MESSAGE FROM THE PRESIDENT

One of the most important decisions you will make in your lifetime is where to attend college. I am honored that you are exploring Sumner College as a possible choice to continue your academic journey. Our blueprint for student success is focused on student engagement. We support active participation in an academic environment that challenges critical thinking, provides ‘real world’ career preparation, instills deep rooted morals and strong values, while inspiring the journey of lifelong learning.

Every college has a unique approach to education. Our approach encompasses a sense of community focusing on servant leadership. This unique culture enriches the lives of our students by supporting the philosophy of student engagement that results in the sharing of ideas and respecting other points of view.

Our strongest testament is our graduates, clinical sites, and community partners who consistently acknowledge Sumner College as an excellent choice for those wishing to pursue a career in the nursing field.

We understand you have a number of options available in your pursuit of higher education. If you are seeking an environment that promotes a genuine sense of community focused on student success, I would encourage you to consider Sumner College to find out if we are the right choice for you.

Joanna S. Russell

President
Sumner College
Why Sumner College?

Prerequisite coursework is not required

Program is designed to be completed in 50 weeks

Skills labs provide hands on practice to prepare you for clinical experiences

The College has been accredited since 1978 with a focus on high quality, career focused education

The College schedules all of the courses to assure course requirements can be met in 5 terms

Graduates will be prepared to sit for the National Council Licensure examination (NCLEX-PN) for licensure as a practical nurse

PRACTICAL NURSING PROGRAM OVERVIEW

The practical nursing program at Sumner College is 50 academic weeks in length and includes 75.5 credit hours of combined nursing and general education courses. Students receive classroom instruction, laboratory practice, and clinical experience in medical, surgical, pediatric, adult, geriatric, and community practice settings. Students work as members of the healthcare team under the supervision of qualified registered nurse faculty. Graduates of the program may apply to the Oregon State Board of Nursing (OSBN) to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Once licensed, the graduate may be employed as a Licensed Practical Nurse (LPN).

FACILITIES & EQUIPMENT

The college utilizes the latest technology and advances to prepare students to serve as nursing professionals in the healthcare industry. Simulation and skills labs offer hands-on learning opportunities that utilize technology-based interactive computerized mannequins; focusing on adult health, pediatrics, maternal and newborn nursing.

Students are exposed to evidence-based practice in real-life healthcare situations that encourage student participation and the development of critical thinking in a safe and controlled environment.

“The teachers are there supporting you, they are interested in your success and that makes a huge difference in motivation.”

- Kristen W.
Sumner Graduate
PROMOTING EXCELLENCE IN NURSING
We strive to create an educational environment that fosters the development of ethical, competent, and caring nurses that will shape and lead our future nursing workforce. It is our responsibility to provide our students with the knowledge, skills, and ability needed to become successful in their chosen field. Upon completion of the program, graduates will be prepared to sit for the National Council Licensure Examination (NCLEX-PN) for licensure as a practical nurse.

ADMISSIONS PROCESS
Individuals applying for the practical nursing program must meet the following requirements to be considered for admittance. Applications may be hand delivered or submitted via email, or mail; faxed applications will not be accepted. Submission of an application does not guarantee admission into the program. Previous enrollment in a program at Sumner College does not guarantee admission into the program. Work experience in the medical field is not required to be considered for acceptance into the program.

PROGRAM REQUIREMENTS
High School Diploma or GED
Applicants must be at least 18 years of age and have either a:
   a) High School Diploma; or
   b) GED or equivalent issued from a state authority

Essays
The Practical Nursing program will demand an extensive amount of your time for classroom instruction, skills lab, and clinical experiences. Attendance is mandatory for all parts of the program. Being absent or tardy is considered unprofessional behavior. The nursing program is guided by ethical and professional principles. Essay questions are reviewed and points are awarded on a scale of 0-5.

Directions
● Place name at the top of each essay
● Essays should be typed, double-spaced, in 12 pt. Times New Roman font
● Title each essay with the question
● Begin each essay on a separate page
● All essays must be at least one full page in length

The essay questions are as follows:
1. Why are you pursuing a career as a nurse?
2. What makes you capable of being a nurse?
3. Explain in detail how you will commit to the demands and responsibilities of a nursing program.
Accuplacer Test
Applicants must complete a Accuplacer test request form prior to taking the exam. There is a $15.00 non-refundable testing fee due at the time you reserve your testing date. This fee is applied to the registration fee if a student is admitted to the program. Applicants must obtain a overall score of a 60% or higher on the Accuplacer to be considered for admittance into the program. Applicants must provide a form of Government ID (ex: driver’s license) to sit for the Accuplacer test.

The Accuplacer test is comprised of three different sections covering Math Diagnostics, Reading Diagnostics, and Writing Diagnostic. Each section is weighted equally. The test is a multiple choice assessment of basic academic knowledge in reading, mathematics, and writing. The objectives assessed on the Accuplacer test are those which nurse educators deemed most appropriate and relevant to measure entry level skills and abilities of nursing program applicants.

A minimum of 4 points must be awarded on the accuplacer test to proceed in the application process

If an applicants overall score is 69.9% or lower, the applicant can take the test after 14 days. After the second attempt, the applicant must wait 12 months before being allowed to retake the test. A testing fee is charged for each attempt.

Letters of Recommendation
Applicants must submit a minimum of one letter of recommendation. The college strongly recommends that the letter is submitted on professional letterhead and includes contact information. Acceptable letters of recommendation may include current or previous supervisors, hiring managers, or academic instructors. Please contact the admissions department with additional questions.

Application
Applications can be submitted to the front desk at Cascade Station via email, or standard mail.

Mail:
Sumner College Cascade Station
Attn: PN Application
8338 NE Alderwood Road Ste. #100
Portland, OR 97220
email: admissions@sumnercollege.edu
Admissions Appointment
All applicants are required to attend a mandatory appointment with a Sumner College Admissions Representative. This appointment focuses on admissions and program requirements, curriculum and credit hours, class schedules, clinical experiences and NCLEX preparation. Prospective students have the opportunity to discuss any questions they may have about the program or the college at this time. Additional admission appointments may be arranged at the request of the student.

Final Selection
Applicants who complete the compass test, essays, and submit references will be eligible for the final cohort selection. Based on points given for each section, students meeting the minimum point requirements will be accepted into the practical nursing program.

PROGRAM POLICIES

Health Forms
All Students are screened for immunity to Measles, Mumps, Rubella, Varicella, and Tuberculosis in accordance with Sumner College policies. All students are required to submit proof of immunization for the following, prior to their initial clinical practice site visit: Measles, Mumps, Rubella, Varicella, and Tuberculosis; Tetanus-Dephtheria-Pertussis Toxiod (within the last 10 years), and Hepatitis B or titer. The Hepatitis B series must be started by the stated deadline, and can be completed during the first term of the program.

Students must possess certain abilities and skills necessary to provide and maintain safe and effective care. Students must be able to perform the physical requirements necessary for the practical nursing program. An immunization form must be completed by a physician, physician assistant, or nurse practitioner and be submitted before the beginning of the program.

Drug Screening
A drug screen is required for admittance into the practical nursing program. Any evidence of drug use or a positive drug screen may result in an automatic dismissal from the program. The drug screen must be completed prior to the start of clinical. This date is determined by the college. Random drug screens may be conducted during the 9 terms of the program.

Criminal Background
All students enrolled in the practical nursing program will be required to complete a criminal background check. The criminal background check gives permission for an agency to access all criminal case data including conviction, non-conviction, and pending data. Depending on the contents of the student’s criminal record, participation in clinical or field placement may be denied. In addition, a sex offender check may be required.

Failure to complete or participate in any required agency screening will result in the practical nursing student not being placed at that agency, which may lead to possible dismissal from the program.
TRANSFER CREDITS

Students wishing to transfer credits must complete the Sumner College Transfer Credit Request Form included in college application. Submission of this form does not guarantee approval of transfer credit. Official transcripts must be received by Sumner College for evaluation.

The transferability of credits you earn at Sumner College is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the degree, diploma or certificate you earn in a program of study is also at the complete discretion of the institution to which you may seek to transfer. If credits, degree, diploma, or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution which you may seek transfer to after attending Sumner College to determine if your academic credits, degree, diploma, or certificate will transfer.

There are two types of accreditation in post secondary education: Regional Accreditation and National Accreditation. Regional accreditation is granted to an institution by one of six regional accrediting bodies recognized by the United States Department of Education depending on the institution’s location. Regionally accredited institutions tend to place a greater emphasis on academic research and services and less on specific student learning outcomes. National accreditation is granted to an institution by an agency recognized by the United States Department of Education and is focused on the educational process and student learning outcomes including placement, retention and licensure pass rates. Nationally accredited institutions predominantly offer career and/or technical programs with a strong emphasis on preparing students for careers and future success in their fields of study.

Sumner College is a nationally accredited institution and credits granted from our college will most likely not transfer to a regionally accredited institution unless the college has a pre-determined articulation or transfer credit agreement. The programs at Sumner College are designed to prepare students for a specific professional objective and are not intended to be a transfer program. The transfer of Sumner College credits to other schools is always at the discretion of the receiving school, generally dependent on comparability of curricula and may depend on comparability of accreditation. Sumner College cannot guarantee the transferability of credits and students intending to transfer to another institution should always check with that school.

Maximum transfer credit for all applicants wishing to transfer previous coursework is 25%. Final determination is the decision of Sumner College.

Transfer credit will be evaluated by the Director of Education and submitted to the Registrar. The transferability of a course depends upon many factors, including but not limited to the scope of the course and content, date in which the course was completed, credit hours, and accreditation. If an applicant is accepted into the program and wishes to transfer credit, an official transcript must be received within 30 days of the start of their first term of study.

If an official transcript is not received by The College within 30 days from the start date of the program, the student will not be awarded transfer credit.

Students should be aware actual degree requirements vary from institution. Transferability of credit is always the decision of the school in which you wish to transfer, and is never within the control of the credit granting institution.
# PRACTICAL NURSING PROGRAM

Length of Program: 50 Weeks, 5 Terms  
TOTAL CREDITS: 75.5  
Diploma Program  
Location: Parkway Campus & Cascade Campus

<table>
<thead>
<tr>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>QUARTER CREDITS</th>
<th>CLOCK HOURS</th>
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<tr>
<td>BIO 131</td>
<td>Anatomy &amp; Physiology I ................................</td>
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<tr>
<td>BIO 132</td>
<td>Anatomy &amp; Physiology II ................................</td>
<td>4.0</td>
<td>40</td>
</tr>
<tr>
<td>BIO 133</td>
<td>Anatomy &amp; Physiology III ................................</td>
<td>4.0</td>
<td>40</td>
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<tr>
<td>MED 101</td>
<td>Medical Terminology ..................................</td>
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<tr>
<td>PHA 101</td>
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<tr>
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<td>85</td>
</tr>
<tr>
<td>NUR 102</td>
<td>Nursing Fundamentals II ................................</td>
<td>5.5</td>
<td>85</td>
</tr>
<tr>
<td>NUR 103</td>
<td>Nursing Fundamentals III ................................</td>
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<td>Nursing Fundamentals IV ................................</td>
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<td>NUR 112</td>
<td>Clinical Nursing I ....................................</td>
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<td>60</td>
</tr>
<tr>
<td>NUR 113</td>
<td>Clinical Nursing II ...................................</td>
<td>2.0</td>
<td>60</td>
</tr>
<tr>
<td>NUR 114</td>
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<tr>
<td>NUR 124</td>
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<td>NUR 180</td>
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<td>NUR 190</td>
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<td>NCL 130</td>
<td>PN ATI Preparation I ..................................</td>
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</tr>
<tr>
<td>NCL 140</td>
<td>PN ATI Preparation II ..................................</td>
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<td>NCL 150</td>
<td>NCLEX Predictor Testing ................................</td>
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<td>NUR 115</td>
<td>Alternative Therapies .................................</td>
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<td>ENG 102</td>
<td>English Composition ...................................</td>
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<tr>
<td>PSY 101</td>
<td>Psychology I ...........................................</td>
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** GENERAL EDUCATION COURSES **

<table>
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<tr>
<th>COURSE NUMBER</th>
<th>COURSE TITLE</th>
<th>QUARTER CREDITS</th>
<th>CLOCK HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>NUR 112</td>
<td>Clinical Nursing I ............</td>
<td>2.0</td>
<td>60</td>
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<tr>
<td>NUR 113</td>
<td>Clinical Nursing II ...........</td>
<td>2.0</td>
<td>60</td>
</tr>
<tr>
<td>NUR 114</td>
<td>Clinical Nursing III ...........</td>
<td>2.0</td>
<td>60</td>
</tr>
<tr>
<td>ENG 102</td>
<td>English Composition .............</td>
<td>4.0</td>
<td>40</td>
</tr>
<tr>
<td>PSY 101</td>
<td>Psychology I .....................</td>
<td>4.0</td>
<td>40</td>
</tr>
</tbody>
</table>

Total 75.5  1125

“I have a career now that I can be in forever... 
It’s nice knowing that I have a career that is 
going to last my whole life.” - Krista A. 
Sumner Graduate
Resources To Start
Your Academic Journey...

Academic Services:
- LIRN Online Library
- Skills Lab Remediation
- Refresher Courses
- Nursing Club
- Tutoring Options
- Sumner College Grant Program
- NCLEX Prep Package
- Academic Student Drive
- Course Audits
- Study Groups

Student Services:
- Part-Time Job Assistance
- Campus Events
- Relocation Housing Connections
- Student Appreciation Days
- Carpool Options
- Student Recognition Programs

Career Services:
- On Campus Hiring Events
- Assistance with Career Placement
- Resume Workshops
- Employer Connections
- Networking Opportunities
- Guest Speakers
The tuition amount referenced above is the cost for students who complete all 75.5 credits at Sumner College that are required for graduation. If a student is transferring credit (please see transfer credit policy) the tuition amount may be less than indicated above. Books, supplies and lab fees include all items required for graduation, including: NCLEX Preparation Package, lab supplies, textbooks, study guides, computer lab fees, library and online resources, drug screening, background checks, and administrative clinical paperwork.

info@sumnercollege.edu
<table>
<thead>
<tr>
<th><strong>Program Name:</strong></th>
<th>Practical Nursing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Occupational Name:</strong></td>
<td>Licensed Practical Nursing (LPN)</td>
</tr>
<tr>
<td><strong>Program Level:</strong></td>
<td>01 - Undergraduate Certificate</td>
</tr>
<tr>
<td><strong>Program Length:</strong></td>
<td>13 Months</td>
</tr>
<tr>
<td><strong>Job Placement Rate:</strong></td>
<td>84% Placement: This data includes all graduates of the program as reported.</td>
</tr>
<tr>
<td><strong>Retention Rate:</strong></td>
<td>94% This data includes all graduates of the program as reported.</td>
</tr>
<tr>
<td><strong>Total Cost of Program:</strong></td>
<td>Application Fee: $50.00  Registration: $100.00  Books, Lab Fees and Supplies: $3,365.00  Graduation Fee: $40.00  Tuition: $27,180.00</td>
</tr>
<tr>
<td><strong>Programmatic and Institutional Accrediting Bodies</strong></td>
<td>ABHES: Accrediting Bureau of Health Education Schools  OSBN: Oregon State Board of Nursing</td>
</tr>
<tr>
<td><strong>Transfer of Credit and Transfer Articulation Agreements with other Institutions</strong></td>
<td>Articulated Course by Course Agreements: Walla Walla University  University of Portland</td>
</tr>
<tr>
<td><strong>Average time students take to graduate by program, and at whole school level (7/1/2016 - 6/30/2017)</strong></td>
<td>On-Time Graduation Rate: 100%  Average Time to Complete: 52 weeks</td>
</tr>
<tr>
<td><strong>Graduation Rate:</strong></td>
<td>99% Rate.</td>
</tr>
<tr>
<td><strong>Median Borrowing:</strong></td>
<td>Federal Loans: $16,500.00  Private Loans: $3,109.00  Institutional Debt: $0.00</td>
</tr>
<tr>
<td><strong>Gainful Employment results as outlined under U.S. Department of Education accountability metrics</strong></td>
<td>Median salary: $22.90 per hour  This average starting salary of Summer graduates is for the reflected reporting year. This information has been verified by the employer through documented employment verifications.  Not all employers provide salary information.</td>
</tr>
</tbody>
</table>
Personal Information

Name: ___________________________________________________________________________________

Address: ___________________________________________________________________________________

Street     Apartment

City     State     Zip

Home Phone    Work Phone    Cell Phone

Drivers License Number: ______________________________    Gender: ________________________________

Email address: ______________________________________

Have you previously applied and been denied admission to Sumner College: ____________________________________

If yes, please provide dates and the name under which you previously applied: ____________________________________

Have you previously been enrolled in at Sumner College: ___ Yes     ___ No

If yes, please provide dates and the name under which you previously applied: ____________________________________

Are you a U.S. Citizen? ___ Yes   ___ No   Country of Citizenship: ______________________________________________

* NOTE: If you are not a U.S. Citizen please send a copy of your permanent residency status

When do plan to begin classes: (Month) _____________________________________________________

How did you hear about Sumner College: ____________________________________________________

The following information is a request on a voluntary basis by the Department of Education. Failure to respond will not affect the admission decision.

Ethnic Origin:

__ American Indian or Alaskan Native   __ Asian or Pacific Islander   __ White, Non - Hispanic

__ Other _______________________   __ Black, Non -Hispanic   __ Hispanic

Referrals

Names of friends/family members who would benefit from a Sumner College educational program. Use another Sheet if necessary.

Name: _____________________________________________    Phone: _________________________

Name: _____________________________________________    Phone: _________________________

Name: _____________________________________________    Phone: _________________________
Practical Nursing Application for Admission

Academic Information

Do you have a physical or learning disability?  ___ Yes    ___ No
If yes, please describe and list specific accommodations needed to fully benefit from your educational experience.
(attach separate sheet if necessary): ______________________________________________________

Please circle the last year of school completed:  8  9  10  11  12  13  14  15  16  GRAD  +
High school/GED: _____________________________________     Year Graduated:__________________
City, State: __________________________________________

College: ____________________________________________   Years Attended: ______ ____________
City, State: __________________________________________

College: ____________________________________________   Years Attended: ______ ____________
City, State: __________________________________________

Personal References

Name of family member that does not live with you:
Name: _____________________________________________   Phone: _________________________

Emergency contact:
Name: _____________________________________________   Phone: _________________________
Relationship: ________________________________________

Disciplinary History

Have you ever been convicted of or pleaded no contest to a misdemeanor, felony or other crime? (Note: You are not required to include in your answer crimes for which record has been officially sealed, expunged or eradicated by law.)    ___ Yes     ___  No
Since turning 17, have you ever been expelled, suspended, dismissed from, or placed on probation at any educational institution for any disciplinary violation? ___ Yes    ___ No
If you answered YES to either or both questions please provide details and dates on a separate sheet of paper.

I certify that all information I have submitted in this application process, including my application and any supporting materials, are complete, factually correct and honestly represented. I understand that I may be subject to disciplinary action, including but not limited to revocation of my admission or expulsion for providing any false or misleading information.

Non Discriminatory Policy

Sumner College does not discriminate against students or potential students on the basis of race, creed, color, national origin, sex, sexual orientation, marital status, religion, age, disability, citizenship or veteran or military status, or the presence of any sensory, mental, or physical disability or the use of a trained guide dog or service animal by a person with a disability. The school does not discriminate against a student with a disability who requests a reasonable accommodation in any of its activities, programs, admission policies, academics, advertising, placement or any other services, activities or functions of the college. Sumner College endeavors at all times to be in full compliance with Title IX and the Educational Amendment Act of 1972. Discrimination in any form will not be tolerated by Sumner College, whether by students, staff or faculty and is cause for dismissal. Any person unlawfully discriminated against, as described in ORS 345.240, may file a complaint under ORS 659A.820 with the Commissioner of the Bureau of Labor and Industries.

Student Signature ___________________________________________     Date ____________

Official Use Only
Rep. _______________         DOE interview _________        FA ___________      Eligible for enrollment ________
MISSION STATEMENT

Sumner College strives to provide quality education and instruction to all students. We feel it is our responsibility to provide our graduates with the knowledge, skills and ability needed to become competitive and successful in their chosen field. We are dedicated to promoting intellectual growth and development for all of our students in a safe and secure learning environment.