

## **DEPARTMENT OF NURSING PROCEDURE FOR EQUATING NURSING COURSES**

This procedure will be applied to transfer students with grades of "C" or better in the identified nursing course who are seeking to equate nursing course from an NLNAC or AACN-CNE accredited baccalaureate program to one of ECU's generic baccalaureate nursing courses. Nursing courses completed at a two year institution are lower division course work and cannot be equated with ECU's 3000 or 4000 level courses. No credit will be equated for NRS 2223 Physical Assessment unless there is a clearly identifiable physical assessment course on the student's transcript. Independent study courses which are to be completed for required course work must first be approved by the appropriate academic officers.

1. Students must submit a formal, typed letter requesting admission and equivalency for specified courses.
2. Students must submit the following course materials or their equivalent **for each course at least 30 business days** prior to the beginning of the semester to which the student is applying for admission:
  - a. Course syllabus
  - b. Study guides or topical outlines
  - c. Skills check lists
  - d. Clinical evaluations
  - e. Additional materials as directed by the course coordinator
3. The ECU course coordinator(s) will review the student's course materials and compare them to ECU's course(s). The coordinator will complete a form which identifies the deficiencies, if any, in the course from the student's former nursing program.
4. The course coordinator(s) will consult with members of the Curriculum Steering Committee to finalize a decision regarding the student's request.
5. The course coordinator(s) and committee members may decide to:
  - a. accept the course as equivalent
  - b. reject the course and recommend that the student begin at a more basic point in the curriculum
  - c. accept the course as partially equivalent and require specific learning activities, such as an independent study related to the Department of Nursing's conceptual framework.
6. The Curriculum Steering Committee will notify the Student Admissions, Retention, and Progression (SARP) Committee of the equivalency decision.
7. The chair of the Department of Nursing will notify the student of the decision no later than 30 business days after submitting all required course materials.. The student will be given a copy of the form which outlines the deficiencies of the course offered for substitution and required learning activities.
8. The student must also follow the policies for currency of knowledge and skills found in the "Policy for Readmission to the Program" and the Metrology Examination before being admitted to any nursing courses.

Department of Nursing  
Course Equating Form

Faculty Evaluator \_\_\_\_\_ Student \_\_\_\_\_

**Date Course Materials received by the ECU Department of Nursing:** \_\_\_\_\_

Date transfer course taken \_\_\_\_\_ Grade earned \_\_\_\_\_

East Central University Course  
Course Number and Name

Transfer Course

**University/College:**

Credit hours \_\_\_\_\_  
Didactic: \_\_\_\_\_

Clinical: \_\_\_\_\_ Didactic: \_\_\_\_\_

Clinical: \_\_\_\_\_

**NOTE:** Faculty evaluator will review this completed form with the Curriculum Steering Committee within 21 days of student submission date. The Curriculum Steering Committee will notify the Student Admissions, Retention, and Progression Committee chair of the equivalency decision within 25 working days of the submission date.

Faculty responds to the following:

1. Are concepts and didactic content taught in the transferring course equivalent to those in the ECU nursing course? Yes  No

2. If "No" to #1, list content areas which are not covered in the transferring course:

3. Is the clinical component of the transferring course equivalent to the ECU nursing course?

A. Time Yes  No

B. Clinical activities Yes  No

4. If "No" to #3, list areas which are not equivalent:

5. Faculty recommendation (check one):

A. \_\_\_\_\_ Accept the course as equivalent.

- B. \_\_\_\_\_ Deny the course equivalency request based on review of course materials.
- C. \_\_\_\_\_ Accept the course as partially equivalent, but require additional work from the student.

Additional work recommended:

6. Curriculum Steering Committee recommendation:

Copy of the completed form given to student.