

Catalog Addendum – Summer 2025

Remove Jennifer Norfolk from faculty

New Faculty

Stephanie Smith, BSN, RN – Stephanie received her Bachelor of Science in Nursing from Austin Peay State University in 2002. She has been a Registered Nurse since 2002. She has over 20 years of experience as an ICU RN and has spent the past eight years as a travel Preop, PACU, and ICU RN. Stephanie teaches in the Practical Nursing program.

Effective July 9, 2025

Geoffrey Gould, Director of Education and Student Services

Update PN Program from 9-month to 12-month, 821 Clock Hours/50.5 Credits

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Temporary Student ID

Occasionally, a student may have forgotten their Student ID badge which is needed to take a test. If this occurs during hours the Front Desk is staffed, a student may be issued a black and white temporary student ID badge valid for that date only. A temporary student ID badge will look different than a permanent badge. Temporary student ID badges:

- Are printed in black and white
- Do not have a badge holder and lanyard
- Will have the following written on the back of the badge:
Valid only for (current date) and the signature of the receptionist who printed it.

A temporary student ID for testing purposes may only be issued once per quarter.

If the student has forgotten their Student ID more than once per quarter, the student must reschedule the test with the proctor.

If the student has forgotten their Student ID needed for testing purposes outside of the Front Desk hours, the student must reschedule the test with the proctor.

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Technical Requirements for Student Laptop Computers

Broadband speeds: We recommend a minimum of 10 Mbps. A VPN is not allowed to be used for school.

NOTE: CHROMEBOOKS, IPADS AND TABLETS ARE NOT ALLOWED AND WILL NOT WORK WITH THE SOFTWARE YOU MUST USE TO TEST

1. PC

- a. Operating System: Windows 11 (NOTE: Windows 10 stops being supported in October 2025)
- b. Minimum of 4GB of RAM
- c. Minimum Resolution of 1024x600
- d. Must download Chrome browser: <https://www.google.com/chrome/>
- e. Must have pop-up blocker, JavaScript, and cookies **enabled** for testing
- f. Minimum 16GB Solid State or Hard Drive
- g. Must have a working charger and charging port, and laptop must be able to be charged to full capacity
- h. Must have an available, working USB port for adding the testing webcam
2. MAC (MacBook, MacBook Air, MacBook Pro)
 - a. MacOS 10.9 or higher (Mavericks)
 - b. Minimum 4GB of RAM
 - c. Minimum resolution of 1024x600
 - d. Must download Chrome browser: <https://www.google.com/chrome/>
 - e. Must have pop-up blocker, JavaScript, and cookies **enabled** for testing.
 - f. Must have a working charger and charging port, and laptop must be able to be charged to full capacity
 - g. Must have an available, working USB port for adding the testing webcam
3. To ensure full participation and access to course content, all students are required to have a laptop that meets these minimum specifications.
 - a. Functioning Monitor/Screen: The device must have a working display capable of clearly showing course materials, presentations, and video content.
 - b. Built in or External Microphone: A working microphone is required for participating in online discussions, group work, and oral assessments.
 - c. Built-in or External Speaker: A functional speaker (or headphones/earbuds) is required to listen to lectures, videos, and other audio-based course materials.
 - d. Built-in or External Webcam: TWO webcams are needed in order for the student to be viewed from different angles as specified by the instructor during quizzes/tests or at the instructor's discretion. One webcam on a stand is provided as part of the student's technology fees.

PN Curriculum 12-Month, 821 Clock Hours/50.5 Credits

Quarter 1

Course #	Title	Theory Hours	Non-Nursing Lab Hours	Nursing Lab Hours	Clinic Hours	Clock Hours	Credits
HOL 100c	Holistic Nursing Concepts	10	0	0	0	10	0.5
MED 100	Medical Terminology	20	0	0	0	20	1
COL 100	College Success Skills	11	0	0	0	11	0.5
MAT 100 DCc	Dosage Calculations	24	0	0	0	24	1.5
BIOL 100c	Anatomy & Physiology I	30	0	0	0	30	2
PNUR 101A	Theoretical Foundations Nursing I	40	0	28	0	68	4.5
Totals		135	0	28	0	163	10

Quarter 2

Course #	Title	Theory Hours	Non-Nursing Lab Hours	Nursing Lab Hours	Clinic Hours	Clock Hours	Credits
PNUR 101B	Theoretical Foundations Nursing II	36	0	24	24	84	5
BIOL 101c	Anatomy & Physiology II	32	0	0	0	32	2
PNUR 108	Mental Health Nursing	40	0	8	0	48	3
PNUR 102c	Pharmacology I	32	0	24	0	56	3.5
Totals		140	0	56	24	220	13.5

Quarter 3

Course #	Title	Theory Hours	Non-Nursing Lab Hours	Nursing Lab Hours	Clinic Hours	Clock Hours	Credits
PNUR 105c	Theoretical Foundations Nursing III	42	0	0	0	42	3
PNUR 103d	Pharmacology II	40	0	24	0	64	4
PNUR 104d	Adult Medical Surgical Nursing I	48	0	24	40	112	6.5
Totals		130	0	48	40	218	13.5

Quarter 4

Course #	Title	Theory Hours	Non-Nursing Lab Hours	Nursing Lab Hours	Clinic Hours	Clock Hours	Credits
PNUR 106d	Adult Medical Surgical Nursing II	48	0	24	40	112	6.5
PNUR 107	Maternal Child Nursing	40	0	32	0	72	4.5
PNUR 109c	Practice Transitions	36	0	0	0	36	2.5
Totals		124	0	56	40	220	13.5

Tuition & Required Fees

50.5 credit hours of tuition at \$326 per credit hour	\$16,463.00
Nursing Supply Bag	\$625.00
Matriculation Fee	\$100.00
Graduation Fee+	\$150.00
Lab Fee (\$150 per quarter)	\$600.00
Student Identification Card	\$10.00
Uniform (2 patches)	\$30.00
Technology Fee (\$813.75.00 per quarter, some eBooks included)	\$3,255.00
Compliance Fee	\$425.00
TOTAL TUITION & REQUIRED FEES***	\$21,658.00

Other Student Costs (estimated)	
Approximate Cost of Required Textbooks**	\$100.00
Laptop and Warranty	\$600.00
Approximate Cost of Medical Exam ²	\$30.00
Approximate Cost of TB Test ²	\$25.00
CPR Card ²	\$50.00
Entrance Exam ¹	\$10.00
Hepatitis B Vaccination (series of 3) ²	\$150.00
NCLEX Examination Fee ³	\$200.00
State Licensure Application ³	\$75.00
Background Check for Licensure ³	\$70.00
TOTAL OTHER COSTS	\$1,310.00

Other Student Costs (estimated)	
3% Service Fee when making credit card payments	Varies
Library Fees (materials returned late, lost, or damaged)	Varies
Returned Check Fee/NSF Fee (or up to legal limit)	\$37.50
Clinical Make-up Fee	\$100.00
Course Add/Drop Fee	\$50.00
Proficiency Test Fee per Test****	\$50.00
Transfer Credit Fee per Course Accepted	\$50.00
Live Review Make-up Fee	\$202.00
TOTAL OPTIONAL FEES*** (May be greater pending fee frequency)	\$489.50