Cincinnati State RN-to-BSN Completion Program

Program Admission FAQs

1. **Can I start my BSN without my RN?** The NURB (RN-BSN) program is a completion program. Students entering the RN-BSN Completion Program must be a licensed Registered Nurses (RN); if you are not an RN, please consider Cincinnati State's other nursing programs (CNA, LPN, RN) as first steps in the pathway to your BSN. You must maintain an active RN license throughout the RN-BSN completion program.

2. **Am I automatically eligible if I am an RN?** Applicants must have graduated from an accredited associate degree in nursing program and hold an active RN license in the United States before program acceptance is considered.

3. **Am I eligible to do my RN-BSN Completion Program at Cincinnati State if I did not do my RN at Cincinnati State?** Yes, students who did not attend Cincinnati State are eligible to apply to the RN-BSN Completion Program if they meet the GPA and course prerequisite requirements for the program.

4. **Is the RN-BSN completion program face-to-face or online?** The RN-BSN completion program nursing courses are fully asynchronous online classes. There is no required in-person attendance for theory classes. However, in-person clinical learning experiences (45 hours, flexibly scheduled in Spring semester) are a required component of the Population-Based Community Healthcare course.

5. **If I am admitted to the NURB major do I have to apply to the RN-BSN Completion Program?** Yes, application is a 2-step process

    a. First, apply to the College and choose the NURB.BS major. Cincinnati State graduates will be advised to add the NURB.BS major.
    b. Then, sign in to MyCState to complete the eForm "RN-BSN Program Application." Here you will upload your RN license and transcripts from pre-licensure program(s).

6. **How do I document a current RN license for the eForm application?**
    a. Go to the website https://www.nursys.com/
    b. Go To "Quick Confirm"
    c. Look up your License
    d. Complete steps for
        i. I agree
        ii. Last Name / First Name
        iii. I am not a robot
        iv. Search
    e. View Report
    f. Download report
    g. SCAN and SUBMIT your report on the application eForm

7. **How do I get unofficial transcripts?** Cincinnati State students can access their unofficial transcripts through the Self-Service portal, by going to "Academics" > "Unofficial Transcript." To obtain your unofficial transcript from other institutions, you will need to contact the Registrar's Office of each college.

8. **How do I get official transcripts?** Cincinnati State must receive official transcripts directly from each institution. Many colleges have an online transcript request process. Students will need to contact each college directly for instructions. If you opt to pick up transcripts in person, the transcript must remain in a sealed envelope to be accepted by the Cincinnati State Registrar's Office.

9. **What if I completed college credit somewhere other than where I completed my pre-licensure program?** Students should send college transcripts for all course work they wish to be considered for program admission.

10. **Is there a fee to apply to this program?** Cincinnati State has a non-refundable admission fee that is charged to your first semester's tuition statement.

11. **When will I know if I have been admitted?** Students who have applied to the program will be notified officially through their Cincinnati State email if they have been admitted to the program, by the date listed on the eForm. **Please note that admittance to the College is not admittance to the RN-BSN Completion Program.**

12. **If I am not admitted for the upcoming semester, do I have to apply again or will my application be kept for the future?** Students who apply to the program and are not admitted will have to re-submit their application for subsequent application periods to be considered.

13. **Are there any prerequisite courses that must be completed before I am eligible for this degree?** This depends. Most, but not all, students will have completed the prerequisite coursework as part of their Associate Degree in Nursing. However, because of the accreditation or the state of the prior institution attended, it is possible that some students may need to take additional prerequisite courses. Students who have not completed the prerequisite courses will need to complete these courses prior to applying to the RN-BSN completion program.

14. **I have my RN license, but Cincinnati State does not take the credits from the school I attended. Can I still apply?** Please see question 13 above. Students must complete certain prerequisite courses to apply to the program. Please see an advisor for the list of classes you would need to complete prior to application.

15. **Do I need to have a certain amount of work experience to qualify?** No, there are not any work experience requirements for this program.

16. **I missed the application deadline for Fall. Can I start the next semester?** Students may take required general course work at any time (i.e., Statistics, History elective, Arts/Humanities elective, Diversity elective). The course NUR 400 (Transition to BSN Role) is required in the first semester. This course is a prerequisite to courses offered in subsequent semesters and is available only in the Fall semester.

17. **I am an RN in another country. Can I apply to this program?** Students applying to the program must have a current active RN license in the United States.

18. **I am a former Cincinnati State student, but I do not remember my username and password. What do I do?** You need to apply and be re-admitted to the College. Then you will receive instructions for setting up your username and password. Students should contact the IT Helpdesk for assistance if needed at https://www.cincinnatistate.edu/tech-computer/helpdesk/.

19. **Do I need to get a background check, drug screen, and provide proof of vaccinations?** Yes, these are required. A due date and additional information will be provided to you upon application.

20. **Am I eligible for financial aid?** Students should complete the FAFSA form to determine eligibility for financial aid. If you have questions, you may contact the Financial Aid Office directly at https://www.cincinnatistate.edu/financial-aid/financial-aid-contact.

21. **What is the tuition cost for this program?** The tuition rate for the NURB (RN-BSN) program is the same rate charged for all other Cincinnati State programs. Please see the Tuition/Fees page of the College website for current tuition information: https://www.cincinnatistate.edu/tuition-fees

22. **Am I eligible for scholarships?** Students may search for and apply for scholarships by clicking on the link below. Students should read the criteria prior to applying for any listed scholarship, as each has different eligibility criteria: https://www.cincinnatistate.edu/financial-aid-types/scholarships.

23. **What if I need to take a semester off**? Taking a semester off is not a problem. We encourage you to keep the momentum as you proceed through your classes. The maximum time to complete the program is 10 years. Please remember that some classes are offered only during certain semesters.

24. **Can I take the courses in any order I want?**

    a. Diversity, Arts/Humanities, and History electives may be taken at any time.
    b. Statistics must be completed prior to NUR 415 (Evidence-Based Practice, Research, Scholarship and Clinical Decision Making).
    c. NUR 400 (Transition to the Bachelor Degree Nursing Role) is required to be taken in the first semester of the program (Fall semester) and must be taken first or as a corequisite.

d. NUR 440 (Bachelor Degree Nursing Capstone Project) and NUR 435 (Bachelor Degree Nursing Capstone Seminar), offered in Summer Semester, are the final courses in the program.

25. **Could I take one course at a time?** You may take one course at a time, but this is not encouraged. Remember that the degree must be completed within 10 years.

26. **If I start full time, can I drop to part-time later?** Yes. The program is meant to be flexible for working nurses. Whenever you make a change in your class schedule, please make sure you review the semesters when certain courses are offered so you stay on track.

27. **How long will it take me to complete the program?** This depends on how many classes a student takes each semester. On average, students can complete the program in one year if attending full-time (12-15 credit hours a semester). Students also can attend part-time. Two-year and three-year tracks (3-9 credit hours a semester) have been outlined for students who need more flexibility in completing their degree.

28. **I started my BSN somewhere else, but I want to transfer. Am I able to transfer my previous classes for credit?** Transfer requests will be reviewed on a case-by-case basis. Transferability depends on the institution attended, the course topic and contents, and how many credits a student is seeking to transfer.