

Camden County College Nursing PN & LPN to RN Application FAQs

***What if I have questions about the application?**

PN & LPN to RN Applications Support sessions, in-person and on Zoom, will be posted on the CCC Nursing webpage www.camdencc.edu/nursing during the application period. Also, you could email nursing@camdencc.edu with questions.

***I sent my high school transcript to Camden County College and/or I have an associate degree from there. Do I need to submit my high school transcript again? Or, I have a bachelor's or master's degree, do I still need to submit my high school transcript to Nursing?**

Yes, you need to submit an official high school transcript or GED (include verification code) to Camden County College Nursing Department. The official high school transcript could be mailed or emailed directly from the high school OR you could include the official sealed envelope in your application portfolio.

***I have a GED so I don't have an official high school transcript. What should I submit?**

You could submit a copy of the GED document and either write the access/verification code on it or email the access/verification code to nursing@camdencc.edu so it could be verified. If you have a Diploma from Pennsylvania, you need to visit diplomasender.com and either start a live chat with them or set up a callback by clicking contact us on DiplomaSender.com to order records to be sent directly to Nursing. Please request the diploma sent to nursing@camdencc.edu directly from them.

***I attended high school in another country. What should I submit?**

PHASE I: PRE-ADMISSION REQUIREMENTS in the application booklet.

***Since I am already at the college level, will the school require proof of my high school diploma or transcripts?**

As directed on the application checklist, we need your official high school transcript or proof of GED.

***Can I email or fax my application?**

No. Your application portfolio must be in a large envelope and mailed or hand delivered to the drop box. Please see Application Portfolio and Document Submission Options on the Application Instructions page.

Note - Electronic official high school transcript, official TEAS score reports, forms from employers, and forms from former nursing schools may be sent directly from the institution to nursing@camdencc.edu.

***I applied last year. What do I need to resubmit?**

You would not have to submit your official high school transcript again if you already submitted it *to the nursing department directly in the last 2 years*. You would not have to submit your college transcripts from other colleges again if you already submitted them to the Nursing department *and haven't taken any new classes*. You will need to submit everything else as outlined in the application booklet, and checklist, including an unofficial copy of your CCC transcript. You may need to retake the TEAS if yours doesn't meet the requirements. See the TEAS requirements, which includes only in-person TEAS test. Also, if your TEAS score isn't competitive, you may want to retake it.

-If you have taken courses *at another college* since the last time you submitted an official transcript to CCC, you need to submit another *official* transcript to CCC Admissions and a copy of the transcript (or unofficial transcript) to the Nursing Department in your application portfolio or emailed to nursing@camdencc.edu.

-If you need to change your name or address on your record, please complete the Online Change of Data Form <https://www.camdencc.edu/admissions-financial-aid/forms/> and check your CCC student email for further instructions.

***I'm currently taking one or more of the General Education courses in the nursing program curriculum. Could I still send in my application?**

Yes. If you are taking courses this current Fall semester, you could send in your application but need to remember to send Nursing your updated unofficial CCC transcript:

-at CCC: once your grades post please email an updated copy of your unofficial CCC transcript to nursing@camdencc.edu so your rubric points could get recalculated.

-at another college: once your grades post please submit an official transcript from that college to CCC Admissions AND after the courses have been transferred to CCC, email an updated copy of your unofficial CCC transcript to nursing@camdencc.edu so your rubric points could get recalculated.

***I haven't taken classes at CCC so how do I send an unofficial CCC transcript that is required?**

-If you took courses at another college and had your official transcript sent from that college to CCC Admissions, and that transcript was evaluated by CCC Admissions so you received credit for some or all of those courses, then you *do* have a CCC transcript even if the only courses on there are from another college. The Nursing Department needs to see what has transferred in for you to get Rubric points. See below for accessing your unofficial CCC transcript. If you already submitted your application, please email your unofficial CCC transcript to nursing@camdencc.edu.

-If you haven't taken any courses at another college or CCC, please indicate that on the Checklist.

***I have only taken classes at CCC. Do I need to send my CCC transcript?**

Yes, you need to submit your UNOFFICIAL CCC transcript in your application portfolio. You do not have to pay for an unofficial one. See below for accessing your unofficial transcript. If you already submitted your application, please email your unofficial CCC transcript to nursing@camdencc.edu or put it in the drop box on the wall outside of Halpern 106 in an envelope with your name and Student ID.

***How do I access my CCC transcript?**

-Unofficial transcripts can be accessed by logging into Self-Service via the myCCC Portal. In the left column, you'll click the three horizontal lines -> under academics -> Unofficial transcript. Click on the link for "Undergraduate Transcript" on the page that opens. Your transcript will download as a PDF. On Chrome, the link to the download opens at the bottom left of the screen or top right. You may need to open the Downloads folder on your computer to access your transcript if you're using a different browser.

-If you are unable to log in or no longer have access to the myCCC Portal, unofficial transcript requests can be made in person at any of our Enrollment Services locations during normal business hours, which can be found on the [Registration webpage](#).

-Note that you will not be able to access your transcript if you have an outstanding unpaid balance.

-For questions, please contact Registration Services.

***Does the school provide a PN or LPN to RN application booklet in person, or is it available for download online?**

During the application period, you may pick up an application booklet on the table in the lobby of Halpern Hall (near front doors) or download it from our webpage www.camdencc.edu/nursing. Applications may also be available in the Advisement Center.

***I am scheduled to take my TEAS test at CCC. Do I need to send an additional copy of my scores to the school, or will you receive them automatically?**

If taking the TEAS at CCC Testing, right after you finish testing, the Testing Center will give you a copy of the TEAS report in a sealed envelope at no charge. Please keep the envelope sealed and put it in your application portfolio, or write your name and student ID on it and put it in the drop box outside of Halpern 106.

***I have a degree. Am I exempt from the TEAS test?**

The TEAS is a large chunk of the rubric we use in the application process to rank applicants after the application deadline. Therefore, there are no exemptions for the TEAS test. We do not accept other tests to replace the TEAS

***What are some good resources to study for the TEAS test?**

Be sure to know the TEAS requirements written in the application booklet. TEAS Prep Suggestions:

1. Use the TEAS prep resources (free and paid) on the ATI Testing website <https://www.atitesting.com/teas>
2. Use an online course like TEAS Prep course Prep Combo (English, Math, and Science):
<https://www.ed2go.com/camdencc/online-courses/teas-prep-series/>; Reading and English and Language Usage

portions only: <https://www.ed2go.com/camdencc/online-courses/teas-prep-one/>; Math & Science only: <https://www.ed2go.com/camdencc/online-courses/teas-prep-two/>

3. If you're a current student at CCC you have access to Free Tutoring. On Canvas, access BrainFuse → Study Skills → Nursing → TEAS

***If I am submitting a college transcript to transfer courses, a form from my employer, a previous nursing program form, and/or my TEAS scores, could they all be included in the application portfolio, or should they be sent separately?**

Please see the Application Portfolio and Document Submission Options section of the application booklet. Official College transcripts should be sent directly to CCC Admissions. Unofficial college transcripts could be emailed to Nursing or included in your application portfolio. Employer forms, previous nursing program forms, and/or official TEAS score reports may be sent directly to Nursing from the institution via mail or email nursing@camdencc.edu. If you are including employer forms, previous nursing program forms, and/or official TEAS score reports in your application portfolio, they must be in official sealed envelopes, sealed by the institution.

***Where do I send my application portfolio?**

Please see the Application Portfolio and Document Submission Options section of the application booklet.

***Does Nursing accept transfer credits from _____?**

Nursing accepts what the CCC Admissions Department accepts, including courses taken online, after Admissions evaluates an official transcript. Therefore, the best way to determine what courses would transfer to CCC is to have your official transcript sent to CCC Admissions.

CCC only accepts credits from institutions that are regionally accredited. Therefore, the following are *not* accepted: proprietary schools such as Prism or Lincoln Tech, Sophia Learning, Straighterline, Study.com, and Jersey College.

CCC will accept credits from institutions accredited by one of the following organizations if the courses meet CCC's transfer requirements (see below).

The accepted regional accrediting agencies include:

- MSA/MSCHE - Middle States Association of Colleges and Schools, Commission on Higher Education
- NASC - Northwest Association of Schools, Colleges and Universities, Commission on Colleges and Universities
- HLC - Higher Learning Commission (previously NCA - North Central Association of Colleges and Schools)
- NEASC-CIHE/NECHE - New England Association of Schools and Colleges, Inc., Commission on Institutions of Higher Education
- SACS/SACSCOC - Southern Association of Colleges and Schools, Commission on Colleges
- WASC-Jr - Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges
- WASC-Sr/WSCUC - Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Universities

In addition to the above, the transfer course has to be equivalent to a CCC course, and the grade has to be a C or higher (no C minus). Nursing courses will not transfer to CCC. Courses taken online ARE acceptable for our nursing programs as long as they transfer to CCC. While in the program, if you take a course somewhere else, you'll need to have the official transcript sent to CCC Admissions in time to get evaluated (which could take 4-5 weeks) and the course may or may not transfer. We highly recommend that you take your general education courses at CCC.

***Do I need to submit my health history, urine drug screen, criminal background check, CPR certification, or fingerprints with the application?**

No. These are in Phase II of the Admission process. IF you get accepted you will be given instructions. Do not submit these with your program application.

***Will I have to get the covid shot if I'm accepted?**

At this time the covid shot is not required. However, we follow the requirements of our clinical partners so that could change. If accepted, you will be instructed on your acceptance letter.

***The nursing school I had attended but didn't finish has closed. How could I get the Previous Nursing Program Form completed by them?**

An applicant is required to submit the form from the Director or Dean's office of a previously attended nursing program that the applicant didn't finish, no matter how long ago the applicant was in attendance. However, we realize a school might now be closed and/or records purged. Provided the applicant does their due diligence, if the form is not obtainable, the admissions panel will render a decision as to what the applicant would need to provide in lieu of the form. Please indicate this in the notes section of the application.

***I was accepted to the daytime cohort. Does that mean I can only take daytime classes or can I take an evening class if necessary, during any part of the program?**

For the non-nursing courses (aka General Education courses), you could schedule yourself during the day, evening, weekends, and/or online. However, for the nursing courses, if you are a day student, you must register for the day nursing courses and, likewise, if you are an evening student you must register for the evening nursing courses. We have in the past allowed a student to switch day/evening in between semesters if there was a spot, but once the switch happened, that student couldn't switch again.

***What do I do on the Rubric page?**

Write your name and Student ID at the top. Then complete the column that is titled Earned Points.

***Must I be a citizen of the United States to be eligible for licensure?**

No. All individuals, regardless of citizenship status, may obtain a nursing license in New Jersey if all requirements for licensure are met. Individuals with undocumented status are eligible for LPN *single-state*, RN *single-state*, and APN licensure and a social security number is not required for LPN *single-state*, RN *single-state*, and APN licensure.

Note that the Nurse Licensure Compact law requires applicants have a valid social security number to be eligible for an LPN or RN *multi-state license*. Individuals without a social security number will be considered for a *single-state license*.

Camden County College - Department Contact Information

Public Safety ext 7777

856-374-5089 Blackwood

856-968-1390 Camden

publicsafety@camdencc.edu

Resources: Mental Health, Problems with other students, Medical Withdrawal from class, Food Pantry, Title IX

Associate Dean of Students, Jackie Tenuto

856-374-5088

jtenuto@camdencc.eduhttps://www.camdencc.edu/student_life/student-services/

Center for Counseling and Wellness: Mental Health – free services and information
counseling@camdencc.edu
https://www.camdencc.edu/student_life/mental-health-counseling-services/

**The Accessibility Center
(formerly Disability Services)**

856-227-7200, ext 4430

accessibilityservice@camdencc.eduhttps://www.camdencc.edu/student_life/student-services/accessibility-center/**Veteran Services**

856-374-4960

znogue@camdencc.eduhttps://www.camdencc.edu/student_life/student-services/veteran-services/**Tutoring** (for non-nursing courses)

856-227-7200, ext 4276

TutoringServices@camdencc.eduwww.camdencc.edu/tutoring

Admissions - CCC Application and Transfer Information (transcripts sent to CCC Admissions)
856-227-7200, ext 4565
admissionsoffice@camdencc.edu

Help Desk – Student Email, myCCC Portal

856-374-4900

help-desk@camdencc.edu<https://www.camdencc.edu/oit-help-desk/>**Distance Learning** – CanvaseLearning@camdencc.edu

Testing – CCC Placement Testing & Other Testing Services 856-227-7200 x4710

testing@camdencc.eduwww.camdencc.edu/testing**Financial Aid**

(856) 374-4985

financialaid@camdencc.eduwww.camdencc.edu/financialaid**Business Office**

856-227-7200, ext 4312

inquirebusinessoffice@camdencc.edu**Records & Registration**

856-227-7200, ext 4200

registrationservices2@camdencc.eduwww.camdencc.edu/registration**Advisement**

856-227-7200, ext 4454 Blackwood

or ext 1325 Camden

advising@camdencc.eduwww.camdencc.edu/advisement**Career Planning and Advancement**

856-374-4854

careerplanning@camdencc.eduhttps://www.camdencc.edu/student_life/student-services/career-planning/

Transfer Services: to Transfer out of CCC to another college

856-227-7200, ext 4503

transferservices@camdencc.eduwww.camdencc.edu/transfer