee found guilty after investigation of violating this policy by harassing another employee or student will be subject to disciplinary action including termination of employment irrespective of the employees/faculty level of employment. Anyone who believes that they are a victim of any form of workplace harassment, retaliation or discrimination should immediately contact their supervisor or the administrative office or the Program Director, regardless of the offender’s position.

Victory College of Nursing is an equal opportunity employer and prohibits discriminatory practices, including sexual harassment. The College expects every individual to be treated with respect and dignity. The College also expects all relationships in the workplace to be businesslike and free from prejudice, bias and harassment. Sexual harassment is illegal under federal and state laws and constitutes discrimination. The College prohibits retaliation against any individual who reports discrimination or harassment or participates in an investigation of such reports.

Intellectual Property Policy

All Intellectual works developed by a faculty member, students or staff as a direct result or in connection with regular duties of faculty members; students or staff members; or developed by a

student as a result of research done in connection with regular duties or assignments, is considered the exclusive property of the College.

Any work that are completed or submitted in fulfillment of course requirements by students is considered the exclusive property of Victory College of Nursing and the College reserves the right to utilize such work in any way it desires.

The intellectual properties may include but not limited to course syllabi, lecture notes, class handouts, in paper or web-base/formants, software developed by faculty members, students or staff members or student as part of normal duties or assignment are considered property of the College.

Such properties will be considered property of the employee, student or faculty if no College space, facilities, funds or time of faculty members, students or staff members were involved in the development.

Intellectual property is considered or defined as any product of intellect such as artistic works or literature, and or software, patents, industrial processes and business methods etc.

Victory College of Nursing Transcripts Request Policy

All requests for transcripts from Victory College of Nursing must be in writing, signed by the student, giving a minimum of two weeks before a transcript is required. The following information must be included:

The full address of the person/place to which the transcript is to be sent.

An official transcript will be forwarded directly to name and place indicated by the student. All official transcripts will require a fee of \$10.00 to be paid with the application. The fees must be paid to the College before transcripts and diplomas are released.

Unofficial copies of the students' transcripts can be obtained at the Campus Records office for no charge.

Privacy of Student Records

Student records are maintained by the Administrative Office and maintained by the College in permanent file, in accordance with the Family Education Rights and privacy Act (FERPA) of 1974. Only authorize College personnel have access to the students records for official use only, and the administrative office maintains a log including the dates the records were checked out or used by other departments. Students who are 18 years of age and older have access to their records. A student or an eligible parent can be given access to a student's record after submitting a written request to the department in possession of the record.

Student record or information can be released to persons, agencies or legal authorities as required by subpoena/legal process or by student or eligible parents.

The (FERPA), requires that the College, with certain exceptions, obtain the student written consent prior to the disclosure of personally identifiable information from the student education records. Except specifically specified by the student, directory information is considered public record and may be released without written consent. Data that are considered as directory information includes: student name, major field of study, dates of attendance, enrollment status, full-time, or part-time, student participation in officially recognized activities, undergraduate or graduate), degrees and awards received, and the most recent educational agency or institution the student has attended.

Please note that for a student attending a postsecondary institution at any age the rights under FERPA have transferred to the student. However, in the event where the student is enrolled in both a high school and a postsecondary institution, the two schools may exchange information on that student. And if the student is under 18 years of age, the parent/guardian still retains the

rights under FERPA at the high school and has the right to inspect and review any records sent between the schools (from the postsecondary institution to the high school).

ACADEMIC POLICIES

The College Hours

The College is in operation throughout the year, except on holidays that are listed in the Academic Calendar. Classes are held Monday to Sunday, with morning classes starting from 8:00 a.m. to 1:00 p.m. Afternoon classes are held from 1:00 p.m. to 6:00 p.m. Evening classes are held from 6:00 p.m. to 10:30 p.m. Sunday classes are from 1:00 P.M to 10:30 P.M.

Credit Hours

Victory College of Nursing uses the “Academic Credit Hour” as its basic unit of calculating and recording the students’ earned educational credits. The academic credit hour is also used to determine the value of academic courses which is used to measure a student’s academic progression and degree completion.

A “Clock Hour” is defined as a period of 60 minutes with a minimum of 50 minutes of instruction in the presence of an instructor.

The Credit for courses is calculated on a semester credit hour basis. Using actual contact hours, the clock hours are converted to semester credit hours using the following.

A unit consisting of a minimum of fifteen hours of instruction appropriate to the level of credential sought, during a semester, plus a reasonable period of time outside of instruction which the institution requires a student to devote to preparation for learning experiences, such as preparation for instruction, study of course material, or completion of educational projects; The College requires and expects the students to put in minimum two times the amount of hours devoted to classroom instruction to engage in personal related and supplemental out-of-class studies and learning activities.

General Education Courses

At Victory College of Nursing General education is a crucial part of the undergraduate degree. It gives the students an opportunity to achieve a college level of literacy in a variety of areas, such as social/behavioral sciences, humanities/fine arts and natural science/mathematics. The general education courses include the knowledge, skills and perspectives that become part of an educational experience of all undergraduate students regardless of major.

Average Class Size

At Victory College of Nursing the class sizes varies depending on the course. The class sizes are small enough to ensure individual student needs are met as well as the program objectives.

Academic Advising

At Victory college of Nursing, all students are assigned an academic advisor. This is designed to meet the individual student’s academic needs in a caring and professional manner so as to improve students’ outcome.

Schedule Changes

If a class is canceled or has a scheduling error, all students enrolled in such classes are given schedule change assistance by the Program Director, or the Dean of Academic Affairs as soon as possible.

Guest Speaker Policy

Victory College of Nursing recommends and encourages guest speakers to supplement classes. Guest speakers are also seen as a source of encouragement to the students, and it enhances their educational experience. Faculty members are encouraged to talk to professional individuals from industry and business to speak to students. The students must be notified in advance of guest speakers and permission must be obtained from the Program Director and or Dean of Academic Affairs, indicating the class day and time of the guest speaker.

Course Waiver/Substitution

A course or prerequisite may be waived or substituted with appropriate written recommendation by the Program Director or Coordinator and approved by the Program Chair and/or the Dean of Academic Affairs. The request documentation of approval or denial must be filed and maintained in a student's academic file.

Attendance

Class attendance is very crucial to proper academic progress and satisfactory attendance is a vital part of students' performance.

At Victory College of Nursing if a student absence in any one course is in excess of 20% of class hours, this may cause the student to be ineligible to take the final examination in that course.

Excessive absences may also result in administrative actions: such as attendance warning, probation, suspension, or dismissal. A student may be reinstated to classes based on the instructor's evaluation of the student's abilities and performance. These kinds of determinations are made on a case-by-case and individual basis.

Students must be in class by the third-class meeting otherwise they are not permitted to begin a class.

The College Registrar or Program Director provides the faculty members **Attendance Roasters** prior to the first day of class. The Roasters show the names of students who are registered and are cleared by the admission office to be in class.

The faculty members are responsible for keeping accurate records. All roll books when not in use are kept in a place designated by the Program Director or the Dean of Academic Affairs. Roll Books, attendance records and grade books are properties of the College.

Grade Books are assigned to faculty members for each course that they teach. It is the responsibility of the faculty members to record grades and attendance accurately and timely.

If emergency (with proof) is the reason for the absences, it is the student's responsibility to make arrangement with the instructor to complete missed class work. The faculty will decide, based on the College policy, if a student is permitted by the instructor or faculty to make up the missed class work or, in the case of excessive absences, where the student is referred to the Administration for more severe action.

Honor Code

All students enrolled in Victory College of Nursing, are in agreement and pledge to respect the rights and properties of the College and their fellow students as well as follow and adhere to the College academics honesty.

The College Withdrawal Policy

Victory College of Nursing students' withdrawal policy requires that written notice be given to the Dean of Academic Affairs or Program Director by the student, parent, or guardian, including the reasons for the withdrawal. It is the responsibility of the student to notify the College of their intent to withdraw from the College including the date of withdrawal as well as if any plan to return to the College should be indicated to the Dean of Academic Affairs or Program Director during the process.

In the event a student withdraws without notifying the College of their intent to return, such student must be withdrawn within 14 days of the student last date of class attendance. Furthermore, any student who has not attended class within 14 days must be withdrawn from the College. The withdrawal policy will affect the student's grade based on the following: Any student that withdraws prior to 50% completion of the course, a grade of "W" will be assigned. For a student who withdraws after 50% completion of the course, a grade of "WF" will be assigned.

Leave of Absence Policy

At Victory College of Nursing, a student must have completed at least one full semester at the College in order to be eligible to apply for a leave of absence. A written request must be submitted by the student with necessary documents to the Dean of Academic Affairs and or Program Director. Students must receive approval from the Program Director and or Dean of Academic Affairs before embarking on a leave of absence. Except in the case of a student with a medical emergency i.e a car accident, or military duty. The exception only works or considered only when a student expects to return to school within the maximum time frame acceptable for a leave of absence. If the request is for the same reason such as a serious health issue requiring long and multiple treatments a student may make a single request for a non-contiguous leave of absence.

A student's leave of absence may be granted for a short period of time not exceeding 120 days. The students can only get one leave of absence in any twelve-month period. In some cases, a second leave of absence may be granted as long as the student's total number of days for leave of absence does not exceed 120 days in any twelve-month period.

The following are the acceptable reasons for a leave of absence or a second leave of absence within a twelve- month period: military duty, jury duty, or circumstances covered under the Family Medical and Leave Act of 1993 (FMLA), i.e. birth of a child, caring for a child or spouse with serious illness, or serious health condition of a student, placement of a child with a student for adoption or foster care.

A student is granted a leave of absence only when there is a reasonable expectation that the student will return to school at the expiration of the leave of absence. If a student is taking an approved leave of absence, he/she do not incur any additional charges for the period of the approved leave. **However, if the student fails to return to school at the end of an approved leave of absence, the student will be withdrawn from the College and will be charged a re-entry fee when he/she plans to re-enroll.**

In the event a student does not return to school at the end of an approved leave of absence, the student's last day of attendance is the date the student's leave of absence began, and charges and refund calculations are applied accordingly.

At Victory College of Nursing all refund and cancellation policies are applied based on the refund policy clearly stated in the refund section of this catalog. For students who have received any form of federal student loans most of the student's grace period may be exhausted and student loan repayment may begin sooner than later.

Policy for Military Deployment

All Service members, Reservists, and Guard members will be readmitted to their various program of study provided that Satisfactory Academic Progress was made prior to suspending their studies for service obligations. There will be no withdrawal fee charged to the student nor will the student incur any charges in the remaining semester. The College will waive the student re-entry and admission fees upon re-entry, with a copy of the military orders. All other admissions and academics requirements will be required.

Policy on Class Absences Due to Military Service

Victory College of Nursing policy on class absences due to military service maintains that absence due to short-term military duty shall be recognized as an excused absence. Students shall not be penalized for being absent from class due to unavoidable or legitimate required military obligations not to exceed two (2) weeks unless special permission is granted by the Dean of Academic Affairs and /or Program Director to the student. The student must present evidence to the Dean's office to validate such absences. The Dean of Academic Affairs and /or Program Director will in turn provide the student's instructor a letter of verification for the term. Students will not be penalized if they are absent from lectures, examination, laboratory, clinical, or other class activity as a result of an excused military absence. Such students are totally responsible for all course materials presented during their absence and the student's faculty are required to give the students opportunities to make up examinations and other course work missed as a result of an excused absence. The faculty member is responsible to provide an alternate but reasonable assignment(s), as needed, and/or opportunities to make up exams, clinical, or other course assignments that may impact the course grade of the student.

Policy for Academic Re-Admittance

At Victory College of Nursing a student that has been withdrawn from the College voluntarily or involuntarily, must apply for re-admission to the College. The College has the sole discretion to approve, deny or put the student on a waiting list based on classroom and/or resources availability. This policy also applies to students who have overstayed or extended their approved leave of absence beyond the date granted which results in automatic withdrawal. The re-admission policy is as follows:

Such students must obtain permission from the Program Director and/or Dean of Academic Affairs to re-enroll and the student will be provided a re-entry form.

The students must obtain the signature of the Bursar on the re-entry form showing that the student has met all financial obligations to the College. **A re-entry fee of \$130 must be paid if a student has been out of school for more than one semester.**

If the student is on Financial Aids, such students must contact a Financial Aid Administrator to re-apply for financial aid and set up a new payment schedule.

In the event the student has been out of the College for over six months, the student may no longer have the necessary hands-on skills required for his/her respective program. In such cases, the decision for re-admittance is made by the Program Director and or the Dean of Academic Affairs. If a student has been out of school for more than one semester, the Dean of Academic Affairs may grant approval for re-admittance and students are re-enrolled under the current tuition charges. After all required signatures are obtained on a re-entry form, a reentering student must return the form to the Dean of Academic Affairs to be scheduled for classes.

Warning: for students that are re-admitted under financial aid, such students are not eligible for Title IV funds until they have reestablished their eligibility. Therefore, the students are responsible for any charges incurred during this period.

Policy for Disciplinary Re-Admittance

Students who intend to return to the College after being withdrawn as a result of any disciplinary actions must apply for re-admittance to the College. The following re-admittance policy must be followed:

The re-entering students are placed on one semester of probation.

If there are no violations of the student rules and regulations during this period, the students are removed from the probation at the end of the probationary semester.

Academic Load Policy

At Victory College of Nursing, Students must carry a minimum load of twelve credit hours which is a normal academic load per semester, to be considered full-time.

Students may take additional credit hours beyond 12 but not exceeding 18 per semester if they have completed at least one semester as a full-time student; maintain a 3.2 cumulative GPA or higher and attain a class attendance of 90 percent.

For Students who are enrolled in a program that requires more than 18 credit hours per semester, such students are not permitted to enroll in additional credit hour courses per semester.

Some exceptions are made for eligible students but must be approved by the Dean of Academic Affairs. In this case, the students may take additional credits hours by requesting one or two additional concurrent courses in a given semester.

Students that are eligible may request for two on-ground, or two hybrid classes within the same semester term to the Dean of Academic Affairs and/or Program Director. In such cases both the Dean of Academic Affairs and the Financial Aid Director (for students that are on financial aids) must approve the request.

In the event the student intends to take one on-ground or one hybrid class and one online class, such student must hold a 3.5 or higher CGPA and the request must be approved by the Dean of Academic Affairs and Director of Financial Aid if applicable.

Exceptions to this policy must be approved by the Program Director and/or the President.

Add-Drop Period Policy

The College policy for add/drop period enable the students make changes to courses they had registered for without academic penalty. Drop/add period is the first five days before classes (Monday through Friday) close of business. There will be a 100% refund of tuition charges if the student withdraws on or during the add/drop week. There will be no refund after the add/drop week.

Addition of course(s) may occur only during the first three class days of the semester. Student must be aware how withdrawing from a course(s) and not replacing it with another course may affect their full-time status, satisfactory academic progress, and tuition charges.

Testing Policy

At Victory College of Nursing students are required to complete the necessary examinations according to the schedule required by the instructor in order to receive a passing grade, as certain amount of classroom testing is necessary for each course. All examinations are announced in advance for adequate students' preparation. Unless prior arrangements are made with the instructor any examination not completed by the students on or before the deadline set by an instructor may result in an automatic failure of that particular examination. Students who are given the opportunity to make up an examination by an instructor may only be able to receive a pass or fail grade for that examination. Each class final examinations are scheduled on the last day of class meeting during the regular class hours.

Grading Policy

At Victory College of Nursing Students are awarded letter grades for the academic work they undertake. The Academic work is evaluated, and grades are assigned to the students at the end of each term which shows a student's level of performance. The course syllabus contains the criteria upon which the student's performance is evaluated and is distributed to the students at the beginning of each course. Students' grades are based on the quality of their work as indicated by written tests, recitation, laboratory assignments, class projects and homework/outside assignments. The grades are based on a 4.0 scale. The following are the meaning of grade notations:

Latter Grade	Interpretation	Numerical Value	Numerical Grade
A	Excellent	4.0	90.00-100%
B	Good	3.0	80.00-89.99%
C	Average	2.0	75.00-79.99% (For Nursing Classes) 70.00-79.00% (for General Education Classes)
D	Poor	1.0	65.00-69.00%
F	Failing	0.0	Up to 64.99%
AU	Audit		Not Computed
I	Incomplete		Not Computed
W	Withdrawal		Not Computed (Prior to 50% completion)
WF	Withdrawal past midpoint of course	0.0	
WM	Withdrawal Military duty		Not Computed
WNA	Withdrawal/No Attendance		Not Computed
P	Pass		Not Computed
T	Transfer Credit		Not Computer

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Scholastic Honors Policy

At Victory College of Nursing the Dean's List is published at the end of each semester, Fall, Winter and Summer. This list includes students who have completed an entire semester with a grade point average of 3.75 - 4.00. The Honor Roll is also published at the end of each semester, Fall, Winter and Summer. The lists show those students who have completed an entire semester with a grade point average of 3.50 - 3.74. A grade of "F" in any course hinders a student from being listed on the Dean's List or Honor Roll.

Incomplete Grades Policy

Faculty members must assign an incomplete grade "I" at the time of submission of final grades to students who have not completed the requirements of a course as set forth by the faculty. Incomplete grades are not used in compiling the cumulative grade average. Therefore, students with incomplete grades must make arrangements with the instructor within the first two weeks of the subsequent term to complete the necessary requirements for the course work to receive a grade. If the student does not complete this within the specified period time the course grade automatically turns to an "F" grade. When the course work is complete, the faculty must in turn submit a grade change to the office of the Program Director.

Policy for Repeating Courses

At Victory College of Nursing A student may repeat any course in which a letter grade of "D" or "F" has been earned for grade average purposes. The student's higher grade is then used in computation of a cumulative grade point average. A student cannot repeat a course more than two (2) times. It is the responsibility of the students who repeat a course for which they have received a letter grade of "D" or "F" to notify the Registrar's Office for recalculation of their CGPA. A student may not repeat a course in which a satisfactory letter grade of "A", "B", "C" has been earned for grade average purposes. A student cannot repeat courses for grade average purposes after he/she has graduated. All credits attempted are considered when calculating quantitative Satisfactory Academic Progress status.

NOTE: Veterans' Administration benefits and some Title IV funds may not cover the cost of repeating courses assigned a "D" grade. Such Students should contact the Financial Services Department for further details.

Policy for Repeating Core Courses

At Victory College of Nursing Students may repeat a course in which a letter grade of "D" or "F" has been earned to improve the grade point average. The higher grade is used in computing the student's cumulative grade point average. A student cannot repeat a course more than two times. It is the responsibility of the students who repeats a course for which they have received a letter grade of "D" or "F" to notify the Registrar's Office for recalculation of their CGPA. A student may not repeat a course in which a satisfactory letter grade of "A", "B", "C" has been earned for grade average purposes. A student cannot repeat courses for grade average purposes after he/she has graduated. All credits attempted are considered when calculating quantitative Satisfactory Academic Progress status. .

A core pre-requisite course in which a minimum grade of "C" is required (i.e., Anatomy and Physiology I & II) the student can only repeat this class one time if a letter grade of "D" has been earned. All credits attempted are considered when calculating Satisfactory Academic Progress.

The BSN, ADN and PN Nursing Programs, require a minimum letter grade of “B” in the Anatomy and Physiology I & II prerequisite courses. Therefore, A letter grade of “C” may be repeated only once.

NOTE: For the Nursing Program:

- 1) A minimum grade of “C”(75%) is required to pass ALL core Nursing courses in the Nursing programs. A grade of “D”, “F”, or “NP” is considered unsatisfactory and therefore non-passing. No more than two (2) core courses may be repeated in the Nursing program. Nursing students cannot advance in their programs with a grade of NP. Receiving an unsatisfactory or non-passing grade will affect the student’s progression to any course for which that course is a prerequisite.
- 2) Only one repetition of any core course may be attempted. A second failure of the same course will result in academic dismissal.
- 3) Failure of a second core course will result in dismissal from the program.
- 4) **Please note: A nursing student can only repeat any core nursing classes twice all through his/her nursing program. The third failure in any other nursing core classes is an automatic withdrawal from the Nursing program.**

SATISFACTORY ACCADEMIC PROGRESS (SAP)

Satisfactory Academic Progress:

At Victory College of Nursing, The total Credit hours for the BSN is 120, ASN 72, and the PN 1350 clock hours.

Satisfactory progress is evaluated every semester (two months) throughout the program.

- The student is required to make qualitative and quantitative progress toward program completion.
- Qualitative Measurement: GPA and other comparable assessments measured against a norm) Student must have a “C” or its equivalent and have an academic standing consistent with the institution's requirements for graduation.
- Quantitative measurement: the pace at which a student must progress to complete the program within the maximum timeframe. Maximum Timeframe to complete the program no more than 150% of the published length of the academic program for undergraduate programs.

To be making satisfactory academic progress, a student must attend at least 85% of the scheduled class hours on a cumulative basis during each evaluation period.

- The student’s academic average is reviewed to determine qualitative and quantitative progress. The minimum required is 70% (for general educational courses and 75% for the core Nursing courses) at the conclusion of each evaluation period. Incomplete grades are not given, and students must repeat any classes in which they earn less than a 70% or 75 % average for the general education courses and or core nursing classes respectively.

Course work repeated may adversely affect a student's academic progress in terms of the maximum time frame. Students who withdraw from the program will receive a grade of 0% in each class interrupted by the withdrawal.

All interrupted classes must be repeated upon readmission to the institution. Warning If a student fails to meet the cumulative 85% attendance or 70% for the general education courses and core 75% for the core nursing classes grade average for any evaluation period, or both, he or she will be placed on warning for the next evaluation period.

The student is eligible for financial aid (if applicable) while on warning. Failure to achieve an 85% attendance or a 70% (for Gen. Educational courses or 75% for core Nursing courses) grade average, or both, at the end of the warning period will result in the administrative withdrawal of the student.

Non-financial Aid students will be put on probation for two semesters. Failure to achieve an 85% attendance or a 70% (for Gen. Educational courses or 75% for core Nursing courses) grade average, or both, at the end of the two semesters probationary period will result in the administrative withdrawal of the student.

Students will be notified in writing when they are placed on warning or probation and the steps

Students will also receive attendance or academic counseling, from the School Director, as appropriate, when they are placed on warning or probation. The institution will notify a student by email if he or she is being administratively withdrawn for unsatisfactory academic progress. Appeal Process The student may submit a written appeal of his/her dismissal within five calendar days of their receipt of the dismissal notice. The appeal must be accompanied by documentation of the mitigating circumstances that have prevented the student from attaining satisfactory academic progress and evidence that changes have occurred to allow the student to now meet standards of satisfactory academic progress.

Only extraordinary circumstances will be considered, such as death or severe illness in the immediate family.

Before an appeal may be granted, a written academic plan must be provided to the student which clearly identifies a viable plan for the student to successfully complete the program within the maximum timeframe allowed.

The School Director will assess all appeals, and determine whether the student may be permitted to continue in school on a probationary status, despite not meeting the satisfactory progress requirements. The student will be sent the written decision within ten days of the Institute's receipt of the appeal. The decision of the School Director is final.

Students reinstated upon appeal are on a probationary status for the next evaluation period, during which time they must meet the terms and conditions set out in the School Director's letter granting the appeal. At the end of the evaluation period, and at the end of every evaluation period thereafter, the student's academic status will be reviewed.

The student may continue on probation as long as he or she meets the terms of the academic plan approved at the time the student's appeal was granted, until such time as satisfactory academic progress status is regained based on the approved plan.

The student reinstated after dismissal and appeal is not eligible for financial aid until he or she regains satisfactory progress status by meeting the minimum SAP standards. Maximum Time Frame All program requirements must be completed within a maximum time frame of 1.5 times the normal program length, as measured in calendar time. . Time spent on an approved leave of absence is not counted against the maximum time frame.

Students exceeding the maximum time frame will be administratively withdrawn. Transfer and Readmitted Students Transfer students from outside the institution will be evaluated qualitatively only on the work completed while at the Institute.

The maximum time frame is reduced for transfer students, based upon the remaining length of the program in which they enroll. If the student transfers half of the total credit hours or clock hours required for the program of choice.

Reinstatement of Financial Aid A student's Title IV aid eligibility will be reinstated if the student prevails upon appeal, or regains satisfactory academic progress status by meeting the qualitative and quantitative requirements.

Grade Penalty

A student who totally withdraws from the College or is dismissed by the College, the last day of physical attendance determines whether or not grades are recorded for that semester. If the last date of attendance is within the first half of the course (through week 3 or 4 as the case may be), a grade of "W" is earned. If the last day of attendance occurs within the last half of the course (after week 3 or 4), a grade of "F" will be assigned to each requirement that is not completed and averaged in with the grades earned for completed work.

Grade Forgiveness Policy

Victory College of Nursing maintains that undergraduate students may use grade forgiveness up to three times prior to the conferral of the degree, as students' grades cannot be changed after a degree has been conferred. The grade forgiveness policy allows a student to repeat a limited number of courses to improve his or her grade point average (CGPA). Please note, that this forgiveness policy cannot be used for core nursing classes or for a pass/fail courses. This policy only works for courses taken at Victory College of Nursing and repeated at Victory College of Nursing. Eligible students must complete the Forgiveness Request Form and submit to the Registrar's office prior to repeating the course. Once the request is approved by the Dean of Academic Affairs and/or program Director the Registrar will update the student's schedule. Although, all grades will appear on a student's transcript, only the higher grade will be used to calculate the students' cumulative grade point average.

The grade forgiveness policy does not alter any previous academic action. i.e. a student's probation or disqualification status will not be removed from the student's records for the semester in which the student originally took the course.

In some instances, a different but similar course may be used to replace a forgiven course. In such event, the Dean of Academic Affairs must seek prior approval from the President for a substitute course to be utilized.

In the event a student withdraws from a first retake repeated under the grade forgiveness policy, this attempt will not be counted, and the original grade of the student will not be replaced with the "W" received in the repeat attempt.

While the institutional policy will permit students to retake the course for a third time, in such case, it will be the responsibility of the student to pay any tuition costs associated with the third retake. It is important to know that retaken classes may count against satisfactory academic progress.

Independent/Directed Study

It is important to know that there will be no independent/directed study format. The students will be taught on-grounds, hybrid, or clinical with supervision.

Grade Levels

Freshman, Grade Level 1	0 to 24 semester credits
Sophomore, Grade Level 2	25 to 60 semester credits
Junior, Grade Level 3	61 to 90 semester credits
Senior, Grade Level 4	91 to 120 semester credits

Academic Year

An academic year is a total of two semester's equivalent to 32 weeks of instruction and at least 24 semester hours.

Standardized Testing Requirements

At Victory College of Nursing students are required to take standardized testing (exit exams) before graduation. The purpose of this standardized testing is to increase the students' chances of passing NCLEX and to ensure the effectiveness of the College's educational programs.

All Victory College of Nursing students in Associate of Science and Bachelor of Science and practical nursing programs are required to take the Exit Examination and obtain the required passing scores before the completion of the program. The students are notified when they are

eligible to complete the examination. Failure to pass this assessment examination may delay progression to graduation.

Registry and Licensure Examinations

Victory College of Nursing policy expects that students in programs that require a National or State licensure and/or registry examination(s) must register for such examination(s) as a condition of graduation from the College.

The students are assessed a fee for such examination(s).

The Program Director submits the required paperwork of the students in advance for each graduating class. Graduating students are required to register for the examination(s) within 30 days of program completion and sit for the examination within 60 days. For program that has multiple examinations, the student must complete the first examination in 60 days and the second part within 90 days of their program completion.

PROGRAMS OFFERED

Fort Lauderdale	BS	Nursing
	AS	Nursing
	PN	Practical Nursing

NURSING PROGRAMS INFORMATION

The Nursing Programs will prepare its graduates to practice professional nursing in variety of healthcare settings as adaptive leaders with excellent knowledge and skills, judgment, understanding, integrity and professional attitude necessary to provide patient-centered, compassionate, culturally competent nursing care to families, groups, communities and populations in collaboration with other leaders of interdisciplinary healthcare team, using current evidence based knowledge related to wellness, health promotion, illness and disease management to optimize health care outcomes. The classes can be taken on-campus and hybrid. Upon successful completion of the program, the graduates are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN) and Practical Nurses, will take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Upon successful passing of the exam the individual graduates will be able to seek employment in the field of nursing.

NURSING—BACHELOR OF SCIENCE (BS) PROGRAM

Program Description

Victory College of Nursing' Bachelor of Science in Nursing program will empower its students with the knowledge and leadership skills, who will be culturally competent in their delivery of health care services using a holistic approach and best evidence to optimize health outcomes for individuals, families, communities and the nations, in diverse health care settings in collaboration with other multidisciplinary health care professionals.

The Bachelor of Science in Nursing is designed to prepare its graduates to practice professional nursing in variety of healthcare settings as adaptive leaders with the necessary knowledge and skills, judgment, understanding, integrity and professional attitude necessary to provide patient-centered, compassionate, culturally competent nursing care to families, groups, communities and populations in collaboration with other leaders of interdisciplinary healthcare team, using current evidence based knowledge related to wellness, health promotion, illness and disease management to optimize health care outcomes.

The BSN program incorporates with pre-licensure BSN and advance- licensure RN-BSN. It will also incorporate the Accelerated BSN which is designed for graduates with prior bachelor's degree or higher degrees in other fields of study, as well as the FastTrack BSN which is designed for students who have acquired prior college credits that may have already met the general education requirements of the program.

The BSN program focuses on building nursing skills and competencies using technology-based learning.

The RN to BSN program builds on the foundation of prior nursing education at the associate degree or diploma levels.

The Bachelor of Science in nursing program also expands on the knowledge in areas of leadership, research, theory, healthcare policy, community concepts, therapeutic interventions, and current trends in healthcare. The graduates are prepared to function in new roles as members of the interdisciplinary healthcare team in diverse settings, including roles in school health, community, occupational, and other non-acute care settings.

Upon successful completion of the program, the graduates are eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Upon successful passing of the exam the individual graduates will be able to seek employment in the field of nursing

Prospective students or applicants should discuss with a nursing counselor which BSN program is best suitable for them.

Traditional BS Program:

- This program is for students beginning their first program of study in professional nursing.
- The program length is Eight semesters of Eight weeks per semester
- Fall/Spring/Summer, with year-round schedule.
- Can be taken hybrid or on-campus.

FastTrack BS and Accelerated BS Program:

The FastTrack BSN is designed for students who have acquired prior college credits that may have already met the general education requirements of the program.

- Eligible students for this program must have 60 college credits
- Six semesters of 8 weeks (18 Months) for nursing core courses after all prerequisites have been completed, with year-round schedule.

Accelerated BSN

- This program is designed for students with a previous bachelor's or graduate degree
- Six semesters of 8 weeks (18 months) for nursing core courses after all prerequisites have been completed.
- Both can be take on-campus
-

RN to BSN:

- This program is for licensed RNs
- Can be taken hybrid or on-campus
- Four semesters of 8 weeks, 12 months
- The length of this program is approximately 12 months, and this may vary if a student transfer in credits). A total of 120 credit hours is required for the degree.
- Previous General Education Courses (33.0 credit hours)
- Advanced Placement Credit for RN Licensure (42.0 credit courses)
- Elective General Education Courses (9.0 credit hours)
- General Education Elective 3.0 credit hours
- Upper Division Nursing Major Courses (36.0 credit hours)

Program Objectives:

Students who graduate from the program are expected to:

- 1 Exhibit professional nursing values and behavior in all activities.
- 2 Ability to synthesize empirical and theoretical knowledge from nursing, other arts, sciences, and humanities for higher order problem solving, which include making clinical decisions/judgments using reflection, critical thinking, and problem-solving skills base on best evidence.
- 3 Demonstrate excellent leadership skills and abilities in the role of a professional nurse.
- 4 Provide culturally competent and congruent nursing care to individuals, families, and groups within diverse health care settings using best evidence-based practice.
- 5 Provide professional nursing care to promote health, reduce risk, and manage/prevent illness and disease for individuals, groups, and diverse populations.
- 6 Ability to use information and health care technologies to optimize patient care.
- 7 Exhibit the professional roles of care provider, care coordinator, work as a member of an interdisciplinary health care team and lifelong learner.

Program Outlines and Entrance Requirements

All applicants must meet the eligibility and requirements to be accepted into the Nursing program.

Qualified students are admitted to the Nursing Program based on the policy and procedure of Victory College of Nursing program.

- A completed application forms
- A composite score of 65% or higher on the TEAS current version, and or HESI with a composite score of 65%, or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts.
- Students holding a baccalaureate (with a 3.0 cumulative GPA or higher) or higher degree are exempted from taking the TEAS or HESI entrance exam.
- Interview with the nursing program director or designated counsellor
- A satisfactory background check upon enrollment and prior to the start of nursing major.
- Satisfactory drug screening and completion of ALL required health screening (immunizations).
- Background check for all incoming students

Advancement to the nursing major of BS program is contingent on the following:

- A composite score of 65% or higher on *current version of the* Test of Essential Academic Skills (TEAS) nursing entrance examination, or Health Education System Incorporated (HESI)

with a composite score of 65%, or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts.

- Students holding a baccalaureate degree (with a 2.7 cumulative GPA or higher) or hold a higher degree are exempted from taking the TEAS or HESI examination
- Minimum grade of “B” for pre-requisite courses: Human Anatomy/ Physiology I and II (BSC185C and BSC186C)
- Minimum grade of “C” for pre-requisite courses: Microbiology (MCB200C), Intermediate Algebra (MAT133), Life Span Development (DEP204), and general education courses
- Minimum cumulative 2.7 GPA (based on completion of pre-requisite courses, English Composition I (ENC101) and one additional general education course)
- Good academic and non-academic standing.

For Students to receive a bachelor’s degree of science in nursing at Victory College of Nursing, students must earn a minimum of 120 semester credit hours. The 120 credit hours must also include a minimum of 40 credit hours of general education courses with a minimum of 60 credit hours of designated major courses. Remaining credit hours are drawn from either general education or major courses, as well as complete all required courses in the program.

- Complete all degree requirements with a cumulative grade average of 2.5 or higher.
- Complete the final 25% of the program through Victory College of Nursing.
- Complete all financial obligations to the College
- Complete all required exit paperwork
- Complete the standardized testing examination.
- Complete an application with the Student Services office for degree on or before the published date during the last semester of study. The degree will not be awarded unless the application is completed.

Prerequisites for Major Courses

Pre-licensure BSN programs

- Personal interview with the nursing program Director or Dean of Academic Affairs
- Required health and immunizations screening
- 2.7 average GPA for general education/prerequisite courses with a minimum grade of “C”
- “C” grade or better in the following prerequisite courses:
BSC185C* Human Anatomy & Physiology I
BSC186C* Human Anatomy & Physiology II
CHM204C* General Chemistry I
CHM204L* General Chemistry Lab
MCB200C Microbiology I
DEP204 Human Growth and Development
STA223* Application of Statistical methods

Traditional BSN Program

- An Acceptable background check and drug screen test
- High school GPA of 2.7 or higher OR
- Either a TEAS composite score of 65% or higher or HESI score of 65% or higher.
- or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts

FastTrack and Accelerated BSN Program

The following are acceptable

- An Acceptable background check and drug screen
 - A total of 60 or more credits hours—from one or more accredited colleges or universities, with a GPA of 2.7 or better OR
 - Either a TEAS composite score of 60% or higher or HESI score of 65% or higher.
 - or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts
 - Additional general education classes and prerequisites may be required based on review
- For the accelerated BS program:
- The applicant must have bachelor's or graduate degree in a non-nursing discipline with a CGPA of 2.7 on a 4.0 scale, or the 3.0 CGPA in the last 60 credits of their degree
 - An acceptable background check and drug screen test

RN to BSN

This program is for licensed RNs. Can be taken hybrid or on-campus

Four semesters of 8 weeks, 12 months

The following are acceptable

- The applicant must be a graduate of either an associate degree of nursing program, or a diploma in nursing
- Have been awarded a registered nursing license in the state of residence.
- Shows proof of current, active, and non-restricted professional licensure in the United States.

The length of this program is approximately 12 months, and this may vary if a student transfer in credits). A total of 120 credit hours are required for the degree.

Previous General Education Courses (33.0 credit hours)

Advanced Placement Credit for RN Licensure (42.0 credit courses)

Elective General Education Courses (9.0 credit hours)

General Education Elective 3.0 credit hours

Upper Division Nursing Major Courses (36.0 credit hours)

Traditional BSN Program (120.0 credit hours)

The students must complete minimum of 120 credit hours as described below, to receive a Bachelor of Science degree in Nursing, The schedule for this program is year round offered during the Fall/Spring and Summer The length of this program is approximately 24 months and this will vary if a student transfers in credits. Students must maintain a cumulative GPA of 2.7 or higher to proceed successfully through the program.

REQUIREMENTS FOR DEGREE

Additional Requirements for Bachelor of Science Nursing

For Students to receive a bachelor's degree of science in nursing at Victory College of Nursing, students must earn a minimum of 120 semester credit hours. The 120 credit hours must also include a minimum of 40 credit hours of general education courses with a minimum of 60 credit hours of designated major courses. Remaining credit hours are drawn from either general education or major courses, as well as complete all required courses in the program.

- Complete all degree requirements with a cumulative grade average of 2.7 or higher.
- Complete the final 25% of the program through Victory College of Nursing.

- Complete all financial obligations to the College
- Complete all required exit paperwork
- Complete the standardized testing examination
- Complete an application with the Student Services office for degree on or before the published date during the last semester of study. The degree will not be awarded unless the application is completed.

Nursing- (BS) Program Curriculum

General Education Requirements (40.0 credit hours)

ENC101* English Composition I 3.0 credit hours

CHM204C* General Chemistry I 3.0 credit hours

CHM204L* General Chemistry Lab 1.0 credit hours

MAC205* College Algebra 3.0 credit hours

BSC185* Human Anatomy & Physiology I 4.0 credit hours

PSY112* Introduction to Psychology 3.0 credit hours

ENC102* English Composition II 3.0 credit hours

MCB200* Microbiology 4.0 credit hours

HST 110* American History 3.0 credit hours or AML100 American Literature American History 3.0 credit hours

BSC186* Human Anatomy & Physiology II 4.0 credit hours

DEV204* Human Growth and Development 3.0 credit hours

STA223* Application of Statistical Methods 3.0 credit hours

SCI 135* Nutrition (3.0 credit hours)

Nursing Major Requirements (80.0 credit hours)

NUR201 Essentials of Professional Nursing I & II 2.0 credit hours

NUR329 Pathophysiology BSN 4.0 credit hours

NUR265 Physical Health Assessment 3.0 credit hours

NUR243 Clinical Decision Making in Evidence Based Practice 2.0 credit hours

NUR102C Fundamentals of Nursing 8.0 credit hours

NUR240 Nursing Pharmacology (BSN) 4.0 credit hours

NUR283 Quality and Safety in Healthcare 2.0 credit hours

NUR121C Medical Surgical Nursing I 8.0 credit hours

NUR307 Community Health Promotion & Disease Prevention 3.0 credit hours

NUR389 Nursing Ethical and Legal Issues in Healthcare 3.0 credit hours

NUR242 Maternity & Newborn Nursing Care 4.0 credit hours BSN

NUR342C Pediatric Nursing Care 4.0 credit hours BSN

NUR365 Nursing Research for Evidence-Based Practice 3.0 credit hours

NUR387 Information Technology & Healthcare 3.0 credit hours

NUR230C Medical Surgical Nursing II 8.0 credit hours

NUR355C Mental Health Nursing 3.0 credit hours

NUR418 Public Policy and Risk Management in Nursing 3.0 credit hours

NUR476 Advanced Medical Surgical & Geriatric Nursing 4.0 credit hours

NUR488 Nursing Leadership in Healthcare 3.0 credit hours

NUR281C Nursing Roles & NCLEX Review 3.0 credit hours

BSN Curriculum Description

General Education Requirements (40.0 credit hours)

ENC101* English Composition I * (3 credit hours) (Hybrid, online, on-campus)

This course is designed to develop and improve students writing skills and processes required for academic and professional writing to achieve career goals. The various topics and assignments will emphasize on the understanding and application of writing as a process from invention, planning, drafting, revision, editing to the final product. The students will review grammar, well develop paragraphs and use the knowledge to compose academic essays, and research papers. The ability to write appropriately for various task and audiences will be highlighted. The students will review professional essays as a model, as well as evaluate and analyze the writing strategies used by others. Prerequisite: ENC 001* or demonstration of proficiency in Basic English (3.0 credit hours).

ENC102* English Composition II *(3.0 credit hours) (Hybrid, online, on-campus)

This course is a continuation of ENC101*. It further helps the students develop skills in essay writing technics, expository and persuasive writing, basic research and documentation methods, critical thinking skills, and critical evaluation. The writing process will be used to develop logical and ethical arguments and observe appropriate writing and documentation conventions. The course and assignments will also touch on strategies to identify main ideas, locating primary and secondary sources in variety of media and be able to evaluate and analyze the sources for validity, credibility, and which source is most suitable and appropriate for a particular writing task. Prerequisite: ENC101*

CHM204C* General Chemistry* (3.0 credit hours) (Hybrid, online, on-campus)

This course deals with the Introduction of chemical concepts, principles and applications. Focusing on chemical bonding, states of matter, atomic structure, solutions, acids and bases, reaction rates and equilibrium, it will also introduce organic chemistry.

CHM204L* General Chemistry Lab* (1.0 credit hours) (on-campus)

The laboratory experience will introduce the students to a hands-on practical application of principles and concepts presented in CHM205C* (General Chemistry).

MAC205* College Algebra* (3.0 credit hours) ((Hybrid, online, on-campus)

This course will examine algebraic applications and problem-solving skills and prepares the students to be able to formulates, use and interpret mathematical models. Topics will include the algebra of radical expressions, properties of exponential, logarithm, combination of functions, direct inversion, joint variations, absolute value equation, complex numbers, real numbers, linear and quadratic equations, graphing of equations and inequalities, cubic, and radical functions. Students will be able to solve mathematical problems using appropriate words, symbols, tables, and/or graphs as well as apply mathematical principles to real world situations including scientific models and theories. Prerequisite: MAT103*

BSC185* Human Anatomy & Physiology I* (4.0 credits) (Hybrid, online, on-campus)

This course is Part I of a two-part comprehensive course

This course will present the interrelationship of each body system. It will also show an integrated approach to human anatomy and physiology, microbiology, and pathology. Including It basic cell structure, function chemistry, and cell physiology, metabolism, tissues, and integumentary,

skeletal, muscular and nervous systems as it relates to health sciences. Other topics will also include medical terminology. The laboratory component of this course provides students with hands on experiences with microscopic observation, experimentation, study of anatomical models and dissection.

BSC186* Human Anatomy & Physiology II * (4.0 credit hours) (Hybrid, online, on-campus)

This course is a continuation of BSC 2085* (Human Anatomy and Physiology I). Topics includes endocrine, digestive, immune, circulatory, lymphatic, urinary and nervous systems. Other areas that will be covered include fluid and electrolyte balance, acid-base balance, nutrition and metabolism, blood and sense organs. The laboratory component of this course provides students with hands on experiences with microscopic observation, experimentation, study of anatomical models and dissection.

PSY112* Introduction to Psychology* (3.0 credit hours) (Hybrid, online, on-campus)

This course introduces the value of understanding human and animal behavior, psychological research methods, and provides an overview of the current body of knowledge and methods of the science of psychology. Topics will include the life-span development, states of consciousness, historical foundations of psychology, psychological science, learning and behavior change, memory, cognition, stress and health, emotions, motivation, personality, psychological disorders, and social behavior and culture. This course will also guide students in building better self-awareness through the fundamental psychological theories. Students are encouraged to use critical thinking strategies all through the course in discussion of psychological theories and concepts. The knowledge students derived from this course, will better equipped them to explore the mental, emotional, social, physical, and psychological processes of life and career using principles and theories that shape the field of psychology.

HST110 or AML100* American History Or American Literature 3.0 credit hours (Hybrid, online, on-campus)

This course introduces the students to American literature and explores select American authors and literary text. Additionally, course introduces the students to American History or American Government and explores leaders and leadership. Topics will include social forces and historical background of American and American Government.

MCB200* Microbiology* (4.0 credit hours) (Hybrid, online, on-campus)

This course is designed to introduce the students to pathogens and the diseases they cause. Topics to be covered include morphology, behavior, characteristics, activities of common microorganisms and techniques of identification, staining, culturing, counting and isolating microorganisms.

The Laboratory experience provides the students with a hands-on application of the contents in (MCB 200C*).

DEP204* Human Growth and Development * (3.0 credit hours) (Hybrid, online, on-campus)

This course will explore human development across the life span and examines theories and empirical studies that deals with human cognitive, emotional, social and physical development as it relates to human development across the lifespan. The focus will also be for the students to understand and respond to the needs and concerns of individuals from various cultures

throughout the lifespan while applying theories and research that advance human developmental science.

STA223* Application of Statistical Methods * (3.0 credit hours) (Hybrid, online, on-campus)

This course introduces the students to statistics. Topics to be covered include statistical methods, data collection, grouping and presentation, measures of central tendency and dispersion, organization of data, probability, normal distributions, correlation and regression, estimation, hypothesis testing, and contingency table analysis. Prerequisite: MAT103*.

SCI 135* Nutrition* (4.0 credit hours) (Hybrid, online, on-campus)

This course focuses on the importance of nutrition, proper nutrition and weight management practices. Topics include the nature and role of carbohydrates, proteins, lipids, water, vitamins, and minerals in the human body. The different dietary guidelines and nutritional needs associated with the life cycle and health will be discussed. Ideal body weight; body fat percentages, lean body weight, metabolic calculations, menus and healthy eating habits.

This course will also present nutritional therapy for various conditions and disorders.

Nursing Major Requirements (80.0 credit hours)

NUR201 Essentials of Professional Nursing Practice I & II (2.0 credit hour) BSN (on-campus)

This is course focuses on introducing the students to the profession of nursing, with the nursing program's core value, conceptual framework, requirements for degree completion and the student learning outcomes, including helpful information on effective ways of studying and test taking skills in nursing.

The part two of this is a continuation of professional Nursing I and focuses on core concepts as it relates to nursing roles, including student nurse, advanced practice nursing, and nursing specialties. Content in health teaching and counseling will be covered. Other topics that will be examined include professional practice standard, collaborative skills, professional organizations, governing bodies, and essential competencies associated with professional nursing. Prerequisite: completion of all general educational courses

NUR329 Pathophysiology (4.0 credit hours) RN-BSN, BSN (on-campus)

This course will provide a foundation in pathophysiology of the human body, with focus on the understanding of pathophysiology of human illness as an alteration in the normal physiologic functioning of subsystem of the body from conception and across the lifespan. Topics will also include major signs and symptoms of a variety of diseases across the body systems. Content in health teaching and counseling will be covered. And upon successful completion of the course students will be able to use clinical reasoning skills to analyze and correlate diverse signs and symptoms with disease processes and apply that in nursing care process.

NUR265 Physical Health Assessment (3.0 credit hours) RN-BSN, BSN (on-campus)

This course provides a foundation in physical assessment. It also provides the necessary knowledge and skills needed to accurately assess the health status of clients. Topics will include complete physical assessment, communication skills, and how to identify health conditions.

Focus will also include how to assess major signs and symptoms of a variety of diseases across the body systems in children, adolescents, adult men and female. The effects of cultural and sociological influences will also be examined. Content in health teaching and counseling will be

covered. Upon successful completion of this course, students will be able to use clinical reasoning skills to accurately assess and correlates physical findings with common disease processes. Co-requisite: NUR243 Clinical Decision Making in Evidence Based Practice.

NUR243 Clinical Decision Making in Evidence Based Practice (2.0 credit hours) BSN (on-campus)

This course focuses on how to use history and physical assessment data to develop an evidence-based, culturally competent individualized patient-centered nursing care plan. Content in health teaching and counseling will be covered. Upon successful completion of this course students will be able to competently assess, implement and evaluate patients to optimize health care outcomes. Co-requisite: NUR265 Physical Assessment in Healthcare

NUR102C Fundamental of Nursing (8.0 credit hours) BSN (on-campus)

This course introduce students to the principles, theories and concepts that provide the foundation for nursing practice. Including the history and standards of nursing practice, nursing process and critical thinking skills needed in nursing practice. The students will learn the application of the nursing process in the delivery of professional nursing care in diverse healthcare settings. The application and implementation of basic nursing skills in nursing care with emphases on safety and quality of care will be imparted. Other topics covered include the principles of asepsis and infection control. The application and demonstration of basic nursing skills such as health history and physical assessment techniques and other nursing skills will occur in the laboratory setting and in the clinical settings, in ambulatory and or long-term care settings. The importance of nutrition; proper nutrition, weight management practices and the different dietary guidelines as well as nutritional needs associated with the life cycle and health will be discussed. Prerequisites include general education classes, corequisites...NUR240

NUR240 Nursing Pharmacology (4.0 credit hours) RN-BSN, BSN (on-campus)

This course focuses on the essential concepts and guilds upon principles necessary for safe and sound judgement in the administration of chemical agents. Students will acquire the knowledge and skills necessary for safe and accurate medication administration. Other topics to be examined include pharmacodynamics, pharmacokinetics pharmacotherapeutics and critical thinking skills necessary for safe dosage calculation and medication administration. Content in health teaching and counseling will also be covered. Upon successful completion of this course, students will understand the essential concept and principles of safe medication administration and use of chemical agents.

NUR283 Quality & Safety in Healthcare (2.0 credit hours) BSN (on-campus)

This course focuses on the principles and skills necessary for the delivery of safe and quality health care services to promote and optimize healthcare outcomes. Topics and materials such as Quality Safety Education for Nursing; Interprofessional Education Collaborative, the Institute of Medicine (IOM) and Quality Chasm series etc. are incorporated to enable students develop quality and safety competencies as members of the interprofessional healthcare team. Content in health teaching and counseling will be covered. Upon successful completion of this course students will be able to apply the principles and skills to promote quality and safety to optimize healthcare outcomes.

NUR 121C Medical Surgical Nursing I (8.0 credit hours) BSN (on-campus)

This course focuses on the use of the nursing process in meeting the needs of medical-surgical patients and families of adults with acute or chronic illnesses, including HIV/AIDs and other

sexually transmitted diseases. It focuses on diverse adult and elderly acute care populations experiencing physiologic and psychological illnesses and diverse conditions that have significant effect on quality of life.

Topics will include continuation of dosage calculations, the pathophysiology of diseases and the individual patient responses and adaptation. The students will acquire physical assessment skills and learn problem identification

and planning while providing implementation of comprehensive nursing care.

The course will also help the students to focus on setting priorities, planning, utilize clinical decision-making skills and nursing evidence to prioritize, communicating and providing care for medical-surgical patients with multiple physiological and psychosocial needs in diverse health care settings. Coordinating with members of interdisciplinary team, students will be able to identify quality improvement processes that enhance patients' outcomes. The students will also acquire the necessary health teaching and counseling skills that are needed when caring for medical surgical patients. The importance, roles and nature of proper nutrition will be covered including weight management practices and the different nutritional needs associated with the life cycle and health will be discussed.

Learning opportunities for this course will be in classroom and supervised clinical experiences in ambulatory/acute care settings. Prerequisites will include NUR102C & NUR240.

NUR307 Community Health Promotion, Disease & Prevention (3.0 credit hours) (on-campus)

This course uses evidenced-based outcomes to prioritize primary health promotions, prevention, risk reduction and disease management in diverse population in health care settings and in communities. The recommendations of CDC, WHO, NIH etc. as it relates to health promotion, disease prevention and health maintenance will be explored. Content covers include levels of prevention, promotion, epidemiology, venerable populations, population genomics, social determinants of health, emergency preparedness and disaster, and triage, as well as population health beliefs, individual responses to health and illness, diverse health practices in multicultural society and environmental issues. Content in health teaching and counseling will be covered. The nursing process and the roles of nurses will be introduced as it applies to promoting wellness and health maintenance in public health, as well as health events, screening, surveillances, investigation and interventions etc.

NUR389 Nursing Ethical & Legal Issues in Healthcare (3.0 credit hours) BSN (on-campus)

The course introduces contemporary bioethical and legal issues confronting healthcare providers in diverse healthcare settings. Topics are focused on ethics for health care delivery team members and on the identification of legal and ethical principles as it relates to decision-making process in nursing and healthcare. Content in health teaching and counseling will be covered. The course will also include AIDS/H IV Awareness Training and HIPAA Training.

NUR242 Maternity & Newborn Nursing Care 4.0 credit hours BSN (on Campus)

This course introduces the students to the principles and concepts of maternity nursing care for the childbearing individuals with families in multicultural society. Students will explore common problems associated with the health of mother, newborn and family. Dosage calculations related to maternity care are emphasized. With emphasizes on health promotion, protection, and restoration. The course provides students with additional opportunities to develop more advanced nursing skills and

explore various roles of nursing that will further expand their clinical reasoning, evidence-based practice and the nursing process. Content in health teaching and counseling will be covered.

Nursing skills and concepts presented in previous courses are integrated here with emphases on developmental theories related to the care of children and families.

Students will also use clinical decision-making skill to explore best practices that can enhance the patient's plan of care as well as learn to apply health teaching and counseling concepts and principles to identify needs of the childbearing family with considering diverse cultural backgrounds. Legal aspects of practice governing maternal/newborn nursing practice will also be examined. Learning opportunities for this course include classroom and supervised clinical settings in hospitals, as well as outpatient care centers.

NUR342C Pediatric Nursing Care*4.0 credit hours BSN (on Campus)

This course introduces the students to the principles and concepts of pediatric nursing care for children and families with diverse cultural backgrounds, while exploring complex illnesses both acute and chronic health conditions that affects pediatric patients. Nursing skills and concepts presented in previous courses are integrated here with emphases on developmental theories related to the care of children and families. With emphasizes on health promotion, protection, and restoration. The course provides students with additional opportunities to develop more advanced nursing skills and explore various roles of nursing that will further expand their clinical reasoning, evidence-based practice and the nursing process.

Emphases are on dosage calculations related to pediatric patients. Students also use clinical decision making to explore best practices that can enhance the patient's plan of care as well as learn to apply health teaching and counseling concepts and principles to identify needs of the pediatric patients and family with consideration of their diverse cultural backgrounds. Legal aspects of practice governing maternal/newborn nursing practice will also be examined. Learning opportunities for this course include classroom and supervised clinical settings may in community health centers, inpatients and outpatients care centers. hospitals, as well as pediatrics programs in outpatients/inpatients care centers.

NUR365 Nursing Research for Evidence-Based Practice (3.0 credit hours) RN-BSN, BSN (on-campus)

This course covers the essential principles and history of nursing research, processes, theory and methodology. Topics examine includes research analysis methods and appraisal of research literature for application to practice, relationship between theory and developing research. Content in health teaching and counseling will be covered. Emphasis is on the development of critical skills in locating and critiquing nursing research focusing on evidence-based practice outcomes.

NUR387 Information Technology & Healthcare (3.0 credit hours) RN-BSN, BSN (on-campus)

This course examines the information management related to patient care technology. It introduces various analysis and application of information systems as it relates to health care settings. Students will develop knowledge of current computer software, hardware, databases, data collection and acquisitions, data representation and communication technologies relevant to healthcare, research, nursing education and nursing knowledge presentation. Relevant Ethical, social and legal issues will be addressed. Content in health teaching and counseling will be covered. The student will also examine and be able to utilize computerized patient records and medical equipment.

NUR230C Medical Surgical Nursing II (8.0 credit hours) BSN (on-campus)

This course is a continuation of the basic introduction to concepts of Medical Surgical Nursing I. It further expands on the use of the nursing process in caring for medical-surgical patients with complex, multiple physiological and psychosocial needs from adulthood through geriatrics. Dosage calculation is also emphasized. Emphases is also on building on the advance nursing skills and concepts related to medical-surgical and mental health nursing using nursing process. The students further develop and acquire necessary therapeutic responses and communication skills in providing nursing care to mental health patients. Students will be able to utilize clinical decision-making skills and nursing evidence to prioritize, communication, plans and manage care for medical-surgical patients in diverse health care settings. Coordinating with members of interdisciplinary team, students will be able to identify quality improvement processes that enhance patients' outcomes. The students will acquire the necessary health teaching and counseling skills that are needed when caring for medical surgical patients. The importance, roles and nature of proper nutrition will be covered including weight management practices and the different nutritional needs associated with the life cycle and health will be discussed Learning opportunities for this course include classroom and supervised clinical settings in community health centers, and general/acute care centers. Prerequisite: NUR121C

NUR355C Mental Health Nursing (3.0 credits hours) BSN (on-campus)

This course examines and introduces the students to the principles and standard of practice applicable for the care of individuals and families with both acute and chronic mental health alterations in nursing. Legal, cultural and ethical aspects of mental health nursing practice including ways of minimizing risk will be examined. Content in health teaching and counseling will be covered. Students will learn the behavioral and biological concepts as well as practice the necessary therapeutics communication skills to establish and maintain therapeutic relationships with patients and families. The course will focus on utilizing critical thinking skills, nursing process and current evidenced-based guidelines to effectively stabilize, maintain and help meet the needs of individuals and families having difficulty coping and adapting to their life experiences. Contents of this course will be taught in classroom and supervised clinical experiences. Upon successful completion of this course, students will be able to apply the nursing process with emphasis on clinical reasoning to promote patient mental health.

NUR418 Public Policy & Risk Management in Nursing (3.0 credit hours) RN-BSN, BSN (on-campus)

This course examines current health policy issues and the effects on nursing healthcare delivery and patients. Content in health teaching and counseling will be covered. Students will explore the social-political effects on professional regulations and health policies as well as the roles government plays in financing and maintain quality healthcare. Content in health teaching and counseling will also be covered. Other topics includes, risk management and reduction in patients, and in healthcare system.

NUR476 Advanced Medical Surgical & Geriatric Nursing (4.0 credit hours) BSN (on-campus)

This course is a continuation of prior nursing concepts care classes. It deals with nursing care management of patients with chronic and complex physiological and psychological health conditions, with emphases on access to care and health care resources availability. Contents will be presented in classroom, laboratory, and in supervised clinical experiences where students will be working with other interdisciplinary healthcare team in diverse health care

settings; including; long term care facilities, acute care, substance abuse/mental health settings and hospice. Content in health teaching and counseling will be covered. The course provides students with additional opportunities to develop more advanced nursing skills as a leader of the interdisciplinary care management team and explore various roles of nursing that will further expand their clinical reasoning, evidence-based practice and the nursing process. Prerequisite: NUR377

NUR281C Nursing Roles & NCLEX Review (3.0 credit hours) BSN (on-campus)

This course focuses on knowledge, information and excellent skills the students need for effective transition from the student role to that of a professional nursing role in diverse health care settings. This course also provides the opportunity for the students to synthesize nursing theories, concepts, and principles from previous courses into the concept of the professional nurse. Students will learn the roles of the professional nurse with emphasis on leadership, delegation and management roles, prioritization, collaboration, legal responsibilities and supporting principles in ethical decision making.

The course provides the students with opportunity to review NCLEX questions and test taking strategies. Students will also be required to take exist examination in preparation for the NCLEX exams. Emphasis is placed on quality improvement and excellent nursing skills that will enable the students excel as professional leaders and communicators with increase ability to plan and manage groups of individuals in diverse health care settings to optimize care outcomes. Content in health teaching and counseling will also be covered. The students are also provided necessary current trends related to career and professional development to assist the students in obtaining employment and establishing a successful career path. Students have classroom and focused preceptor clinical experiences.

NUR488 Nursing Leadership in Healthcare (3.0 credit hours) RN-BSN, BSN (on-campus)

This course examines the principles and theories of leadership and managements in variety of health care systems on a variety of scales, including local, regional, national and global levels. The role of the nurse leader will be examined within the framework of economic, political, social and political factor. Content in health teaching and counseling will also be covered. Other topics examine includes, an understanding of leadership styles, conflicts, conflicts resolution strategies, political and organizational structures, planned changed, communication, financial management decision making, and evaluation are emphasized.

Nursing- RN-BSN Program Curriculum

ENC 323* Professional Writing (3.0 credit hours) RN-BSN

NUR 240* Pharmacology (4.0 credit hours) RN-BSN, BSN

NUR 265 Physical Health Assessment (3.0 credit hours) RN-BSN, BSN

NUR 329 Pathophysiology (4.0 credit hours) RN-BSN, BSN

NUR380 Nursing Role and Scope (3.0 credit hours) RN-BSN

NUR 417 Global Trends in Nursing Practice (4.0 credit hours) RN-BSN

NUR418 Public Policy and Risk Management in Nursing 3.0 credit hours

NUR463 Community Nursing (4.0 credit hours) RN – BSN

NUR 466 Information about clinical course: (RN-BSN) –(3.0 Credit hour)

NUR488 Nursing Leadership in Healthcare 3.0 credit hours

NUR493 Special Topics in Professional Nursing Practice I (3.0 credit hours) RN-BSN
NUR495 Special Topics in Professional Nursing Practice II (3.0 credit hours) RN-BSN

ENC323 Professional Writing* (3.0 credit hours) RN-BSN (Hybrid, online, on-campus)

This course focuses on equipping the students with professional writing skills for management purposes and corporations as well as outside corporations. Upon successful completion of this course students will be able to write and prepare professional write ups for management/corporation purposes as well as outside corporations. Prerequisite: ENC101*

NUR240 Pharmacology (4.0 credit hours) RN-BSN, BSN (on-campus)

This course focuses on the essential concepts and guilds upon principles necessary for safe and sound judgement in the administration of chemical agents. Students will acquire the knowledge and skills necessary for safe and accurate medication administration. Other topics to be examined include pharmacodynamics, pharmacokinetics pharmacotherapeutics and critical thinking skills necessary for safe dosage calculation and medication administration. Content in health teaching and counseling will also be covered. Upon successful completion of this course, students will understand the essential concept and principles of safe medication administration and use of chemical agents.

NUR329 Pathophysiology (4.0 credit hours) RN-BSN, BSN (on-campus)

This course will provide a foundation in pathophysiology of the human body, with focus on the understanding of pathophysiology of human illness as an alteration in the normal physiologic functioning of subsystem of the body from conception and across the lifespan. Topics will also include major signs and symptoms of a variety of diseases across the body systems. Content in health teaching and counseling will be covered. And upon successful completion of the course students will be able to use clinical reasoning skills to analyze and correlate diverse signs and symptoms with disease processes and apply that in nursing care process.

NUR265 Physical Health Assessment (3.0 credit hours) RN-BSN, BSN (on-campus)

This course provides a foundation in physical assessment. It also provides the necessary knowledge and skills needed to accurately assess the health status of clients. Topics will include complete physical assessment, communication skills, and how to identify health conditions. Focus will also include how to assess major signs and symptoms of a variety of diseases across the body systems in children, adolescents, adult men and female. The effects of cultural and sociological influences will also be examined. Content in health teaching and counseling will be covered. Upon successful completion of this course, students will be able to use clinical reasoning skills to accurately assess and correlates physical findings with common disease processes. Co-requisite: NUR243 Clinical Decision Making in Evidence Based Practice.

NUR380 Nursing Role and Scope (3.0 credit hours) RN-BSN (on-campus)

This course introduces the theories and concepts of nursing that shapes the nursing profession. Selected issues and trends in nursing and healthcare in general will be learned with emphasis on nursing education and practice, evolving roles of the professional nurse, professional values, career development, legislation, and professional ethics as well as the impact of social changes on nursing over the years.

NUR417 Global Trends in Nursing Practice (4.0 credit hours) RN-BSN (on-campus)

This course focuses on global health care systems and models. The different healthcare delivery systems nationally and globally will be examined. Topics will also include healthcare disparities,

cultural competence in professional nursing and the influence of culture on the health of individuals, families, community, nations and the world at large.

NUR418 Public Policy & Risk Management in Nursing (3.0 credit hours) RN-BSN, BSN (on-campus)

This course examines current health policy issues and the effects on nursing healthcare delivery and patients. Content in health teaching and counseling will be covered. Students will explore the social-political effects on professional regulations and health policies as well as the roles government plays in financing and maintain quality healthcare. Content in health teaching and counseling will also be covered. Other topics includes risk management and reduction in patients, and in healthcare system.

NUR463 Community Nursing (4.0 credit hours) RN –BSN (on-campus)

This course provides the theoretical foundation for the study of community health nursing. The students assess the community and the health care delivery systems. Topics include biostatistics, epidemiology and social structures within a community, as well as family structures. Legal, economic, historical, cultural indicator of health and ethical issues that affects adults and gerontology will also be explored. Other elements cover includes: The role of a nurse as it relates to family crises, gerontology problems, childbearing, child-rearing families, and medical-surgical conditions. Focus is on community health nursing and processes applied in community health nursing. The client is viewed as the individual, the family and the community within a social framework, with the goal of optimizing his or her functioning. The nursing process is applied to diverse client scenarios with the emphasis on growth and development, health promotion and the provision of holistic care to the client and their family. 45 clinical hours are required in a clinical setting secured by the student with a preceptor approve by the college appropriate personnel.

NUR466 Information about clinical course (3.0 credit hours) RN-BSN (on-campus)

This course requires 45 clinical hours. Students are responsible for securing the appropriate preceptors for this clinical course. More information on the clinical course requirements are presented in the RN to BSN Clinical Course Manual.

NUR488 Nursing Leadership in Healthcare (3.0 credit hours) RN-BSN, BSN (on-campus)

This course examines the principles and theories of leadership and managements in variety of health care systems on a variety of scales, including local, regional, national and global levels. The role of the nurse leader will be examined within the framework of economic, political, social and political factor. Content in health teaching and counseling will also be covered. Other topics examine includes, an understanding of leadership styles, conflicts, conflicts resolution strategies, political and organizational structures, planned changed, communication, financial management decision making, and evaluation are emphasized.

NUR493 Special Topics in Professional Nursing Practice I (3.0 credit hours) RN-BSN (on-campus)

This course will examine current issues and trends in health care delivery system and in professional nursing. Element covered will include disaster in nursing, opioid addiction, sexual harassment, domestic violence mental health, mass shootings, natural disaster, genetics and genomics and more depending on what the current trend is in health care system.

NUR495 Special Topics in Professional Nursing Practice II (3.0 credit hours) RN-BSN

(on-campus)

This is a continuation of special topics in professional nursing practice. The course focuses on current trends and issues in professional nursing and health care delivery. The topics will vary dependent on the current trends and issues in nursing but may include genetics, genomics, disaster nursing, opioid addiction, mental health, cultural competence, sexual harassment, domestic violence, mass shootings and natural disasters.

NURSING-ASSOCIATE OF SCIENCE (AS) PROGRAM

An Associate of Science degree is considered a terminal degree. The decision on course transferability rests with the receiving institution.

Program Description- (AS) Program

The Associate of Science in Nursing program is designed to prepare its graduates to practice professional nursing in diverse healthcare settings with excellent knowledge and skills, to provide patient-centered culturally competent care to individuals, families, communities and the national at large using current evidence based knowledge related to wellness, health promotion, illness and disease management to optimize health care outcomes.

Upon successful completion of the program, the graduates will be eligible to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Upon successful passing of the exam the individual graduates will be able to seek employment in the field of nursing.

Associate of Science (AS) Program Objectives

Students who graduate from the program are expected to:

- 1 Exhibit professional nursing values and behavior in all activities.
- 2 Provide patient-center and culturally competent nursing care in diverse health care settings using best evidence-based practice.
- 3 Ability to synthesize empirical and theoretical knowledge from nursing, other arts, sciences, and humanities for higher order problem solving, which include making clinical decisions/judgments using reflection, critical thinking, and problem-solving skills base on best evidence.
- 4 Provide professional nursing care to promote health, reduce risk, and manage/prevent illness and disease for individuals, groups, and diverse populations.
- 5 Exhibit the professional roles of care provider, care coordinator, work as a member of an interdisciplinary health care team and lifelong learner.

Program Outline/Admission and Entrance Requirements for the (AS) Program

Students must complete 72 credit hours as described below, to receive an Associate of Science degree in Nursing. Program length is approximately 12 months, and this may vary if a student transfers in credits. Because each course in the Nursing major is a prerequisite for a subsequent course, therefore each nursing major must be completed with a letter grade of “C” or higher and with a minimum of 75% in order to proceed successfully through the program.

All applicants must meet the eligibility and requirements to be accepted into the Nursing program.

Qualified students are admitted to the Nursing Program based on the policy and procedure of Victory College of Nursing program.

- A Completed application forms

- Interview with the nursing program director or designated counsellor
- A satisfactory background check upon enrollment and prior to the start of nursing major
- Either a TEAS composite score of 65% or higher or HESI score of 65% or higher.
 - or successful passing score of 65% or higher on the College entrance examination, with a maximum of two attempts.
 - The classes can be taken hybrid or on-campus except the clinical courses that must be taken in clinical facilities with professional supervision.
 - Successfully complete at least 72 semester credit hours of study. The 72 credit hours must also include a minimum of 30 semester credit hours of relevant general education courses combined with a minimum of 42 semester credit hours of designated major courses.
 - Complete degree requirements with a cumulative grade average of 2.7 or higher.
 - Complete the last 25% of the program at Victory College of Nursing
 - Complete an application with the Student Services office for degree on or before the published date during the last semester of study. The degree will not be awarded unless the application is completed.
 - Complete all financial obligations to the College.
 - Complete all required exit paperwork.
 - NOTE: If a student has a grade of "I" for the term he/she is scheduled to graduate, the "I" grade is calculated as an "F" to be able to compute a student's GPA for graduation. If the student subsequently completes the course work successfully with a passing grade, a student's transcript is amended, and a final grade average is calculated.

Prerequisites for Major Courses

Advancement to the nursing major of the ASN program is contingent on the following:

- A composite score of 65 or higher on *current version* of the Test of Essential Academic Skills (TEAS) nursing entrance examination
- Students holding a baccalaureate degree (with a 3.0 cumulative GPA or higher) or hold a higher degree are exempted from taking the TEAS exam
- Minimum grade of "C" for pre-requisite courses: Human Anatomy/ Physiology I and II (BSC185C* and BSC186C*)
- Minimum grade of "C" for pre-requisite courses: Microbiology (MCB200C*), Intermediate Algebra (MAT133*), Life Span Development (DEP204*), and general education courses
- Minimum cumulative 2.5 GPA (based on completion of pre-requisite courses, English Composition I (ENC101*) and one additional general education course)
- Good academic and non-academic standing
- Satisfactory drug screening and completion of ALL required health screening (immunizations).

Requirements for Degree (AS) Program

At Victory College of Nursing For students to receive Associate of Science Degree in nursing the students must:

- Successfully complete at least 72 semester credit hours of study. The 72 credit hours must also include a minimum of 30 semester credit hours of relevant general education courses combined with a minimum of 42 semester credit hours of designated major courses.
- Complete degree requirements with a cumulative grade average of 2.7 or higher.

- Complete the last 25% of the program at Victory College of Nursing
- Complete an application with the Student Services office for degree on or before the published date during the last semester of study. The degree will not be awarded unless the application is completed.
- Complete all financial obligations to the College.
- Complete all required exit paperwork.

Nursing Major Courses (42.0 credit hours)

Nursing- (AS) Curriculum

CGS100* Introduction to Computer (3.0 credit hours)
ENC101* English Composition I (3.0 credit hours)
MAT133* Intermediate Algebra (3.0 credit hours)
PSY112* Introduction to Psychology 3.0 credit hours
DEV204* Human Growth and Development 3.0 credit hours
AML100* American Literature Or HST110* American History (3.0 credit hours)
BSC185* Human Anatomy and Physiology I (4.0 credit hours)
BSC186* Human Anatomy and Physiology II (4.0 credit hours)
MCB200* Microbiology I (4.0 credit hours)
NUR102C Fundamentals of Nursing (8.0 credit hours)
NUR240 Nursing Pharmacology (4.0 credit hours)
NUR121C Medical-Surgical Nursing 1 (8.0 credit hours)
NUR230C Medical Surgical Nursing II (8.0 credit hours)
NUR355C Mental health Nursing (3.0 Credit hours)
NUR242C Maternity & Newborn Nursing Care (4.0 credit hours)
NUR342C Pediatric Nursing Care (4.0 credit hours)
NUR281C Nursing Roles & NCLEX Review (3.0 credit hours)

Nursing- (AS) Curriculum Description

General Education Courses (30.0 credit hours)

CGS100* Introduction to Computers* (3.0 credit hours) (Hybrid, online, on-campus)

This course introduces the students to the fundamentals of operating computer system/equipment. Emphases will be on database management, electronic spreadsheets, presentation graphics and basics of word processing

ENC101* English Composition I* (3.0 credit hours) (Hybrid, online, on-campus)

This course is designed to develop and improve students writing skills and processes required for academic and professional writing to achieve career goals. The various topics and assignment will emphasize on the understanding and application of writing as a process from invention,

planning, drafting, revision, editing to the final product. The students will review grammar, well develop paragraphs and use the knowledge to compose academic essays, and research papers. The ability to write appropriately for various task and audiences will be highlighted. The students will review professional essays as a model, as well as evaluate and analyze the writing strategies used by others. Prerequisite: ENC 001* or demonstration of proficiency in Basic English.

MAT133* Intermediate Algebra* (3.0 credit hours) (Hybrid, online, on-campus)

This course introduces the students to algebra concepts and operations. Other topics explores include operations with rational expressions, exponents, absolute value, factoring, radicals and roots, graphs, linear inequalities, linear and quadratic equations with applications. Prerequisite: MAT020* (Basic Math)

PSY112* Introduction to Psychology* 3.0 credit hours (Hybrid, online, on-campus)

This course introduces the value of understanding human and animal behavior, psychological research methods, and provides an overview of the current body of knowledge and methods of the science of psychology. Topics will include the life-span development, states of consciousness, historical foundations of psychology, psychological science, states of consciousness, learning and behavior change, memory, cognition, stress and health, emotions, motivation, personality, psychological disorders, and social behavior and culture. This course will also guide students in building better self-awareness through the fundamental psychological theories. Students are encouraged to use critical thinking strategies all through the course in discussion of psychological theories and concepts.

The knowledge students derived from this course will better equip them to explore the mental, emotional, social, physical, and psychological processes of life and career using principles and theories that shape the field of psychology.

DEV204* Human Growth and Development* 3.0 credit hours (hybrid, online or on-campus)

This course will explore human development across the life span and examines theories and empirical studies that deals with human cognitive, emotional, social and physical development as it relates to human development across the lifespan. The focus will also be for the students to understand and respond to the needs and concerns of individuals from various cultures throughout the lifespan while applying theories and research that advances human developmental science.

AML100* or HST110* American Literature or American History* (3.0 credit hours) (Hybrid, online, on-campus)

This course introduces the students to American literature and explores select American authors and literary text. Additionally, course introduces the students to American History or American Government and explores leaders and leadership. Topics will include social forces and historical background of American and American Government.

BSC185* Human Anatomy and Physiology I* (4.0 credit hours) (Hybrid, online, on-campus)

This course is Part I of a two-part comprehensive course

This course will present the interrelationship of each body system. It will also show an integrated approach to human anatomy and physiology, microbiology, and pathology, including basic cell structure, function chemistry, and cell physiology, metabolism, tissues and integumentary,

skeletal, muscular and nervous systems as it relates to health sciences. The topics will also include medical terminology. The laboratory component of this course provides students with hands on experiences with microscopic observation, experimentation, study of anatomical models and dissection.

BSC186* Human Anatomy and Physiology II* (4.0 credit hours) (Hybrid, online, on-campus)

This course is a continuation of BSC 185 C* (Human Anatomy and Physiology I). Topics includes endocrine, digestive, immune, circulatory, lymphatic, urinary and nervous systems. Other areas that will be covered include fluid and electrolyte balance, acid-base balance, nutrition and metabolism, blood and sense organs. The laboratory component of this course provides students with hands on experiences with microscopic observation, experimentation, study of anatomical models and dissection

MCB200* Microbiology* (4.0 credit hours) (Hybrid, online, on-campus)

This course is designed to introduce the students to pathogens and the diseases they cause. Topics to be covered include morphology, behavior, characteristics, and activities of common microorganisms and techniques of identification, staining, culturing, counting and isolating microorganisms.

The Laboratory experience provides the students with a hands-on application of the contents in (MCB 200C*).

Nursing Major Courses (42.0 credit hours)

NUR102C Fundamentals of Nursing (8.0 credit hours) (on-campus)

This course introduce students to the principles, theories and concepts that provide the foundation for nursing practice. Including the history and standards of nursing practice, nursing process and critical thinking skills needed in nursing practice. The students will learn the application of the nursing process in the delivery of professional nursing care in diverse healthcare settings. The application and implementation of basic nursing skills in nursing care with emphases on safety and quality of care will be imparted. Other topics covered include the principles of asepsis and infection control. The application and demonstration of basic nursing skills such as health history and physical assessment techniques and other nursing skills will occur in the laboratory setting and in the clinical settings, in ambulatory and or long-term care settings. The importance of nutrition; proper nutrition, weight management practices and the different dietary guidelines as well as nutritional needs associated with the life cycle and health will be discussed. Prerequisites include general education classes, corequisites...NUR240

NUR240* Nursing Pharmacology (4.0 credit hours) (on-campus)

This course focuses on the essential concepts and principles of pharmacology in nursing practice. The course provides an introduction to the principles of pharmacology including pharmacokinetics, pharmacodynamics, medication interactions and potential adverse medication reactions with emphases on the application of nursing process in the care of patients receiving chemical agents and the principles necessary for safe and sound judgement in the administration of chemical agents. Other topics will include: the importance of food and nutrition in medication therapies including benefits and food interaction. Students will acquire the knowledge and critical thinking skills necessary for safe and accurate dosage calculations, medication error and medication administration. Upon successful completion of this course, students will understand the essential concept and principles of safe medication administration and use of chemical

agents.

NUR121C Medical-Surgical Nursing 1 8.0 credit hours) (on-campus)

This course focuses on the use of the nursing process in meeting the needs of medical-surgical patients and families of adults with acute or chronic illnesses, including HIV/AIDs and other sexually transmitted diseases. It focuses on diverse adult and elderly acute care populations experiencing physiologic and psychological illnesses and diverse conditions that have significant effect on quality of life.

Topics will include continuation of dosage calculations, the pathophysiology of diseases and the individual patient responses and adaptation. The students will acquire physical assessment skills and learn problem identification

and planning while providing implementation of comprehensive nursing care.

The course will also help the students to focus on setting priorities, planning, utilize clinical decision-making skills and nursing evidence to prioritize, communicating and providing care for medical-surgical patients with multiple physiological and psychosocial needs in diverse health care settings. Coordinating with members of interdisciplinary team, students will be able to identify quality improvement processes that enhance patients' outcomes. The students will also acquire the necessary health teaching and counseling skills that are needed when caring for medical surgical patients. The importance, roles and nature of proper nutrition will be covered including weight management practices and the different nutritional needs associated with the life cycle and health will be discussed.

Learning opportunities for this course will be in classroom and supervised clinical experiences in ambulatory/acute care settings. Prerequisites will include NUR102C & NUR240.

NUR230C Medical Surgical Nursing II (8.0 credit hours) (on-campus)

This course is a continuation of the basic introduction to concepts of Medical Surgical Nursing I. It further expands on the use of the nursing process in caring for medical-surgical patients with complex, multiple physiological and psychosocial needs from adulthood through geriatrics.

Dosage calculation is also emphasized. Emphases is also on building on the advance nursing skills and concepts related to medical-surgical and mental health nursing using nursing process.

The students further develop and acquire necessary therapeutic responses and communication skills in providing nursing care to mental health patients. Students will be able to utilize clinical decision-making skills and nursing evidence to prioritize, communication, plans and manage care for medical-surgical patients in diverse health care settings. Coordinating with members of interdisciplinary team, students will be able to identify quality improvement processes that enhance patients' outcomes. The students will acquire the necessary health teaching and counseling skills that are needed when caring for medical surgical patients. The importance, roles and nature of proper nutrition will be covered including weight management practices and the different nutritional needs associated with the life cycle and health will be discussed

Learning opportunities for this course include classroom and supervised clinical settings in community health centers, and general/acute care centers. Prerequisite: NUR121C

NUR355C Mental Health Nursing (3.0 credits hours) (on-campus)

This course examines and introduces the students to the principles and standard of practice applicable for the care of individuals and families with both acute and chronic mental health alterations in nursing. Legal, cultural and ethical aspects of mental health nursing practice including ways of minimizing risk will be examined. Content in health teaching and counseling will be covered. Students will learn the behavioral and biological concepts as well as practice the necessary therapeutics communication skills to establish and maintain therapeutic relationships

with patients and families. The course will focus on utilizing critical thinking skills, nursing process and current evidenced-based guidelines to effectively stabilize, maintain and help meet the needs of individuals and families having difficulty coping and adapting to their life experiences. Contents of this course will be taught in classroom and supervised clinical experiences. Upon successful completion of this course, students will be able to apply the nursing process with emphasis on clinical reasoning to promote patient mental health.
Prerequisite NUR121C

NUR242C Maternity & Newborn Nursing Care (4.0 credit hours) (on-campus)

This course introduces the students to the principles and concepts of maternity nursing care for the childbearing individuals with families in multicultural society. Students will explore common problems associated with the health of mother, newborn and family. Dosage calculations related to maternity care are emphasized. Nursing skills and concepts presented in previous courses are integrated here with emphases on developmental theories related to the care of children and families. The importance, roles and nature of proper nutrition for the mother and their newborn will be covered including the different nutritional needs associated with the life cycle and health. Students will also use clinical decision-making skill to explore best practices that will enhance the patient's plan of care as well as learn to apply health teaching and counseling concepts and principles to identify needs of the childbearing family with consideration of their diverse cultural backgrounds. Legal aspects of practice governing maternal/newborn nursing practice will also be examined. Learning opportunities for this course include classroom and supervised clinical settings in hospitals, as well as outpatient care centers. Prerequisites NUR121C

NUR342C Pediatric Nursing Care (4.0 credit hours) (on-campus)

This course introduces the students to the principles and concepts of pediatric nursing care for children and families with diverse cultural backgrounds, while exploring complex illnesses both acute and chronic health conditions that affects pediatric patients. Nursing skills and concepts presented in previous courses are integrated here with emphases on developmental theories related to the care of children and families. Emphases are on dosage calculations related to pediatric patients. Students also use clinical decision making to explore best practices that can enhance the patient's plan of care as well as learn to apply health teaching and counseling concepts and principles to identify needs of the pediatric patients and family with consideration of their diverse cultural backgrounds. The importance, roles and nature of proper nutrition for the mother and their children will be covered including the different nutritional needs associated with the life cycle and health.

Legal aspects of practice governing maternal/newborn nursing practice will also be examined. Learning opportunities for this course include classroom and supervised clinical settings may in community health centers, inpatients and outpatients care centers. Hospitals as well as pediatrics programs in outpatients/inpatients care centers. Prerequisites NUR242C

NUR281C Nursing Roles & NCLEX Review (3.0 credit hours) (on-campus)

This course focuses on knowledge, information and excellent skills the students need for effective transition from the student role to that of a professional nursing role in diverse health care settings. This course also provides the opportunity for the students to synthesize nursing theories, concepts, and principles from previous courses into the concept of the professional nurse. Students will learn the roles of the professional nurse with emphasis on leadership, delegation and management roles, prioritization, collaboration, legal responsibilities and supporting principles in ethical decision making.

The course provides the students with opportunity to review NCLEX questions and test taking strategies. Students will also be required to take exist examination in preparation for the NCLEX exams. Emphasis is placed on quality improvement and excellent nursing skills that will enable the students excel as professional leaders and communicators with increase ability to plan and manage groups of individuals in diverse health care settings to optimize care outcomes. Content in health teaching and counseling will also be covered. The students are also provided necessary current trends related to career and professional development to assist the students in obtaining employment and establishing a successful career path. Students have classroom and focused preceptor clinical experiences

PRACTICAL NURSING PROGRAM

Program Description-Practical Nursing (PN)

The PN program is designed to prepare its graduates to provide hands-on professional nursing care with excellent knowledge and skills for the graduates to function effectively and succeed as practical nurses in diverse health care settings to effect positive change in healthcare for individual, family, community and the nation, by applying scientific knowledge and technical skills of disease prevention, health maintenance and rehabilitation. Upon successful completion of the program, the graduates will be illegible to take the National Certification Licensing examination for practical Nurses (NCLEX-PN) administered by the Florida Board of Nursing. Upon successful passing of the exam the individual graduates will be able to seek employment in the field of nursing.

PN Program Objectives

Students who graduate from the programs are expected to:

- 1 Provide professional nursing care to promote health, reduce risk, and manage/prevent illness and disease for individuals, groups, and diverse populations.
- 2 Provide culturally competent care nursing care to individuals, families, and groups within diverse health care settings.
- 3 Exhibit professional nursing values and behavior in all activities.
- 4 Ability to use information and health care technologies to optimize patient care.
- 5 Exhibit the professional roles of care provider, care coordinator, work as a member of an interdisciplinary health care team and lifelong learner.

Program Outline/Admission and Entrance Requirements for the PN

- All applicants must meet the eligibility and requirements to be accepted into the Practical Nursing program. Applicants must meet the minimum skill levels in reading and math with a score of 70% or better on the diagnostic testing evaluation instrument which is the entrance exam (administered by the College) to be considered for admission into the PN program, with a minimum of two attempts.
- A competed application forms
- Interview with the nursing program director or designated counselor
- A satisfactory background check upon enrollment and prior to the start of nursing major.
- A satisfactory drug screen result

Qualified candidates are admitted to the Nursing Program based on the policy and procedure of Victory College of Nursing

Students must complete a total clock hour of 1350 as described below to receive a Diploma in Nursing Practice. Program length is approximately 12 months, and this may vary if a student transfers in general education credits with a grade of “C” or higher. Students must also maintain a minimum of 75% in order to proceed successfully through the program.

The classes are on-campus.

- Complete degree requirements with a cumulative grade average of 2.7 or higher.
- Complete an application with the Student Services office for degree on or before the published date during the last semester of study. The diploma will not be awarded unless the application is completed.
- Complete all financial obligations to the College.
- Complete all required exit paperwork.

NOTE: If a student has a grade of "I" for the term he/she is scheduled to graduate, the “I” grade is calculated as an "F" to be able to compute a student's GPA for graduation. If the student subsequently completes the course work successfully with a passing grade, a student's transcript is amended, and a final grade average is calculated

Requirements for the PN Diploma

At Victory College of Nursing For students to receive a PN Diploma, the students must:

- Successfully complete a total clock hour of 1350 to receive a Diploma in Nursing Practice
- Complete degree requirements with a cumulative grade average of 2.7 or higher.
- Complete an application with the Student Services office for degree on or before the published date during the last semester of study. The diploma will not be awarded unless the application is completed.
- Complete all financial obligations to the College.
- Complete all required exit paperwork.

Practical Nurse Curriculum

HPN101 Introduction to Health Care System (40 Hour)
HAP 102 Human Anatomy & Physiology I (45 Hours)
HAP 102L Human Anatomy & Physiology I Lab (20 Hours)
HAP 103 Human Anatomy & Physiology II 45 Hours
HAP 103L Human Anatomy & Physiology II Lab 20 Hours
HPN 110 Nutrition 40 Hours
HPN 111 Fundamentals of Nursing I & II 80 Hours
HPN 112 Fundamentals of Nursing Practicum I & II 190 Hours
HPN 140 Pharmacology 70 Hours
HPN 119 Medical Surgical Nursing I 40 Hours
HPN 120 Medical Surgical Nursing Practicum I 135 Hours
HPN 150 Medical Surgical Nursing II 40 Hours
HPN 151 Medical Surgical Nursing Practicum II 130 Hours
HPN 125 Geriatric Nursing 40 Hours
HPN 126 Geriatric Nursing Practicum 45 Hours
HPN 132 Maternity & Newborn Nursing 40 Hours
HPN 133 Maternity & Newborn Nursing Practicum 50 Hours
HPN 138 Pediatric Nursing 40 Hours

HPN 139 Pediatric Nursing Practicum 45 Hours
HPN 140 Mental Health Nursing 30 Hours
HPN 141 Mental Health Nursing Practicum 45 Hours
HPN 155 Community Health Nursing 30 Hours
HPN 156 Community Health Nursing Practicum 45 Hours
HPN 158 Nursing Leadership/Preceptorship 45 Hours

CURRICULUM COURSE DESCRIPTIONS

Practical Nursing Program **(1350)**

HPN101 Introduction to Health Care System 40 Hours) (on-campus)

This course introduces the students to major concepts of wellness and disease and lays the foundation for essential knowledge necessary for healthcare workers. Topics includes an overview of the healthcare delivery system and occupations, ethical and legal responsibilities, communication and interpersonal skills, safety and security and emergency procedures, computer literacy, infection control procedure, blood borne diseases, basic math and science skills, and employability.

HAP 102 Anatomy & Physiology I 45 Hours (on-campus)

This course gives the students the necessary foundation of the human anatomy and physiology, basic elements, organs, and the interrelationship of each body system. Topics will include an integrated approach to human anatomy and physiology, microbiology, and pathology, including basic cell structure, function and chemistry, cell physiology, metabolism, tissues and integumentary, skeletal, muscular and nervous systems as it relates to health sciences. The topics will also include medical terminology.

HAP 102L Anatomy & Physiology I Lab 20 Hours (on-campus)

Laboratory components include study of anatomical models, experimentation as well as microscope observation.

HAP 103 Anatomy & Physiology II 45 Hours (on-campus)

This course is a continuation of HAP 102 (Human Anatomy and Physiology I). Topics includes endocrine, digestive, immune, circulatory, lymphatic, urinary and nervous systems. Other areas that will be covered include fluid and electrolyte balance, acid-base balance, nutrition and metabolism, blood and sense organs.

HAP 103L Anatomy & Physiology II Lab 20 Hours (on-campus)

The laboratory component of this course provides students with hands on experiences with microscopic observation, experimentation, study of anatomical models.

HPN 110 Nutrition 40 Hours (hybrid, online, on-campus)

This course focuses on the importance and principle of nutrition, proper nutrition, therapeutic diet and weight management practices. The course will also include assessment and planning healthy diets and selecting food that meets the nutritional needs of clients.

Other topics examine include the nature and role of carbohydrates, proteins, lipids, water, vitamins, and minerals in the human body. The different dietary guidelines and nutritional needs associated with the life cycle and health; Ideal body weight, body fat percentages, lean body weight, metabolic calculations, menus and healthy eating habits.

This course will also present nutritional therapy for various conditions and disorders

HPN 111 Fundamentals of Nursing I & II 80 Hours (on-campus)

This course introduces students to the principles, theories and concepts that provide the foundation for nursing practice. Including the history and standards of nursing practice, nursing process and critical thinking skills needed in nursing practice. Students will learn assessment of physical and psychological adaptation to health and illness across the adult life span, as well as the legal and ethical aspects of nursing practice, communication techniques, documentation the principles of asepsis and infection control with emphases on safety and quality of care will be emphasized. Other topics covered include the role of the nurse as a member of the health care team.

HPN 112 Fundamentals of Nursing I & II Practicum 190 Hours (on-campus)

The application and demonstration of basic nursing skills such as health history and physical assessment techniques and other hands-on nursing skills will occur in the laboratory setting and in the clinical settings; in ambulatory and or long-term care settings.

HPN 140 Pharmacology 70 Hours (hybrid, online, on-campus)

This course focuses on the essential concepts and principles of pharmacology in nursing practice, the regulatory agencies (FDA), with emphases on the application of nursing process in the care of patients receiving chemical agents and the principles necessary for safe and sound judgment in the administration of medications. Students will acquire the knowledge and critical thinking skills necessary for safe and accurate dosage calculations and medication administration. Upon successful completion of this course, students will understand the essential concept and principles of safe medication administration and use of medications.

HPN 119 Medical Surgical Nursing I 40 Hours (on-campus)

This course builds on the concepts and principles learned in Nursing Fundamentals I & II, as well as using the nursing process and practical nursing skills in meeting the needs of medical-surgical patients and families of adults with acute or chronic illnesses in diverse healthcare settings. Topics will include continuation of dosage calculations, diet therapies, the pathophysiology of diseases and the individual patient responses and adaptation including the legal and ethical considerations in health care systems. The students will acquire physical assessment skills and learn problem identification and planning while providing implementation of comprehensive practical nursing care. The course will also help the students to focus on setting priorities, planning, therapeutics communication skills, and nursing documentation in providing care for medical-surgical patients with multiple physiological and psychosocial needs in diverse health care settings. Acute and chronic disorders, terminal illness and death will also be explored.

HPN 120 Medical Surgical Nursing I Practicum 135 Hours (on-campus)

This course is a continuation of Medical Surgical Nursing I. It builds on the skills and clinical technique developed earlier and focuses on using the Nursing process including hygiene, basic skills, knowledge and understanding of the needs of medical surgical patients in diverse health care settings. Health teaching, skills surgical asepsis, and preoperative and post-operative care will also be explored.

Learning opportunities for this course will be in clinical labs and supervised clinical experiences in ambulatory/acute care settings and long-term care settings.

HPN 150 Medical Surgical Nursing II 40 Hours (on-campus)

This course is a continuation of the basic introduction to Medical Surgical Nursing I. It further expands on the use of the nursing process in caring for medical-surgical patients with multiple physiological and psychosocial needs from adulthood through geriatrics. Dosage calculation is also emphasized. Emphases are on building on the advance nursing skills and concepts related to medical-surgical nursing using nursing process. Terminal illness, pain managements, rehabilitation services, hospice care and death are explored.

HPN 151 Medical Surgical Nursing II Practicum 130 Hours (on-campus)

This course is a continuation of Medical Surgical Nursing I&II. Learning opportunities for this course will be in clinical labs and supervised clinical settings in diverse health care settings.

HPN 125 Geriatric Nursing 40 Hours (on-campus)

This course focuses on the principles and concepts related to the care of aging adults in the healthcare system. The impact of aging on society and the health care industry as a whole will be explored. The course will also examine the legislative issues affecting older adults as well as the demographics of the aging adults in America and Nursing roles (using the nursing process) in caring for aging adults in diverse health care settings.

HPN 126 Geriatric Nursing Practicum 45 Hours (on-campus)

This course is a continuation of Geriatrics Concepts in the clinical settings. Learning opportunities for this course will be in clinical labs and supervised clinical areas in diverse health care settings where the students will be exposed to complex nursing situations and scenarios.

HPN 132 Maternity & Newborn Nursing 40 Hours (on-campus)

This course introduces the students to the principles and concepts of maternity nursing care for the childbearing individuals and families in multicultural society. Students will explore common reproductive problems and disorders associated with the health of the mother and newborn. Normal and high-risk pregnancy, labor, delivery and newborn will also be examined. Dosage calculations related to maternity care are emphasized and legal aspects of practice governing maternal/newborn nursing practice will also be examined. The management needs and nursing care of the mother and newborn throughout the maternity cycle is learned. Upon successful completion of this course student will learn and apply the skills and procedures necessary for the care of the client with reproductive issues and the care of the obstetrical patient and their newborn.

HPN 133 Maternity & Newborn Nursing Practicum 50 Hours (on-campus)

This course is a continuation of Nursing Care of Women/Maternity Nursing in the clinical settings. Learning opportunities for this course will be in clinical labs and supervised clinical settings where the students will be exposed to normal as well as complex nursing situations of multiple factors which complicate the normal physiological or psychological process of the childbearing period. Emphasis will be on the reproductive system and health care needs of women and newborn throughout the life cycle, the childbearing portion of the life cycle. The student will utilize the nursing process in providing nursing care to the maternity patient, her family, and the fetus. Newborn all through the period of intrapartum and postpartum will be explored.

HPN 138 Pediatric Nursing Care 40 Hours (on-campus)

This course introduces the students to the principles and concepts of pediatric nursing care for children and families with diverse cultural backgrounds, while exploring complex illnesses both acute and chronic health conditions that affects pediatric patients. Nursing skills and concepts presented in previous courses are integrated here with emphases on developmental theories related to the care of children and families. Emphases are also on dosage calculations related to pediatric patients and legal aspects of practice governing pediatrics patients and family. Students will learn and develop an understanding of the growth and development through the different stages of childhood and be able to apply the nursing process to the different stages of childhood.

HPN 139 Pediatric Nursing Care Practicum 45 Hours (on-campus)

Learning opportunities for this course include classroom and supervised clinical areas in pediatrics settings. May be in community health centers, inpatients and outpatients care centers in hospitals, as well as pediatrics programs in outpatients/inpatients care centers, where the students can integrate content taught in classroom, focusing on the use of nursing process with technical skills sets for children with common health issues.

HPN 140 Mental Health Nursing 30 Hours (on-campus)

This course examines and introduces the students to the principles and standard of practice applicable for the care of individuals and families with both acute and chronic mental health alterations in nursing. Legal, cultural and ethical aspects of mental health nursing practice including ways of minimizing risk will be examined. Students will learn the behavioral and biological concepts as well as practice the necessary therapeutics communication skills to establish and maintain therapeutic relationships with patients and families.

HPN 141 Mental Health Nursing Practicum 45 Hours (on-campus)

This clinical course imparts necessary experiences in psychiatric settings integrating classroom contents with practical experiences in a clinical setting.

Contents of this course will be taught in supervised clinical experiences. Upon successful completion of this course, students will be able to apply the nursing process with an emphasis on clinical reasoning to promote patient mental health.

HPN 155 Community Health Nursing 30 Hours (on-campus)

This course introduces the students to the concepts and principles of the health of individuals, families and the community as well as the nursing implications of health maintenance.

This course uses evidenced-based outcomes to prioritize primary health promotions, prevention, risk reduction and disease management in diverse population in health care settings and in communities. Content covers include levels of prevention, promotion, epidemiology, venerable populations, population genomics, social determinants of health, emergency preparedness and disaster, and triage, as well as population health beliefs, individual responses to health and illness, diverse health practices in multicultural society and environmental issues.

The nursing process and the roles of nurses will be introduced as it applies to promoting wellness and health maintenance in public health, as well as health events, screening, surveillances and investigation and interventions etc.

HPN 156 Community Health Nursing Practicum 45 Hours (on-campus)

This course will examine the diverse aspects of Community Nursing in the hospital and outpatient settings. Students will also learn and apply nursing diverse clinical settings. Topics will include an in-depth health assessment of the community and family with emphasis and focus on basic epidemiological principles and data collection strategies.

HPN 158 Nursing Leadership/Preceptorship 45 Hours (on-campus)

This is a clinical course that prepares the students for professional nursing practice. Focus is on the application of the nursing process, leadership, concepts of management, delegation, and supervision in caring for patients in diverse clinical setting/site placements with a nursing preceptor. Emphasis is on the role of the caregiver in professional nursing with patients and their families. Students are guided by faculty members in caring for patients in diverse clinical settings, in acute care or long-term practice facilities.

THE PROGRAM BREAK DOWN—COURSE NUMBERING AND TITLE

The Undergraduate Program Breakdown, Course Numbering and Title

At Victory College of Nursing the first digit in a course number indicates the level the students normally take the course in this institution, the second number represents the skills, while the third number represents the skill level of a course.

The suffix represents the program (ASN/BSN or PN). (For example, NUR 101 or HPN 101), NUR represents nursing while the suffix HPN represents Healthcare Practical Nursing course. The first number “1” indicates that the course is normally taken at level one in this institution. The second and the third numbers “0 and 1” represent the skills and the skills level of the course respectively. Certain science and other courses may have the prefix “C” or L at the end of the course number. The “C” indicates that the lecture and lab part of the course are taken together at the same time and place. While “L” at the end of a course number represents a laboratory course or laboratory part of a course with the same course number or different course number that meets at a different place and time from the main course.

Language the Programs are offered in

At Victory College of Nurses all courses are offered and taught in English language.

COMPLETING A COURSE OR PROGRAM IN A LANGUAGE OTHER THAN ENGLISH MAY REDUCE EMPLOYABILITY WHERE ENGLISH IS REQUIRED.

HOLIDAYS for the Year 2024

Victory College of Nursing programs are on a year-round basis and observes the following Holidays and vacation breaks:

New Year's Day (January 1st)

Martin Luther King Jr. Day (31(1 Monday in January)

President's Day (3rd Monday in February)

Memorial Day (4th Monday in May)

Independence Day (July 4th)

Labor Day (1st Monday in September)

Columbus Day (2nd Monday in October)

Thanksgiving Day (4th Thursday in November)

Thanksgiving Friday (Friday after Thanksgiving)

Student Holiday Vacation (December 23rd- 31st,

Christmas Day (December 25th)

Undergraduate Academic Calendar 2024 to 2026

Term Calendar 2024

Note: Each term begins on a Monday at 12:01 a.m. and ends on a Sunday at 11:59 p.m.

1/1/24	New Year's Day
01/08/24-04/28/24	Spring Semesters
01/08/24-03/03/24	Spring 1 Classes Begin
01/15/24	Martin Luther King Jr. Day
01/16/24	Return
02/19/24	President's Day
02/20/24	Return
03/04/24-05/05/24	Spring 2 Classes Begin
03/04/24-03/10/24	Spring Break
03/11/24	Return
03/29/24-03/31/24	Easter Break
04/01/24	Return
05/06/24-08/25/24	Summer Semesters
05/06/24-06/30/24	Summer 1 Classes Begin
05/27/24	Memorial Day
05/28/24	Return
07/01/24-08/25/24	Summer 2 Classes Begin
07/04/24	Independence Day
07/05/24	Return
08/26/24-12/22/24	Fall Semesters
08/26/24-10/20/24	Fall 1 Classes Begin
09/02/24	Labor Day
09/03/24	Return
10/21/24-12/22/24	Fall 2 Classes Begin
11/11/24	Veterans Day
11/12/24	Return
11/28/24-12/01/24	Thanksgiving Break
12/02/24	Return
12/23/24-01/05/25	Holiday

Term Calendar 2025

Note: Each term begins on a Monday at 12:01 a.m. and ends on a Sunday at 11:59 p.m.

1/1/25	New Year's Day
01/06/25-05/04/25	Spring Semesters
01/06/25-03/01/25	Spring 1 Classes Begin
01/20/25	Martin Luther King Jr.
Day	
01/21/25	Return
02/17/25	President's Day
02/18/25	Return
03/03/25-05/04/25	Spring 2 Classes Begin
03/03/25-03/09/25	Spring Break
03/10/25	Return
04/18/25-04/20/25	Easter Break
04/21/25	Return
05/05/25-08/24/25	Summer Semesters
05/05/25-06/29/25	Summer 1 Classes Begin
05/26/25	Memorial Day
05/27/22	Return
06/30/25-08/24/25	Summer 2 Classes Begin
07/04/25	Independence Day
07/05/25	Return
08/25/25-12/14/25	Fall Semesters
08/25/25-10/19/25	Fall 1 Classes Begin
09/01/25	Labor Day
09/02/25	Return
10/20/25-12/18/25	Fall 2 Classes Begin
11/11/25	Veterans Day
11/12/25	Return
11/27/25-11/30/25	Thanksgiving Break
12/01/25	Return
12/15/25-01/04/25	Holiday

Term Calendar 2026

Note: Each term begins on a Monday at 12:01 a.m. and ends on a Sunday at 11:59 p.m.

1/1/26	New Year's Day
01/05/26-05/03/26	Spring Semesters
01/05/26-03/01/26	Spring 1 Classes Begin
01/19/26	Martin Luther King Jr.
Day	
01/20/26	Return
02/16/26	President's Day

02/17/26	Return
03/02/26-	Spring 2 Classes Begin
03/02/26-	Spring Break
03/09/26	Return
04/03/26-04/05/26	Easter Break
04/06/26	Return
05/04/26-08/23/26	Summer Semesters
05/04/26-06/28/26	Summer 1 Classes Begin
05/25/26	Memorial Day
05/26/26	Return
06/29/26-08/23/26	Summer 2 Classes Begin
07/04/26	Independence Day
07/05/26	Return
08/24/26-12/20/26	Fall Semesters
08/24/23-10/25/26	Fall 1 Classes Begin
09/07/26	Labor Day
09/08/26	Return
10/26/26-12/20/26	Fall 2 Classes Begin
11/11/26	Veterans Day
11/12/26	Return
11/26/26-11/29/26	Thanksgiving Break
11/30/26	Return
12/21/26-01/03/26	Holiday

Names and Titles of all full-time and Part-time Administrators

Dr. Esther Kekii	President/Program Director, Dean of Nursing/Dean of Academic Affairs & Student Affairs/Program Coordinator, Administrator.
Dr. Penelope Pattalitan	Senior Faculty Academic Advising/Counselling
Claire Bazelais	Students Account Officer/Registrar
Samia Yaqubi	Students Account Officer/Office Manager/IT

Listings of all Faculty Indicating Degrees Held and Institutions or Agencies Awarding the Credentials.

Names of Faculties	Degree Held	<i>Institutions or Agencies Awarding the Credentials.</i>
Dr. Esther Kekii, RN	DNP/Walden University; MSN/ Goldfarb School of Nursing at Barnes Jewish College of Nursing; BSN/ Goldfarb School of Nursing at Barnes Jewish College of Nursing	Walden University; Goldfarb School of Nursing at Barnes Jewish College of Nursing
Dr. Penelope Pattalitan, RN	EdD/ Nova Southeastern University APRN/ Barry University BSN/ University of Manila	Nova Southeastern University Barry University University of Manila
Dr. Alexis Alexander, RN	DNP/Chamberlain University, MSN/ Chamberlain University, BSN/Barry University	Chamberlain University Chamberlain University, Barry University
Yosyp Martynyak, RN	MSN/Grand Canyon University, ADN/Azure College	Grand Canyon University, Azure College
Dr. Jullet Miller-Simpson, RN	DNP/MSc/Western Governor University, BSN/Western Governor University	Western Governor University
Dr Reza Moradi, MD	MD/University Bologna-Italy	University Bologna-Italy

Dr Melissa Marballie, RN	DNP/Nova South Eastern, MSN/Suny Downstate, BSN/University of Abbonan	Nova South Eastern University; University of South Abbonan
Fayola Delica, RN	RN,BSN/University Of Miami, BSc-Ed./University of Florida	University of Miami; University of Florida
Sheryl Patterson-Caulibaly	MA/Pittsburg State University BA/Florida A&M University	Pittsburg State University Florida A&M University
Deepak Singh	MSc.Ed/Walden University; MBA/Capella University ; BSc Business & Information Management/Seminole State College of Florida; Graduate Certificate/ Augustana University; Graduate Certificate/Bridge Education Group Inc.	Walden University. Capella University; Seminole State College of Florida; Augustana University; Bridge Education Group Inc.
Joris Kwakye	MSc-Mathematics/Clark Atlanta University, BA/ The Trustees of Morehouse College	Clark Atlanta University. The Trust of Morehouse College