

**LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH
SCHOOL OF NURSING
POLICY & PROCEDURE MANUAL**

Page 1 Of 4

Subject: NURSING COURSE EXEMPTIONS/CHALLENGES	Original Issue Date: 2001	Policy #: 710
	Supersedes: November 6, 2003	Effective Date: February 17, 2007
Committees Consulted: Dean, Administrative & Student Services Nursing Practice Admissions/Promotions	Reviewed & Approved by: Faculty Organization Semester Coordinators College Administration Board of Trustees	Approved by: (Signature on File) Dean, School of Nursing

PURPOSE:

To provide guidelines for granting credit for previous nursing education or healthcare work experience.

POLICY:

Credit for Previous Education/Work Experience

Students, who believe themselves eligible to obtain credit for previous nursing education or work experience in health care fields, must contact the Office of Educational Services for an evaluation a minimum of three months prior to the beginning of the course(s) for which credit is being sought.

Options for obtaining credit are:

- Advanced Placement for Licensed Vocational Nurses (LVNs)
 - Option I – Career Mobility (Associate Degree Eligibility)
 - Option II – Non-Graduate, 30 Unit Option
- Course Exemption (EX)
- Partial Course Exemption
- Exemption by Challenge Examination (EXE)
- Transfer from another nursing program.

The non-evaluative symbols of “EX” or “EXE” are entered on the College transcript to indicate credit by exemption or challenge examination.

Students, who successfully complete all curriculum requirements within a semester, either by course exemptions or challenge examinations, will advance to the next semester provided all requirements for promotion have been met and space is available.

Advanced Placement for LVNs

LVNs are eligible for one of two advanced placement options.

The admission requirements, curriculum plan for this option and description of courses for both options are found in the application packet and College catalog.

Subject:

NURSING COURSE EXEMPTIONS/CHALLENGESOption I - Career Mobility

LVNs admitted into this option will be granted exemption for Semesters 1 and 2 nursing courses (20 units credit) after enrollment and satisfactory course completion of Nursing 125 – Nursing Transition. Accepted candidates who believe themselves to be eligible for further exemption may petition through the established procedure within the School.

LVNs who successfully complete this option are eligible to apply to take the National Council Licensure Examination (NCLEX-RN) to become Registered Nurses and are considered graduates of Los Angeles County College of Nursing and Allied Health.

Option II - Non-Graduate, 30 Unit Option

LVNs admitted into this option

- Complete Nursing 125 – Nurse Transition
- Enter the second year of the nursing program
- Are not required to complete Nursing 231 – Pharmacology

In accordance with the laws and regulations of the California Board of Registered Nursing, California licensed vocational nurses who successfully complete this option are eligible to apply to take the National Council Licensure Examination (NCLEX-RN) in the State of California. LVNs who successfully complete this option **are not graduates of the College.**

Course Exemption

To be eligible for course exemption, the student must have completed a nursing course:

- Which was awarded credit by a U.S. community college, college or university
- Which has unit value, hours and content corresponding to the course for which exemption is sought as described in the School of Nursing curriculum
- With an earned minimum grade of "C" in the course
- Within the past three years
 - Applicants for LVN Option II – are exempt from the three-year time limit.

Partial Course Exemption

Students may petition for partial course exemption provided they can show evidence of prior educational or work experience related to one or more of the course objectives.

Students granted partial course exemption are not required to attend classroom and clinical learning activities related to exempted objective(s).

- Students will be evaluated on non-exempted theoretical and/or clinical objectives.

Exemption by Challenge Examination

Students who have educational and/or work experience in health care fields who do not qualify for nursing course exemption may apply to obtain credit by challenge examination. Exemption by challenge examination is not permitted when the official transcript of the School of Nursing shows an earned grade for that course.

A fee is charged for each written examination and per day of clinical evaluation.

Subject:

NURSING COURSE EXEMPTIONS/CHALLENGES**Transfer from Another School of Nursing Program**

Students requesting to transfer into the School must submit the following by published deadlines:

- Application
- Recommendation from the Director or designee of the previous school
- Course outline and syllabus of each nursing course completed at the previous school
 - The time interval between exit from the previous program and admission to the School of Nursing shall not exceed three years.

Grades earned in the previous school must meet the standards of the School of Nursing.

Transfer students must satisfactorily complete a minimum of two semesters, one of which is to be Semester 4.

PROCEDURE:**Course/Partial Course Exemption**

Students petitioning for course exemption must submit required information to the Office of Educational Services a minimum of three months prior to the beginning of the course:

- Completed petition form
- Official transcript which shows satisfactory completion of the course.

The Dean, Administrative and Student Services will:

- Review the petition for course exemption with the applicant/student
- Ask the appropriate Semester Coordinator to evaluate the submitted transcript and syllabi, and complete the Course Equivalency Review form
- Inform the applicant/student of the response.

If the course content does not meet the requirements for course exemption, the Semester Coordinator may offer the applicant partial course exemption or exemption by challenge examination.

Exemption by Challenge Examination

Challenge examinations will consist of a written examination for theory courses and a performance evaluation for clinical nursing courses.

- Nursing theory courses must be challenged successfully prior to challenging the clinical nursing course
- A minimum of two days will be allotted for evaluation of clinical performance
- Challenge examinations may be taken only once
 - Students who do not pass the challenge exam will be placed in the course.

The Dean, Administrative and Student Services will provide the student with information about the examination fees

The semester coordinator/designee will provide the student with guidelines and/or study materials to prepare for the challenge examination(s).

PROCEDURE DOCUMENTATION:

Petition Form

Course Equivalency Review

Subject:
NURSING COURSE EXEMPTIONS/CHALLENGES

REFERENCES:

Fee Schedule
Challenge Examination Guidelines
College Catalog: Credit for Previous Education/Work Experience