



St. Elizabeth College of Nursing
2215 Genesee Street
Utica, New York 13501

Dear Applicant:

Thank you for expressing an interest in St. Elizabeth College of Nursing. Enclosed you will find the application for admissions.

A \$50.00 non-refundable application fee is required upon submission of your application (\$65.00 if post marked after February 1st).

To determine eligibility in meeting our admission criteria, please visit us on line at www.secon.edu.

If you have any questions please do not hesitate to call (315) 801-8253 for more information. On behalf of St. Elizabeth College of Nursing, we look forward to meeting you in the near future.

Sincerely,
Admissions Department
St. Elizabeth College of Nursing

Application Checklist

- Application completed in full
- Application Addendum form
- Application fee
- (2) Professional references (see attached reference sheets)
- All College and High School Transcripts
- Essay and Short Answer
- Any standardized test scores taken within the last three (3) years (e.g. TEAS, SAT and/or ACT)

Secondary Education: List all high schools or secondary schools attended. Please print your name exactly as it appears on your high school transcript.

Dates: From	To	Name of School	City and State	Date Graduated
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

If you earned a General Equivalency Diploma (GED), indicate date received. _____

Have you taken: SAT examinations? _____

ACT examinations? Yes _____ No _____ Date _____

Yes _____ No _____ Date _____

Diploma: Regents _____ Local _____

Post-Secondary Education: You **MUST** disclose all formal education beyond high school. If you have attended more than 3 colleges, please attach a separate sheet of paper with other institutions.

Dates: From	To	Major	Credits/ Degree Earned
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Employment: List all work experience, both full and part-time, since high school. Begin with your most recent employment.

Dates: From	To	Employer	City and State	Position
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

References (Evaluation of Applicant's Performance and Potential):

References should be obtained from teachers, employers, counselors or others who can provide information about you in an objective way. References from family and friends are not acceptable. Transfer students from another nursing program must obtain a reference from the nursing director/clinical instructor. If you should have any questions please give the Admissions Department a call.

Name/Affiliated Organization/Title _____ Phone: _____

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St. Elizabeth College of Nursing faculty and administration are committed to supporting our students and creating an environment that is free of bias, discrimination, and harassment. If a student has encountered any form of sexual misconduct (e.g. sexual assault, sexual harassment, stalking, domestic or dating violence), we encourage reporting this to the College administration. If a learner speaks with a faculty member about an incident of misconduct, that faculty member must notify Title IX coordinator, Kimberly Panko, Dean of Student and Faculty Development, Room 101, (315-801-3358) and share the basic facts of the experience with her. The Title IX coordinator will then be available to assist the learner with understanding all options and connecting the learner with all possible resources on and off campus. The entire sexual misconduct policy is posted on the college website.

Title IX complaints may be made in person, over the phone, in writing or submitted via email to the contact information listed below.

Kimberly Panko, MS,RN
 Dean of Student & Faculty Development
 2215 Genesee Street
 Utica, NY 13501
 Email: kpanko@secon.edu
 (315) 801-3358

I certify that I have not knowingly withheld information or given false information on this application. I understand that withholding information or giving false information may make me ineligible for admission or to continue my enrollment at St. Elizabeth College of Nursing.

I consent to any and all admission-related examinations, including but not limited to, health and drug screening tests and background investigation checks as required by St. Elizabeth College of Nursing. I agree that admission to St. Elizabeth College of Nursing may be made conditional upon successful completion of such examinations and tests. St. Elizabeth College of Nursing is registered by the University of the State of New York, State Education Department, Office of the Professions to award an Associates Degree in Applied Science of Nursing. The program meets the licensure requirements for all applicants residing in New York State. St. Elizabeth College of Nursing has not made a determination of each state's requirements for licensure. Those individuals residing in state's other than New York shall receive individual notification regarding licensure requirements. For more information: <https://www.ncsbn.org/14730.htm>.

Signature _____ Date _____

ST. ELIZABETH COLLEGE OF NURSING IS A DRUG FREE EDUCATIONAL INSTITUTION



St. Elizabeth College of Nursing

Essential Skills and Abilities for Nursing Students

Dear Prospective Student:

In keeping with the Americans with Disabilities Act of 1990, the following essential skills and abilities are listed so that potential students can decide whether or not they may be able to complete the requirements of the nursing program with or without accommodations. Applicants, who are unsure if they can meet these criteria, or know they will need help in meeting them, should contact the College's Disability Services Coordinator, at (315) 801-3034, to discuss the use of accommodations and/or auxiliary aids.

A prospective nursing candidate must demonstrate the physical and psychological ability to provide safe nursing care for a community of clients with diverse backgrounds and disease entities. Members of the community entrust St. Elizabeth College of Nursing Students to provide care regardless of all health care conditions inclusive of these infective disease processes and psychiatric conditions. Those students pursuing a nursing profession must recognize that nurses care for all members of our community regardless of diagnosis, race, color, gender, gender identity, creed, religion, age, disability, marital status, sexual orientation, veteran status, or national or ethnic origin.

Communication: The nursing student must be able to communicate in English via multiple modes. Examples of relevant communication include, but are not limited to:

- Give and receive relevant verbal and nonverbal feedback
- Record information accurately and efficiently
- Communicate effectively in a telephone conversation
- Comprehend the written and spoken word
- Read, understand, and utilize written documents in the clinical setting such as medical records, medication administration records, flow sheets
- Elicit health history/information from a client, health records, and computers

Observation and Sensory skills: The nursing student must assess, monitor and respond to patients in a timely manner. Examples of relevant skills include, but are not limited to:

- Assess pertinent body systems including heart, lungs, kidneys, etc.
- Listen for heart, lung and abdominal sounds
- Feel for pulses, and abnormalities in the skin
- Identify normal versus abnormal odors
- React/respond to signals, alarms and other cues indicating immediate client need

Manual Dexterity and Motor Skill: The nursing student must provide safe and effective nursing care. Examples of relevant activity include, but are not limited to:

- Perform cardiopulmonary resuscitation (CPR)
- Position and transfer clients safely
- Lift, position, or move an unconscious patient in order to perform life-saving procedures

- Move efficiently enough to meet the needs of several patients in a timely fashion
- Perform dressing changes to wounds
- Perform intimate hygienic care and handling body fluids while maintaining privacy and dignity for the client, inclusive of toileting needs
- Use appropriate hand washing techniques
- Gown, glove and mask appropriately
- Perform sterile technique
- Perform nursing procedures such as bathing a patient, making an occupied and unoccupied bed, oral care, placing a tube into the bladder
- Apply, calibrate, and utilize other client care equipment and devices such as stethoscopes, blood pressure cuffs, thermometers, monitors, intravenous, and transfer equipment
- Manipulate and identify markings on small equipment and containers such as syringes, needles, vials, and ampules to administer medications
- Assist clients in multiple modes of movement

Conceptual and Analytical Reasoning: The nursing student must make critical judgements in order to provide safe client care. Examples of relevant activity include, but are not limited to:

- Demonstrate abilities to calculate, measure, and analyze
- Process information accurately, thoroughly, and quickly to prioritize tasks
- Perform mathematical computations for medication dosage calculations
- Identify cause-effect relationships in theory and clinical situations
- Exercise appropriate clinical judgment
- Utilize critical thinking in the process of delivering care and comfort to clients

Emotional Stability, Behavioral/Social Attributes: The nursing student will care for clients in multiple situations that require composure in a stressful environment. Examples of relevant activity include, but are not limited to:

- Exercise sound judgment, complete assessment and intervention activities, and develop sensitive interpersonal relationships with clients/families and others responsible for health care
- Demonstrate flexibility to function effectively under stress and adapt to a variety of situations
- Work in areas that are close, crowded, or noisy
- Handle strong emotions
- Demonstrate compassion and empathy
- Establish therapeutic relationships, with appropriate boundaries, in a caring manner
- Focus and maintain attention on tasks
- Receive constructive/corrective feedback calmly

Applicant's Name _____

St. Elizabeth College of Nursing
2215 Genesee Street, Utica, New York 13501

Reference

In what capacity have you known the applicant? _____

How long have you known the applicant? _____

When you think of the applicant, what initial thoughts come to mind?

Using a scale from 1-5 with 1 being the lowest and 5 the highest, please assess the applicant on each of the following:

	LOW				HIGH	Unable to Assess
Ability to handle stress	1	2	3	4	5	_____
Ability for written expression	1	2	3	4	5	_____
Ability for oral expression	1	2	3	4	5	_____
Intellectual ability	1	2	3	4	5	_____
Initiative & Independence	1	2	3	4	5	_____
Accountability/Work Attendance Record	1	2	3	4	5	_____
Ability to work well with others	1	2	3	4	5	_____
Ability to organize and prioritize tasks	1	2	3	4	5	_____
Ability to correlate theory into clinical practice (if applicable).	1	2	3	4	5	_____

Please comment on the applicant's performance and any circumstances that may have positively or negatively affected that performance.

Is there any other information about this applicant that may aid us in our admissions decision?

Signature: _____

Title: _____

Date: _____

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