

Faculty of Health Sciences

# Bachelor of Science in Nursing Program



## Information Booklet for Prospective Students Fall 2013

\*Subject to change \*

<http://www.douglascollege.ca/healthsci>

**Faculty of Health Sciences**

**BACHELOR OF SCIENCE IN NURSING**

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## Faculty of Health Sciences

### BACHELOR OF SCIENCE IN NURSING

#### PROGRAM DESCRIPTION

Douglas College plans to offer a new Bachelor of Science in Nursing (BSN) program in September 2013 pending Ministry of Advanced Education and the College of Registered Nurses of BC's approval. This new and innovative program will educate graduates to provide safe, competent and compassionate nursing care that is grounded in theory and professional standards. They will be prepared to practice nursing working collaboratively with individuals, families, groups, and communities in a variety of settings to promote health and well-being.

Graduates will demonstrate strong leadership qualities that support an inter-professional collaborative model of client centered care. They will be able to positively influence the future of nursing practice and health care from a Canadian context with a strong understanding of the global health care environment.

Upon completing the Bachelor of Science in Nursing (BSN) program, graduates will be able to apply to write the Canadian Nurses Registration Exam (CRNE) and register with the College of Registered Nurses of BC.

#### CURRICULUM

The curriculum is a 4 year program with a 1+3 structure. The first year is the **Academic Foundations for Nursing Studies**; this first year will provide students with a strong liberal arts and science foundation. Applicants are required to successfully complete 30 University Transfer Credits with a grade of C+ or better in each of the required courses (refer to the admission requirements for additional information). The remaining three years focus on the practice of nursing and nursing studies.

The initial development of the curriculum is based on the concepts of relational practice, leadership, critical nursing inquiry and ethics of care. There is a strong emphasis on critical and reflective inquiry and working in collaborative partnerships with clients to promote their health and well being. Students begin their nursing education in both theory and practice settings. Innovative teaching strategies are used, such as simulations, to provide safe and realistic learning situations prior to performing hands on care with live clients. Expert faculty teach in a supportive environment that respects diversity and inclusiveness.

## COMPLETION OF SEMESTERS

Bachelor of Science in Nursing program has two intakes every year:

- **January Intake – Application Deadline June 1**
- **September Intake – Application Deadline Feb 1**

**\*Please note there is no January 2013 intake**

### January Intake

#### YEAR II

January - April	May - June	July - August	September - December
Semester One <b>15 weeks</b>	*No Scheduled Nursing Classes	*No Scheduled Nursing Classes	Semester Two <b>15 weeks</b>

#### YEAR III

January - April	May - June	July - August	September - December
Semester Three <b>15 weeks</b>	*No Scheduled Nursing Classes	*No Scheduled Nursing Classes	Semester Four <b>15 weeks</b>

#### YEAR IV

January - April	May - June	July - August	September - December
Semester Five <b>15 weeks</b>	*No Scheduled Nursing Classes	*No Scheduled Nursing Classes	Semester VI <b>15 weeks</b>

### September Intake

#### YEAR II

September - December	January - April	May - June	July - August
Semester One <b>15 weeks</b>	Semester Two <b>15 weeks</b>	*No Scheduled Nursing Classes	*No Scheduled Nursing Classes

#### YEAR III

September - December	January - April	May - June	July - August
Semester Three <b>15 weeks</b>	Semester Four <b>15 weeks</b>	*No Scheduled Nursing Classes	*No Scheduled Nursing Classes

#### YEAR IV

September - December	January - April
Semester Five <b>15 weeks</b>	Semester VI <b>15 weeks</b>

## SEMESTER FOCUS

SEMESTER FOCUS				
	Focus	Population/Client	Nursing Skills & Practice Focus	Practice Settings
<b>SEMESTER 1</b>	Health & Health Challenges Professional Foundations	Adults and older adults with emphasis on elder care.	Beginning level holistic health assessment & commonly used psychomotor skills with adult/older adult populations	Medical units Long-term care ALC Assisted living
<b>SEMESTER 2</b>	Common and predictable acute health challenges	Adults and older adults	Novice level assessment & skill w/ medical-surgical focus	Surgical units Medical units
<b>SEMESTER 3</b>	Health transitions and challenges - Maternity & Pediatric nursing	Child bearing/child rearing families, newborns, infants, children, adolescents	Holistic Assessment & commonly used psychomotor skills for maternal/child & pediatric nursing	Maternity Pediatrics
<b>SEMESTER 4</b>	Health transitions & challenges – Mental health, psychiatry, community health	Psychiatry Mental health and substance use disorders Community health	Holistic assessment & commonly used skills for mental health, psychiatry, community & home health nursing	Psychiatry Mental Health Home Health Community Health
<b>SEMESTER 5</b>	Complex health challenges	Adults and older adults	Advanced medical and surgical holistic assessment & commonly used psychomotor skills.	Acute medical Acute surgical
<b>SEMESTER 6</b>	Complex health challenges & Professional transition	Varied	Consolidation	Varied – tertiary care or community placements

## CURRICULUM STRUCTURAL FRAMEWORK

BSN CURRICULUM STRUCTURAL FRAMEWORK					
<b>SEMESTER 1</b> Focus: Health & Health Challenges	<b>SEMESTER 2</b> Focus: Health & Acute Health Challenges	<b>SEMESTER 3</b> Focus: Health Transitions & Challenges	<b>SEMESTER 4</b> Focus: Community health & Mental health and Psychiatry Health promotion	<b>SEMESTER 5</b> Focus: Complex Health Challenges –	<b>SEMESTER 6</b> Focus: Complex Health challenges
Elder care	Adult/older adult	Maternity -Pediatrics		Adult/older adult	Professional transition
Nursing Art & Science: Professional Foundations	Nursing Art & Science: Acute Health Challenges	Nursing Art & Science: Family-Centered Care	Nursing Art & Science: Vulnerable Populations	Nursing Art & Science: Acuity and Complexity	Nursing Art & Science: Professional Transition
Health Assessment: Adults and Older Adults	Health Assessment: Acute Health Challenges	Health Assessment: Maternal and Child Care	Health Assessment: Community Health and Mental Health	Health Assessment: Complex Health Challenges	Nursing Practice: Professional Transition
		Pediatric   Maternity	Mental Health/ Psychiatry   Community	Medical and Surgical	
Nursing Practice: Beginning Client Care	Nursing Practice: Acute Health Challenges	Nursing Practice: Family Centered Care	Nursing Practice: Community Health and Mental Health	Nursing Practice : Complex Health Challenges	
		Pediatric   Maternity	Mental Health/ Psychiatry   Community	Advanced Medical and Surgical	
Pharmacology: Introduction for Nurses	Leadership: Interprofessional Collaboration	Leadership: Partners in Health Promotion	Leadership 2- Ethics and Moral Courage	Leadership: Influencing Health Care Reform	
Relational Practice: Introduction	Nursing Inquiry: Evidenced-Informed Practice	Relational Practice: Engaging with Families	Nursing Inquiry: Research in Nursing	Nursing Elective: Issues in Nursing Practice Focus	
<b>16.5 credits</b>	<b>16.5 credits</b>	<b>16.5 credits</b>	<b>16.5 credits</b>	<b>16.5 credits</b>	<b>11.5 credits</b>

## PROGRAM OVERVIEW

Year	Number	Semester/Courses	Credits	Hours/Week	Number	Semester/Courses	Credits	Hours/Week
II		<u>Semester One</u>				<u>Semester Two</u>		
	NURS 2111	<b>Nursing Art and Science:</b> Professional Foundations	3.0	*4-0-0-0	NURS 2211	<b>Nursing Art and Science:</b> Acute Health Challenges	3.0	4-0-0-0
	NURS 2112	<b>Health Assessment:</b> Adults and Older Adults	2.5	0-3-0-0	NURS 2212	<b>Health Assessment:</b> Acute Health Challenges	2.5	0-3-0-0
	NURS 2113	<b>Nursing Practice:</b> Beginning Client Care	5.0	0-0-189-0	NURS 2213	<b>Nursing Practice:</b> Acute Health Challenges	5.0	0-0-189-0
	NURS 2114	<b>Pharmacology:</b> Introduction for Nurses	3.0	4-0-0-0	NURS 2215	<b>Leadership:</b> Interprofessional Collaboration	3.0	4-0-0-0
	NURS 2116	<b>Relational Practice:</b> Introduction	3.0	4-0-0-0	NURS 2217	<b>Nursing Inquiry:</b> Evidence-Informed Practice	3.0	4-0-0-0
		<b>Total</b>	16.5	~28.5		<b>Total</b>	16.5	~28.5
III		<u>Semester Three</u>				<u>Semester Four</u>		
	NURS 3311	<b>Nursing Art and Science:</b> Family-Centered Care	3.0	4-0-0-0	NURS 3411	<b>Nursing Art and Science:</b> Vulnerable Populations	3.0	4-0-0-0
	NURS 3312	<b>Health Assessment:</b> Maternal and Child Care	2.5	0-3-0-0	NURS 3412	<b>Health Assessment:</b> Community Health and Mental Health	2.5	0-3-0-0
	NURS 3313	<b>Nursing Practice:</b> Family-Centered Care	5.0	0-0-189-0	NURS 3413	<b>Nursing Practice:</b> Community Health and Mental Health	5.0	0-0-189-0
	NURS 3315	<b>Leadership:</b> Partners in Health Promotion	3.0	4-0-0-0	NURS 3415	<b>Leadership:</b> Applied Nursing Ethics, Leadership and Moral Courage	3.0	4-0-0-0
	NURS 3316	<b>Relational Practice:</b> Engaging with Families	3.0	4-0-0-0	NURS 3417	<b>Nursing Inquiry:</b> Research in Nursing	3.0	4-0-0-0
		<b>Total</b>	16.5	~28.5		<b>Total</b>	16.5	~28.5
IV		<u>Semester Five</u>				<u>Semester Six</u>		
	NURS 4511	<b>Nursing Art and Science:</b> Acuity and Complexity	3.0	4-0-0-0	NURS 4611	<b>Nursing Art and Science:</b> Professional Transition	1.5	2-0-0-0
	NURS 4512	<b>Health Assessment:</b> Complex Health Challenges	2.5	0-3-0-0	NURS 4613	<b>Nursing Practice:</b> Professional Transition	10.0	0-0-392-0
	NURS 4513	<b>Nursing Practice:</b> Complex Health Challenges	5.0	0-0-189-0				
	NURS 4515	<b>Leadership:</b> Influencing Health Care Reform	3.0	4-0-0-0				
	NURS 4518	<b>Nursing Elective:</b> Issues in Nursing Practice Focus	3.0	4-0-0-0				
		<b>Total</b>	16.5	~28.5		<b>Total</b>	11.5	~37.5
<b>Total Program Credits=94</b> * Lecture/seminar, Laboratory, Nursing Practice (hours/semester)								

## **EVALUATION/GRADES**

All students are expected to meet the evaluation requirements of each course. Students who are accepted into the Bachelor of Science in Nursing Program **must achieve a minimum grade of C+ (65%) or greater in all nursing courses.**

**Students must also achieve a semester average of 65% or greater in order to progress in the Bachelor of Science in Nursing Program at Douglas College.**

## **TRANSFER CREDIT**

Students do not automatically receive transfer credit(s) from other nursing programs in BC. Students are required to follow the Douglas College process regarding applying for transfer credit(s) for Nursing course(s) and/or any other course(s) taken at another educational institution.

Please refer to the College calendar at <http://www.douglascollege.ca/application-services/forms.html> for additional information on Transfer credit or contact an Academic Advisor.

## ADMISSION REQUIREMENTS

### I. ACADEMIC ADMISSION REQUIREMENTS

Applicants must satisfy the **Academic Foundations in Nursing Studies** academic requirements. The requirements include the completion of **30 university transfer credits** (10 - 3 credit courses) with a minimum grade of **C+ (65%)** in each course. The specific course requirements are as follows:

COURSE	DOUGLAS COLLEGE PRE-REQUISITES	Credits
BIOL 1103 Human Anatomy and Physiology I (or equivalent)	None	3
BIOL 1203 Human Anatomy and Physiology II (or equivalent)	BIOL 1103	3
BIOL 2401 Introductory Microbiology for Health Sciences (or equivalent) or BIOL 2400 General Microbiology (or equivalent)	BIOL 1103 & 1203	3
BIOL 2200 Pathophysiology (or equivalent) <b>Course under development</b>	<b>TBD - likely BIOL1203 as a co-req.</b>	3
ENGL 1130 Academic Writing (or equivalent)	ENGLISH 12 (B)	3
ENGLISH Elective	May vary	3
MATH 1160 Introduction to Statistics (Faculty of Science & Technology) (or equivalent) or PSYC 2300 Data Analysis in Psychology (Faculty of Humanities & Social Sciences) (or equivalent)	<b>Pre-requisites for MATH 1160:</b> Math 1105; or BC Principles of Math 11 with a B or better; or BC Applications of Math 11 with an A- or better; or BC Principles of Math 12 with a C or better; or BC Applications of Math 12 with a B or better; or Precalculus 11 with a B or better; or Precalculus 12 with a C or better; or Foundations of Math 11 with a B or better; or Foundations of Math 12 with a C or better. <b>Pre-requisites for PSYC 2300:</b> PSYC 1200 and a C grade or better in BC Principles of Math 11 or Foundations of Math 11 (or equivalent).	3
<b>Any Social Sciences UT Course</b> Recommended subject areas include: Philosophy, Psychology, Sociology, Anthropology, Women's Studies (Faculty of Humanities & Social Sciences)	May vary	3
2 UT <b>Open</b> Elective Courses	May vary	6

## II. NON-ACADEMIC ADMISSION REQUIREMENTS

A. After successful completion of the Academic in Foundations in Nursing (Academic Admission Requirements), and prior to an offer of admission to the 2<sup>nd</sup> year of the BSN program, the applicant is required to comply with the following:

- **Mandatory Program Orientation** - Attendance at a Douglas College BSN Program Orientation prior to admission to the program is mandatory. The orientation will be conducted by BSN faculty and is designed to provide the applicant with information about the profession and the program. Applicants will be notified by mail of the Program Orientation date.

B. With an offer of admission to the BSN program, the applicant is required to comply with and/or provide documentation of the following:

- **Potential Interview** - Applicants may be required to participate in an interview with a representative(s) of the Bachelor of Science in Nursing Program for the purposes of providing additional information and/or for academic counselling.
- **Deposit** - A non-refundable deposit of \$350.00 (applied to tuition) upon acceptance into the Bachelor of Science in Nursing Program is required.
- **Cardiopulmonary Resuscitation Basic Rescuer (CPR) Level HCP Health Care Provider** - Certificate must be current within 1 year of the start date of the program. Standard First Aid Certificates that include CPR Level HCP within 1 year of the date of application are also accepted.

*Note: Re-certification of CPR Level HCP Certificates is required every year for all students once admitted into the Bachelor of Science in Nursing Program.*

- **Standard First Aid Certificate** - must be current within 3 years of the start date of the program. Unlike the CPR Certificates, the Standard First Aid Certificates **do not** need to be updated yearly once admitted to the Bachelor of Science in Nursing Program.
- **Health Assessment** - A satisfactory health assessment completed by a physician or nurse practitioner.
- **Immunization Record** - A current record of recommended immunizations consistent with the requirements of practice agencies. These include:
  - i. Tetanus-Diphtheria (within 10 years)
  - ii. Polio Vaccine
  - iii. Measles, Mumps, Rubella Vaccine
  - iv. Hepatitis B Vaccine
  - v. Varicella Vaccine
  - vi. Flu Immunization (annual)
  - vii. TB Skin Test or X-ray (within 1 year)

**Note:** *Although immunizations are optional students who have not received the recommended immunizations may be prohibited from participating in clinical practice experiences due to agency policy.*

- **Criminal Record Search** - Applicants will be required to undergo a criminal record search that satisfies the requirements of the program and professional nursing association (College of Registered Nurses of BC).

**Note:** *A criminal record search is required by the Ministries of Health and Social Services prior to students being placed in health care agencies. The College of Registered Nurses of BC also requires a criminal record search in order to be eligible for licensure (eligible to write the National Exams at the end of the program and become a Registered Nurse).*

- **Non-violent Crisis Intervention Certificate**
- **Respiratory Mask Fit-test (N95)** - Upon admission to the Nursing program all semester one students will be required to be fit-tested for a respiratory mask. There is an additional applicant cost to student for fit-testing.

**Note:** *Repeat fit-testing is required annually to ensure that the face seal remains effective. This requirement is in compliance with Work Safe BC and the BC Practice Education Guidelines.*

## APPLICATION PROCESS

Please refer to Category A or Category B that is the most relevant to your situation. If you require additional assistance you can contact the Registrar's Office at 604-527-5478 or the Faculty of Health Sciences: Bachelor of Science in Nursing Department at 604-777-6403.

### A. For applicants who do not meet the Academic Admission Requirements:

1. Complete a Douglas College Application Form either paper or online at [www.douglascollege.ca](http://www.douglascollege.ca) (click on Students, Apply) indicating **General Studies: Pre-Nursing Program;**
2. Include the following with your application form:
  - \$30.00 one-time non-refundable fee for first-time applicants to Douglas College (if you are currently registered at Douglas College you do not need to include this fee)
  - official High School transcript
  - official transcripts from all other post-secondary institutions attended  
\*If you believe you are eligible to receive transfer credit from another post-secondary institution towards the Bachelor of Science in Nursing Program or to satisfy academic admission requirements; please submit these **official transcripts with a "Request for Transfer of Credit Form"** (these forms may be obtained from the Registrar's Office)  
*Transcripts from other provinces and/or countries will require a minimum of 6 - 8 weeks to process. You must also submit two copies of a detailed course outline for each course.*

Upon receipt of the completed application form, all required documents, and the non-refundable application fee (if a first time applicant), you will be mailed relevant information on your assigned registration date. You can then register on-line for specific courses that will assist you to meet the academic admission requirements.

If you are unsure of which courses you need in order to meet the academic admission requirements of the Bachelor of Science in Nursing Program, please seek assistance from Academic Advising or the Bachelor of Science in Nursing Department.

The course registration information will also identify those sections of Biology 1103 and Biology 1203 which are restricted to **Bachelor of Science in Nursing and Pre-Nursing Students**. You may register for these courses but must meet all registration deadlines.

**\*Once you meet all the academic admission requirements, you must complete a new on-line Application Form for the Bachelor of Science in Nursing Program** (see application process for those applicants who do meet the academic admission requirements).

**B. For applicants who do meet the Academic Admission Requirements:**

***Completed applications with all required documents and fees must be submitted to the Registrar's Office by: February 1st*** for the September intake and ***June 1<sup>st</sup>*** for the January intake.

All applicants must obtain a current (within 1 year) **Cardiopulmonary Resuscitation Certificate (CPR) Level HCP** and a current (within 3 years) **Standard First Aid Certificate** as part of the final admission requirements.

1. Complete a Douglas College Application Form either paper or online at [www.douglascollege.ca](http://www.douglascollege.ca) (Click on Students, Apply) indicating **Bachelor of Science in Nursing Program**; submit this application form to the Registrar's Office
  
2. Include the following with your application form:
  - \$30.00 one time non-refundable fee for first time applicants to Douglas College (if you are currently registered at Douglas College you do not need to include this fee)
  - official High School Transcript
  - official transcripts from all other post-secondary institutions attended  
\*if you believe you are eligible to receive transfer credit from another post-secondary institution towards the Bachelor of Science in Nursing Program or to satisfy academic admission requirements; please submit these **official transcripts with a "Request for Transfer of Credit Form"** (these forms are available on-line or may be obtained from the Registrar's Office)  
*Transcripts from other provinces and/or countries will require a minimum of 6 - 8 weeks to process. You must also submit two copies of a detailed course outline for each course.*

Once initial requirements are met, selected students will be required to complete the final admission requirements.

3. Final admission requirements:
  - a satisfactory **Health Assessment** completed by a physician (a form will be provided). Please note: incomplete forms will be returned to you.
  - a current record of recommended **immunizations** (a form will be provided). Please note: incomplete forms will be returned to you.
  - a **Criminal Record Search** (a form will be provided).
  - a non-refundable **deposit of \$350.00**.

Once all final admission requirements are met, applicants will receive specific program and course information.

**\*Applicants who are not accepted must re-apply (complete a new Application Form) for each subsequent intake.**

## IMPORTANT INFORMATION

### A. Location

All Nursing classes are taught at the David Lam Campus at 1250 Pinetree Way, Coquitlam, BC.

### B. Program Information

#### Information Sessions:

Bachelor of Science in Nursing Information sessions are held once a month, usually during the early evenings (5 - 7 p.m.). BSN Faculty will provide information and answer your individual questions.

Please plan on attending one of the information sessions. For information on the specific dates, times and location please refer to:

- a) The website at <http://www.douglascollege.ca/new-students/information-sessions.html#healthScience>
- b) The Registrar's Office at **604-527-5478 Room A1450 David Lam Campus**
- c) The Faculty of Health Sciences: Bachelor of Science in Nursing Department at **604-777-6403 Room D3039**

#### Web Page:

Our Web Page address is: [http://: www.douglascollege.ca/healthsci](http://www.douglascollege.ca/healthsci)

Departmental Assistant, Bachelor of Science in Nursing: 604-777-6403

The Departmental Assistant can provide specific information regarding the Bachelor of Science in Nursing Program such as: dates & times of courses (scheduling); required texts, etc.

### C. Learning Centre

Applicants who are currently registered at Douglas College (e.g. General Studies Students) can access the learning centre for assistance with:

- reading skills
- writing skills
- study skills
- basic word-processing skills

Students can also be referred to the learning centre by their course instructors and receive individual assistance from staff, faculty, and/or students (peer tutor).

**\*Students who require assistance with more basic skills (reading and writing) are referred to the Department of Developmental Studies and English as a Second Language. The Learning Centre is located in:**

Room:           **A1040**  
Phone:           **604-777-6139**

**D.    Student Services**

Counsellors are available to assist applicants and Douglas College Students. They offer a wide range of services.

**Professional Counsellors:**

- career counselling
- personal counselling
- non-credit workshops for students on
  - ❖ stress and time management
  - ❖ survival tips for College success
  - ❖ test and/or performance anxiety
  - ❖ building self-esteem and confidence
  - ❖ overcoming procrastination
  - ❖ assertiveness
  - ❖ interpersonal relationships
- credit courses designed to promote personal growth and development

***\*Counsellors are available for appointments between 9 a.m. and 4:30 p.m. Monday to Friday. Some evening appointments can also be made.***

Counsellors are located in:

Room:           **A1050**  
Phone:           **604-777-6185**

**E.    Registrar's Office**

**Academic Advisors:**

- general course and program planning information
- career information and upgrading
- assistance in the Career Resource Centre

Advisors are available for appointments from Monday to Friday. Some evening appointments and telephone advising are available. Contact at 604-527-5478.

**F.    Office for New Students:**

- information sessions regarding application and registration procedures, tuition fee information, job prospects and answers to all your other questions.

**G. Expenses**

The following list of expenses is an approximation of current costs and is subject to change.

- i) Initial application fee: \$30.00  
\*non-refundable, required only once when initially registering at the College
- ii) Tuition Fees (\$90.40/course credit). Students are also required to pay the following additional fees:
  - Students' Union fee which ranges from \$21.90 to \$56.55 (according to the total number of credits taken per semester; subject to change).
  - other student activity fees of \$43.30 (Other Press fee, Building fee, Alumni fee, Athletic fee, and Performing Arts fee).
  - General Registration and Service fee of \$31.00.
  - Medical/Dental Plan fee of \$260 (payable in the Fall semester for students registered for 9.0 or more credits.)
  - U-Pass Fee of \$120.00

**\* For Program Costs refer to Financial Aid in Student Services**

<http://www.douglascollege.ca/services/financial-aid.html>

**\*For additional information, refer to the online calendar section on "Fees"**

<http://www.douglascollege.ca/calhtm/geninfo.html>

- iii) Required Textbooks & Lab Equipment TBA
- iv) Nursing Uniform & shoes, watch, scissors, stethoscope approximately \$200.00

Additional Expenses include:

- v) Non-Violent Crisis Intervention (NVCi) \$180.00  
Offered through Continuing Education
- vi) Registered Nurses' (RN) Exam approximately \$440.00  
\*Required upon completion of the BSN degree
- vii) Registered Nurses' (RN) licensing fee approximately \$390.00  
\*Required upon completion of the BSN degree
- viii) N95 Fit Testing approximately \$100.00

## H. Financial Aid

The Student Finance Office provides a wide variety of services related to:

- student loans (Workshops are offered throughout the year to assist students with their loan applications)  
***Students must be enrolled in a minimum of 9 credits each semester in order to apply***
- grants
- work-study programs
- \*awards
- \*bursaries
- \*scholarships

*Note: Students may be eligible for specific awards, bursaries, and/or scholarships. Please consult the College Calendar or the Student Finance Office for specific information.*

The Student Finance Office is located in:

Room: **A1030** David Lam Campus (main level)

Phone: **604-777-6189**

## I. Housing

There are no residences or on-site housing available at Douglas College. Contact the Student Society Office for information regarding off-campus housing.

The Student Society Office is located in:

Room: **A1060** David Lam Campus (main level)

Phone: **604-777-6257**

## J. Transportation

Douglas College, David Lam Campus in Coquitlam, is accessible via public transportation (refer to Translink). All nursing classroom learning is at the David Lam Campus.

Contact the Student Society Office for additional information regarding bus passes, maps, and student discounts at **604-777-6257**.

**Bachelor of Science in Nursing Students are required to have their own transportation in order to travel to health care agencies, community agencies, professional organizations and meetings. It is necessary when visiting patients/clients (families) in their own homes. Therefore it is a necessity to have a car or be able to independently find your own transportation.**

**K. Parking**

Limited surface and underground parking is available for students. Students are strongly encouraged to organize car-pooling.

Contact the Student Society Office for additional information regarding parking at **604-777-6257**.

**L. Student Health**

All students are required to have their own health and medical/hospital insurance. They are responsible for maintaining their own health (physical and mental health) and notifying the Coordinator and course instructors of any changes in their health status (e.g. pregnancy, disability, or diagnosis of a medical condition) that could interfere with their ability to carry out the required activities of the program and/or jeopardize their own personal safety or the safety of clients.

***Students may be asked to provide a re-assessment of their health status from a physician during the course of the program.***

**There is no student health services office at Douglas College. For First Aid Assistance, students need to contact Security located on the main floor in the Atrium, David Lam Campus.**

**M. Students' Union**

The Students' Union provides a handbook with information on:

- student identification cards (access to library)
- scholarships
- lockers
- off-campus housing
- student associations and clubs
- access to recreational facilities & events (films, social events)
- parking
- how to access the Ombudsperson

For further information contact the student union at 604-777-6257.

**N. Library Services**

The library offers a variety of services in addition to its resources:

- orientation sessions for new and returning students
- audio-visual equipment
- access to computers
- study rooms (need to be booked in advance)

**Students are required to have a library card (student identification card) in order to take out materials.**

The library is located on the main floor at the David Lam Campus and the library phone number is: **604-777-6130**.

**O. Computer Labs**

The college has a number of computer labs which are available for students to use for word-processing assignments. For additional information and handbooks, students can contact Systems & Computing at 604-527-5330.

***All students in the Bachelor of Science in Nursing Program are expected to submit their assignments word-processed or typed unless indicated otherwise.***

**P. Additional Telephone and Room Numbers**

		<u>Room</u>	<u>Telephone</u>
i)	Faculty of Health Sciences: Bachelor of Science in Nursing	D3039 FAX	604-777-6403 604-777-6500
ii)	Registrar's Office	A1470 FAX	604-527-5478 604-777-6068
iii)	Student Services	A1050	604-777-6185
iv)	Day Care		604-777-6101
v)	Bookstore	A1507	604-777-6260

## FREQUENTLY ASKED QUESTIONS

**Question:** *I am a mature student and do not meet the academic admission requirements. How do I get started?*

**Answer:** You need to do the following:

1. Attend a BSN Information Session. Please refer to <http://www.douglascollege.ca/new-students/information-sessions.html#healthScience>
2. Make an appointment with an Academic Advisor at 604-527-5478 to discuss the academic requirements.
3. Submit an application form to the Registrar's Office with your \$30.00 processing fee indicating **Academic Foundations: Pre-Nursing** as your course of study and all official transcripts (high school and post-secondary).  
\*Refer to page 12 regarding the application process for applicants who do not meet the academic admission requirements.
4. Seek out advice from Student Services regarding how to be successful, such as planning your finances, support systems, and study skills.
5. Apply to the Bachelor of Science in Nursing Program when you meet the academic admission requirements (refer to page 9).

**Question:** *I applied to the Bachelor of Science in Nursing Program and was not accepted. I am not sure why I was not accepted, who can I contact to find out why?*

**Answer:** You may contact the Registrar's Office: Bachelor of Science in Nursing Admissions 604-527-5478. \*You need to have your student number available.

**Question:** *I have completed some courses at another post-secondary institution. How can I have them assessed?*

**Answer:** You must submit your official transcript and complete the "Request for Transfer of Credit Form" to the Registrar's Office with your application.

\*It can take six weeks or longer to have your transfer credits assessed by the Registrar's Office. The time varies depending upon if the courses were taken in BC, Canada or another country. If your courses are not from BC then you need to submit two copies of detailed course outlines for each course.

**Question:** *I applied to the Bachelor of Science in Nursing Program and was not accepted because I did not have all of the academic admission requirements. I now meet all of them; do I still need to re-apply?*

**Answer:** Yes, you need to re-apply for the Bachelor of Science in Nursing Program for the next intake. For example, if you were not accepted into the September class you would need to re-apply for the January class.

**Question:** *It is past the application deadline, can I still apply to the program?*

**Answer:** Applications may still be accepted past the deadlines if there is a seat available and if the applicant has met all of the admission requirements.

**Question:** *I am a Pre-Nursing student and I am unable to register for one of the Biology sections that are restricted to Bachelor of Science in Nursing students. How do I register?*

**Answer:** Biology sections that are restricted to Bachelor of Science in Nursing Students only, will not allow Pre-Nursing Students to register until a specific date. Please refer to the Registration Guide for the Registration Date for Pre-Nursing Students. Once seats are full you can put your name on the waitlist via the Registration System.

If you find other restricted sections of Biology (restricted to Psychiatric Nursing or Health Information Management Students) that fit into your time-table, you may be able to register for these sections with a waiver from the appropriate department.