

University of Tennessee Health Science College of Nursing Earning Course Credits by Examination (RN-BSN)

The UTHSC College of Nursing (CON) offers the opportunity to petition for credit by examination for RN-BSN students in three courses (***NSG 442: Health Assessment Across the Lifespan; NSG 441; Pathophysiology Across the Lifespan; (NSG 443; Pharmacology Across the Lifespan)***) by way of experience or training. It is designed expressly for the student who intends to earn a degree in the RN-BSN Program. This examination is a substitute for completing the usual requirements of the course. Thus, the student will possess the skills, knowledge, and attitudes listed in the course objectives as outlined in the UTHSC Academic Bulletin. Students who satisfactorily pass the authorized exam will earn credit for the specified course.

Applications for Undergraduate Credit by Examination are available via the UTHSC College of Nursing RN to BSN website. Applications may be completed online or printed and returned to the College of Nursing's Office of Student Affairs. (920 Madison Avenue, 10th floor).

Qualifications:

1. The student **must be enrolled** in UTHSC CON RN-BSN program and have followed the procedures listed below.
2. The Instructor of Record (IOR), in collaboration with the RN-BSN Concentration Coordinator and/or the Executive Associate Dean of Academic Affairs, shall determine the nature of the exam. The exam by credit may require more than one performance behavior (i.e., if the course requires a clinical component such as *NSG 442: Health Assessment*, the student will be required to demonstrate the ability to meet those individual clinical objectives). Resources will be made available to the student including a copy of the course syllabus and accessibility to textbook, etc. in the UTHSC library.
3. The Executive Associate Dean of Academic Affairs may determine if an alternative to the nature of the exam is allowed (such as the acceptance of a standardized national exam).
4. The examination **may be taken only once**. Grades will be posted on the student's permanent academic transcript as an earned course grade of A-F and will be calculated as part of the student's cumulative GPA.

Procedure for Earning Credit by Examination:

Who may apply for Credit by Exam?

- RN-BSN students admitted to UTHSC CON with a minimum 2.00 GPA.

SJ/mw: 3/2019

Approved by CON Curriculum Comm: 7/1/2019

Approved by CON Faculty Comm: 7/22/19

- RN-BSN students enrolled in NSG 442: Health Assessment Across the Lifespan, NSG 441: Pathophysiology Across the Lifespan, or NSG 443: Pharmacology Across the Lifespan.
- RN-BSN students who have not previously taken NSG 442: Health Assessment Across the Lifespan, NSG 441 Pathophysiology Across the Lifespan, or NSG 443: Pharmacology Across the Lifespan for credit.

What is a passing grade and what does it look like on the student record?

- To receive credit, the exam grade should be equivalent to at least a "C" based on the BSN Program grading system documented in the UTHSC Academic Bulletin (Students must earn both a "C" on the written exam **AND** a "P" (Pass) on the comprehensive physical examination to earn credit for *NSG 442: Health Assessment Across the Lifespan*).
- Successful completion of the course by examination will result in a course grade of A-F entered into student official records.

What is the process?

1. Access the Application for Undergraduate Credit by Examination via the UTHSC College of Nursing RN to BSN website. Students may either complete applications online or print or return completed applications to the College of Nursing's Office of Student Affairs.
2. The RN-BSN Concentration Coordinator or the Executive Associate Dean of Academic Affairs for the College of Nursing must approve completed applications. Either must authorize permission to complete exams for course credit under Section III (Permission/Review) of the completed application.
3. After receiving notification of approval to complete exams for course credit, a \$200 exam fee must be paid for each course in which students plan to receive credit. Exam fees should be paid directly to the UTHSC Bursar's Office (62 South Dunlap, Suite 103).

Please note: Exam fees must be paid prior to the scheduling and administration of the exam. Exam fees are non-refundable.

4. The original payment receipt received from the Bursar's Office (not a copy) should be submitted to the College of Nursing's Office of Student Affairs. Following payment receipt submission, the RN-BSN Concentration Coordinator will schedule exam completion for students.
5. Exams taken to provide credit for NSG 442: Health Assessment Across the Lifespan, NSG 441: Pathophysiology Across the Lifespan, and/or NSG 443; Pharmacology Across the Lifespan, must be completed during the first two weeks (10 business days) of the semester/term.

Academic Department Actions:

1. The RN-BSN Concentration Coordinator should verify students' successful completion of attempted examinations.
2. The RN-BSN Concentration Coordinator will notify the Offices of the Registrar and the Associate Dean of Academic Affairs of student exam completion and grade assignment.

Registrar Office Actions:

1. The Office of the Registrar will enter earned credit to the student's academic record and will then forward a notice of credit granted to both the student, the RN-BSN Concentration Coordinator and/or the Executive Associate Dean of Academic Affairs for the College of Nursing.

**University of Tennessee Health Science Center
Application for Undergraduate Credit by Examination**

SECTION I

NAME _____ STUDENT ID _____

DATE _____ ADDRESS _____
Street City State ZIP

MAJOR _____ INITIAL TERM of ENROLLMENT _____

Permission is requested to take an examination for credit in the course(s) listed below:

1) _____
Course Number Course Title (as stated in The UTHSC Academic Bulletin)
Semester Credits

2) _____
Course Number Course Title (as stated in The UTHSC Academic Bulletin)
Semester Credits

3) _____
Course Number Course Title (as stated in The UTHSC Academic Bulletin)
Semester Credits

SECTION II

CERTIFICATION OF ELIGIBILITY:

_____ Student has 2.00 GPA or better

_____ Student record does not reflect having taken course previously

_____ Date _____
CON Office of Student Affairs

SECTION III

PERMISSION GRANTED: _____
RN-BSN Concentration Coordinator Date

PERMISSION GRANTED: _____
Executive Associate Dean of Academic Affairs Date

SECTION IV

COST: \$200 exam fee (Student must retain receipt and present it at time of exam)

CALCULATION _____ X \$200/course = _____
No. Courses Total Due

Date _____ Receipt No. _____ Amount \$ _____

CERTIFICATION OF CREDIT BY EXAMINATION

This form and the original payment receipt must be presented prior to taking the exam.

RN BSN Program Director is responsible for recording receipt number and amount paid in Section III

SECTION V

This is to certify that the student listed above has successfully completed the prescribed examination for:

_____ on _____
Course Number(s) Course Title(s) Date

_____ on _____
Course Number(s) Course Title(s) Date

with a grade of "C" or better. The student should receive _____ semester credits.

Executive Associate Dean of Academic Affairs

Date

PROCEDURES FOR PROCESSING THE CREDIT BY EXAMINATION FORM:

1. Access the Application for Undergraduate Credit by Examination via the UTHSC College of Nursing RN to BSN website. The CON Office of Student Affairs certifies in Section II that the student is eligible to take the examination(s).
2. Approval from the RN-BSN Concentration Coordinator **or** Executive Associate Dean of Academic Affairs will be obtained electronically in Section III.
3. The student makes a payment of \$200 per course to the Bursar's Office. Fees must be paid prior to the scheduling and administration of examinations and are non-refundable.
4. The student presents the payment receipt to the RN-BSN Concentration Coordinator prior to scheduling the examination. The receipt number and payment amount will be recorded and placed into the student's record.

PROCEDURES FOR PROCESSING RECOMMENDATION FOR GRANTING CREDIT:

1. Upon satisfactory completion of the prescribed examination(s), the RN-BSN Concentration Coordinator will notify the Offices of the Registrar and the CON Office of Academic Affairs regarding the credit to be granted to the student and the students' earned grade assignment.
2. A notice of the credits granted/grade assignment will be forwarded to the student.

REGULATIONS GOVERNING GRANTING OF CREDIT BY EXAMINATION:

1. Any admitted RN-BSN student who has a 2.00 GPA may submit an application to take an examination to receive credit for NSG 441 Pathophysiology Across the Lifespan, NSG 442 Health Assessment Across the Lifespan, and/or NSG 443 Pharmacology Across the Lifespan. A student who has been admitted, but has not yet enrolled for the above-mentioned courses will be eligible to complete examinations until the start date of the specified course.
2. Credit by examination cannot be earned if the specified course has already been taken for credit.
3. After the RN-BSN Concentration Coordinator certifies student eligibility to take examinations per the requirements above, permission to take credit by examination must be obtained from the CON Office of Academic Affairs in which credit is sought.

4. The form of the examination, the method of administration, and the time of the examination are left to the discretion of the RN-BSN Concentration Coordinator and Executive Associate Dean of Academic Affairs.
5. To receive credit, the student's examination grade should be a grade equivalent to at least a "C".
6. Credit earned by examination is considered transfer credit. The total amount of transfer credit accepted toward the degree cannot exceed the maximum total of 9 hours at the graduate level or 25% of the undergraduate Program of Study at the undergraduate level.