

Policy AA3.03: Admissions and Enrollment Policy

Oversight	Information
Policy Type	Academics, Admissions
Policy Owners	Chief Academic Officer, Director of Admissions
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Purpose

Details important administrative rules and requirements associated with student interaction and acceptance from when the student expresses interest in an academic program through enrollment (admission) at the university. Programmatic requirements for admission can be found in the academic catalog.

Policy

Non-Discrimination Policy

In accordance with Title IV of the Civil Rights Act of 1964, Title IX of Educational Amendments of 1972, Section 5 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, American Sentinel College of Health Science admits all qualified applicants regardless of race, ethnicity, culture, language, color, creed, religion, age, national origin, gender, sex, disability, sexual orientation, gender identification, veteran status, social economic class, genetic information, or status with regard to public assistance.

The university recruits and admits those applicants who have the potential to successfully complete the educational programs. The applicant's motivation and interest in succeeding in his/her chosen business field are important factors for admission consideration as well as the applicant's academic background and qualifications.

Right to Deny Admissions

Admission to American Sentinel College of Health Science is open to applicants whose academic record and qualifications suggest that they can benefit from the online educational experience. The University reserves the right to refuse admission to any applicant if the University, in its sole discretion, determines that the applicant does not have the ability to benefit from the University's instruction or that it is in the best interest of the University or the applicant to do so.

In making its determination, the University may consider not only the applicant's academic record and qualifications, but also the applicant's character and personality. As part of this process, the University may require an applicant to submit biographical and other information, including references. Applicants are considered for admission without regard to their race,



ethnicity, culture, language, color, creed, religion, age, national origin, gender, sex, disability, sexual orientation, gender identification, veteran status, social economic class, genetic information, or status with regard to public assistance.

The University reserves the right to deny re-admission to applicants who violated academic integrity and/or failed to make academic progress as outlined in the University catalog or when it is deemed in the best interest of the University or the applicant to do so. Applicants for re-admission may be required to document improvement of circumstances prior to enrollment.

RN to Bachelor of Science (RN to BSN) in Nursing Program Requirements

To be considered for admission to the American Sentinel College of Health Science RN to BSN program, applicants must submit the following.

- A completed application.

Applicants educated within the United States, Canada* or US territories* who hold a U.S. Registered Nurse (RN) license must submit the following:

- A copy of their active and unencumbered U.S. RN license.
- Official transcripts** from each post-secondary institution attended showing a minimum GPA of 2.0 on a 4.0 scale. The institution(s) must send the transcripts directly to American Sentinel College of Health Science.
 - Nursing education must be from a hospital school of nursing or an associate degree nursing program accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.
 - Applicants whose GPA is below 2.0 will be considered for admission but must provide a separate statement indicating a) any extenuating circumstances that may have contributed to the lower GPA, b) their reasons for seeking the BSN degree and c) how they intend to succeed.
- Applicants holding a bachelor's degree in another field will automatically be awarded 30 general education credit hours to meet the degree requirements for RN to BSN.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following.

- A copy of their active and unencumbered U.S. RN license.
- An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, the Association for International Credential Evaluation Professionals ([TAICEP](#)), the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. nursing school.
- To receive transfer credits for courses from institutions outside the United States, your NACES, AICE, TAICEP, or CGFNS evaluation will need an approved course-by-course academic report. This report must be submitted at the time of evaluation in order for the transfer credits to be considered.



Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following:

- A Validation of Licensure Report that shows evidence that the applicant is legally authorized to practice as a professional nurse in the geographical area in which the applicant works. CGFNS is an agency that can provide documentation acceptable to American Sentinel College of Health Science.
- An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, the Association for International Credential Evaluation Professionals (TAICEP), or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. nursing school.
- To receive transfer credits for courses from institutions outside the United States, your NACES, AICE, TAICEP, or CGFNS evaluation will need to be a course-by-course report. This report must be submitted at the time of evaluation in order for the transfer credits to be considered.

Applicants holding a bachelor's degree in another field will automatically be awarded 30 general education credit hours to meet the degree requirements for RN to BSN.

Colorado Articulation

American Sentinel College's RN to BSN program is based on the Colorado Nursing Articulation Model, a statewide agreement that permits registered nurses who are graduates of a hospital school of nursing or who have an associate degree accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education to articulate to a RN to BSN program without testing.

Under this model, applicants receive "block" transfer credit for their original nursing education without evaluation of specific nursing courses or testing in nursing content areas. Students entering American Sentinel College's RN to BSN program with a diploma in nursing or an associate degree in nursing plus an unencumbered, current RN license will automatically be awarded 60 credit hours for their U.S. license and original nursing curriculum, including foundational courses.

Early Admission to the RN to Bachelor of Science Nursing Program (RN to BSN)

Early admission is for graduates of Associate Degree Nursing (ASN/ADN or diploma) programs to begin the RN to BSN program prior to passing the NCLEX-RN.

Program requirements:

- Enroll within four months of graduation with an ASN/ADN or Nursing Diploma
- Have not yet taken the NCLEX-RN



- Letters of recommendation from director or dean of ASN/ADN program verifying aptitude to be successful on the NCLEX-RN® exam and in the RN to BSN program
- Meet all other requirements for admission to the RN to BSN program with exception of an active and unencumbered U.S. RN license.

If approved by the Dean, Nursing and Healthcare Programs or their designee, applicants are conditionally admitted to the RN to Bachelor of Science Nursing program. Students admitted under this policy may take only one course at a time and may earn a maximum of six credits (BSN405 and BSN410) before they must provide evidence of having earned their registered nurse (RN) licenses. Students must submit proof of their active and unrestricted RN license by the end of their second term/course. A registration hold will be placed on all students admitted under this policy that prevents them for registering for additional courses until the license requirements has been met. Students who fail to provide this information will not be allowed to continue in the program until this requirement is met. Students who fail the NCLEX-RN® exam the first time they take it will not be allowed to enroll in any additional courses until the licensure requirement is met. Early Admission is not available for the RN to BSN Powered by SIMPath® program.

MSN/MBA Healthcare Program Requirements

To be considered for admission to the American Sentinel College of Health Science MSN/MBA Healthcare dual degree program, the following must be submitted:

- A completed application.
- A resume, curriculum vitae or list of professional accomplishments.
- Detailed essay on each of the items below (approximately 3-4 paragraphs)
 - Your professional background and accomplishments
 - Why this program is a good fit for your interests and academic goals
 - Your plans for balancing work, school, and life
 - Your future career goals and how the program will help you achieve these goals

Applicants educated within the United States, Canada* and US Territories* who hold a U.S. RN License must submit the following:

- A copy of your active and unencumbered U.S. RN license.
- Official transcripts** from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel College of Health Science.
- Your nursing education must be from a Bachelor of Science Nursing degree program with a minimum 2.0 GPA earned on a 4.0 scale and accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following:

- A copy of your active and unencumbered U.S. RN license.

- An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. Bachelor of Science nursing program with a minimum GPA of 2.0 on 4.0 scale.
- To receive transfer credits for courses from institutions outside the United States, your NACES, AICE, TAICEP or CGFNS evaluation will need an approved course-by-course academic report. This report must be submitted at the time of evaluation in order for the transfer credits to be awarded. An official copy of the report or an official copy of the transcripts will be required.

Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following:

- A Validation of Licensure Report that shows evidence that you are legally authorized to practice as a professional nurse in the geographical area in which you work. CGFNS is an agency that can provide documentation acceptable to American Sentinel College of Health Science.
- An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. Bachelor of Science nursing program with a minimum GPA of 2.0 on 4.0 scale.
- To receive transfer credits for courses from institutions outside the United States, your NACES, AICE, TAICEP or CGFNS evaluation will need an approved course-by-course academic report. This report must be submitted at the time of evaluation in order for the transfer credits to be awarded. An official copy of the report or an official copy of the transcripts will be required.

** Schools located within the United States, Canada, or US Territories that have transcripts issued in a language other than English are considered foreign and applicants must provide an Academic Report from a member organization, member organization, or the certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. nursing school. In addition, American Sentinel College reserves the right to request an Academic Report from NACES, AICE, or CGFNS for education taught in English and obtained in Canada or US Territories if deemed necessary.*

*** Unofficial copies may be submitted for the purposes of evaluation and acceptance but must contain proof of minimum degree conferral and minimum GPA. If the unofficial transcript does*

not have completion or conferral status, the applicant must also provide a copy of their diploma. Official copies of transcripts with degree conferral date and minimum GPA must be received by the Registrar's Office by the end of the first 8-week term. If the applicant fails to submit such official documents on time, he or she will be disallowed from starting future courses until the official transcripts are received, and subsequently be withdrawn for failing to provide them.

MBA Healthcare Program Requirements

To be considered for admission to the American Sentinel College of Health Science MBA Healthcare degree program, the following must be submitted:

- A completed [application](#).
- A resume, curriculum vitae or list of professional accomplishments
- Detailed essay on each of the items below (approximately 3-4 paragraphs)
 - Your professional background and accomplishments
 - Why this program is a good fit for your interests and academic goals
 - Your plans for balancing work, school, and life
 - Your future career goals and how the program will help you achieve these goals
- Official transcripts** from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel College of Health Science.
 - To enroll in a graduate program, you must have a bachelor's degree with a minimum GPA of 2.0 (as shown on the degree transcript) from a college or university accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.

To receive credits for courses or degrees from institutions outside the U.S., Canada* or U.S. territories*, you must have your academic transcripts evaluated and certified by a National Association of Credential Evaluation Services member organization, which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel College of Health Science. Depending on the program, if you have a foreign degree you will need to request either a general or expanded report from the evaluator.

Master of Science Nursing (MSN) Program Requirements

To be considered for admission to the American Sentinel College of Health Science MSN program, all applicants must submit the following:

- A completed application.
- A résumé, curriculum vitae or list of professional accomplishments.
 - Detailed essay on each of the items below (approximately 3-4 paragraphs)
 - Your professional background and accomplishments
 - Why this program is a good fit for your interests and academic goals
 - Your plans for balancing work, school, and life
 - Your future career goals and how the program will help you achieve these goals



Applicants educated within the United States, Canada*, and US Territories* who hold a U.S. RN License must submit the following:

- A copy of the applicant's active and unencumbered U.S. RN license.
- Official transcripts** from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel College of Health Science. Your nursing education must be from a Bachelor of Science Nursing degree program with a minimum 2.0 GPA earned on a 4.0 scale and accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following.

- A copy of the applicant's active and unencumbered U.S. RN license.
- An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. Bachelor of Science nursing program with a minimum GPA of 2.0 on 4.0 scale.
- To receive transfer credits for courses from institutions outside the United States, your NACES, AICE, TAICEP or CGFNS evaluation will need an approved course-by-course academic report. This report must be submitted at the time of evaluation in order for the transfer credits to be awarded. An official copy of the report or an official copy of the transcripts will be required.

Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following.

- A Validation of Licensure Report that shows evidence that the applicant is legally authorized to practice as a professional nurse in the geographical area in which he/she works. CGFNS is an agency that can provide documentation acceptable to American Sentinel College of Health Science.
- An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [the Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. Bachelor of Science nursing program with a minimum GPA of 2.0 on 4.0 scale.
- To receive transfer credits for courses from institutions outside the United States, your NACES, AICE, TAICEP or CGFNS evaluation will need an approved course-by-course academic report. This report must be submitted at the time of evaluation in order for the transfer credits to be awarded. An official copy of the report or an official copy of the transcripts will be required.



Registered Nurse to Bachelor of Science Nursing/Master of Science Nursing (RN to BSN/MSN) Requirements

To be considered for admission to the American Sentinel College of Health Science RN to BSN/MSN program, the following must be submitted:

- A completed application.
- A resume, curriculum vitae or list of professional accomplishments.
- Detailed essay on each of the items below (approximately 3-4 paragraphs)
 - Professional and academic background, skills, and accomplishments.
 - Why this program is a good fit for your interests and academic goals.
 - Your plans for balancing work, school, and life
 - Your future career goals and how the program will help you achieve these goals.

Applicants educated within the United States, Canada* or US Territories* who hold a U.S. RN License must submit the following:

- A copy of the applicant's active and unencumbered U.S. RN license.
- Official transcripts** from each post-secondary institution attended. Applicants must have earned a minimum GPA of 2.0 on a 4.0 scale in their associate degree nursing or diploma nursing program. The institution(s) must send the transcripts directly to American Sentinel College of Health Science.
- The applicant's nursing education must be from a hospital school of nursing or an associate degree nursing program accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following:

- A copy of the applicant's active and unencumbered U.S. RN license.
- An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. Bachelor of Science nursing program with a minimum GPA of 2.0 on 4.0 scale.
- To receive transfer credits for courses from institutions outside the United States, the NACES, AICE, TAICEP or CGFNS evaluation will need to be a course-by-course academic report. This report must be submitted at the time of evaluation in order for the transfer credits to be considered. An official copy of the report or an official copy of the transcripts will be required.

Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following:

- A Validation of Licensure Report that shows evidence that the applicant is legally authorized to practice as a professional nurse in the geographical area in which he/she works. CGFNS is an agency that can provide documentation acceptable to American Sentinel College of Health Science.
- An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. Bachelor of Science nursing program with a minimum GPA of 2.0 on 4.0 scale
- To receive transfer credits for courses from institutions outside the United States, the NACES, AICE, TAICEP or CGFNS evaluation will need to be a course-by-course academic report. This report must be submitted at the time of evaluation in order for the transfer credits to be considered. An official copy of the report or an official copy of the transcripts will be required. Applicants must complete 21 baccalaureate-level nursing credit semester hours and 30 hours of general education courses (or transfer in those courses), maintaining a minimum GPA of 3.0 (on a 4.0 scale). Then, they must complete an additional 36 graduate nursing credit hours. Students who are not able to achieve a 3.0 in the nursing courses but maintain a 2.5 cumulative GPA will be allowed to complete the MSN program.

Nurse Practitioner Program Specific Requirements

In addition to the MSN requirements above, the NP program requires:

- Official transcripts** from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel College of Health Science. Your nursing education must be from a Bachelor of Science Nursing degree program with a minimum 2.5 GPA earned on a 4.0 scale and accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education. If you have a Master of Science Nursing, you qualify for admission with a 3.0 GPA earned on a 4.0 scale.
- Applicants whose Bachelor of Science Nursing degree GPA is between a 2.25 and a 2.5 may be provisionally accepted into the NP program but must earn a 3.0 or higher in their first three courses with American Sentinel College. Applicants whose BSN GPA is below 2.25 will not be admitted but may take digital credential courses and reapply following successful completion (at least a 3.0 GPA) of the three digital credentials. Applicants that are provisionally accepted into the NP are not eligible for Title IV funds until they are officially accepted into the program.
- Admission to the Nurse Practitioner specializations requires a minimum of one year of full-time work experience in a nursing clinical role in the last three years. The applicant's resume should reflect this work experience.

- Applicants who have failed or been academically withdrawn from our other programs will be reviewed and approved by the Dean and Director.
- NP students to maintain residency and hold an active unencumbered RN license in an [approved NP program state](#). The student may only participate in clinical activities in an approved NP state in which they also hold an active unencumbered license. Prior program approval is required to attend clinical activities in a state in which the student does not have a primary residence.
- Applicants whose primary language is not English and/or who have completed their tertiary education (level equivalent to U.S. college or university) in a non-English speaking institution to take the internet based TOEFL (IBT) and achieve a minimum score of 89 overall with minimum required score on Speaking 26.
- Applicants to complete or transfer in the 3P courses (N512, N522PE, and N521) and pass an APEA 3 P exam before being officially accepted into the NP program. See NP curriculum details in the master's section below.

NP Reenrollment

MSN-NP student reenrollments are reviewed by the Dean and Director of the program. Students may be required to repeat select core and NP population-focused courses that allow for reengagement into the curriculum. Clinical hours will be reviewed to decide if hours need to be repeated dependent on timing of reenrollment.

Doctor of Nursing Practice (DNP) Requirements

- Current employment requirements: Unemployed applicants must verify access to a suitable work environment (i.e. a healthcare facility) to complete classroom assignments.
- Students are required to secure availability and access/permission to an acceptable location/site to fulfill the practice experience and DNP project requirements of the program.
- Practice experience hours requirements: Program applicants who provide evidence of clinical or practicum hours from an MSN or other nursing -specific degree will have the potential to transfer a percentage of those hours (maximum 400 hours) towards the 1000 practice experience hours required to graduate from the DNP program. *Note:* If you have under 400 hours; we'll assist you with a virtual workroom to make up those hours.
- **DNP, Informatics Leadership specialization eligibility:** A minimum of one year of full-time work experience in an informatics nursing leadership role during the last 5 years is required. This specialty role should include integrating nursing science with various information systems, and analytical decision support processes to manage, coordinate and communicate data in nursing practice. Technological experience with one process is not enough for the informatics requirement._



To be considered for admission to the American Sentinel College of Health Science doctoral degree program, the following must be submitted:

- A completed application.
- A resume, curriculum vitae or list of professional accomplishments.
- Detailed essay on each of the items below (approximately 3-4 paragraphs)
 - Your professional background and accomplishments
 - Why this program is a good fit for your interests and academic goals
 - Your plans for balancing work, school, and life
 - Your future career goals and how the program will help you achieve these goals

Applicants educated within the United States, Canada* or US Territories* who hold a U.S. RN License must submit the following:

- **Educational leadership specialization:**
 - Official transcripts** from applicant's MS in Nursing, MA in Nursing or MSN nursing degree program with a minimum GPA of 2.5 on a 4.0 scale and accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.
- **Executive leadership, Informatics leadership or Professional leadership specializations** (MSN or other-discipline master's degree)
 - Official transcripts** from applicant's master's degree program with a minimum GPA of 2.5 on a 4.0 scale and accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education.
 - If no MSN, then official transcripts for BSN degree program are required as well.
 - If the master's degree is in a discipline other than nursing, applicant may be considered for entrance into the DNP executive leadership or the DNP informatics leadership specialization using one of two options, both of which require completion of 400 hours of post-baccalaureate practice hours in addition to the 600 practice hours required to complete the DNP degree:

Option A – Students earn an MSN degree upon completion of all MSN requirements.

- Applicant's graduate degree transcripts are evaluated for deficiencies against American Sentinel College's current CCNE- accredited MSN program. A degree plan is created for the applicant that includes courses required for American Sentinel College's MSN program that have not received transfer credit. Examples of these courses include:
 - N512 Advanced Pathophysiology (3 credits)
 - N515PE Research Design (3 credits)
 - N521 Advanced Pharmacology (3 credits)
 - 522PE Advanced Physical Assessment (3 credits)
- In addition to the courses above, students are required to complete 400 practice hours.

- Upon successful completion of 36 credit hours and 400 practice hours (minimum 18 credits in residence and 18 additional graduate-level transfer credits) students will be awarded an MSN and will be admitted to the DNP program.
- Upon completion of the graduation requirements students will be awarded a DNP degree.
- Students in this option will have successfully completed 1000 post-baccalaureate practice hours when they are awarded the DNP degree.

Option B – Students do not earn an MSN degree upon completion of all DNP program Executive Leadership or Informatics specialization requirements.

- Applicants must complete a three-course bridge program and 400 practice hours:
 - N501PE Advanced Practice Role Development
 - N505PE Theoretical Foundations
 - N515PE Research Design
- Applicants are required to complete the bridge courses and the 400 practice hours before they can register for N740PE DNP Project I. Students will be placed in a Practicum Workroom which supports applicants' completion of the required 400 practice hours. Additional fees apply to completion of these practice hours.
- Upon completion of the required bridge courses and all requirements of the DNP program Executive Leadership or Informatics specialization, students will be awarded a DNP degree.
- Students in this option will have successfully completed 1000 post-baccalaureate practice hours before they are awarded the DNP degree.

Applicants educated outside of the United States who hold a U.S. RN license must submit the following:

- A copy of the applicant's active and unencumbered U.S. RN license.
- **Educational leadership:**
 - An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. MS in Nursing, MA in Nursing or MSN program with a minimum GPA of 2.5 on 4.0 scale.
- **Executive leadership, Informatics leadership or Professional Leadership specializations:**
 - **With MSN:** An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools](#)

- (CGFNS) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. MS in Nursing, MA in Nursing or MSN program with a minimum GPA of 2.5 on 4.0 scale.
- **Without MSN:** An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization, Association of International Credential Evaluators, Inc. (AICE) member organization, The Association for International Credential Evaluation Professionals (TAICEP) member organization, or the Commission on Graduates of Foreign Nursing Schools (CGFNS) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. BS in Nursing or BSN program, and a master's degree that is equivalent to a degree from a recognized U.S. institution with a minimum GPA of 2.5 on 4.0 scale.

Applicants educated outside of the United States who do not hold a U.S. RN license must submit the following:

- A Validation of Licensure Report that shows evidence that the applicant is legally authorized to practice as a professional nurse in the geographical area in which he/she works. CGFNS is an agency that can provide documentation acceptable to American Sentinel College of Health Science.
- **Educational leadership specialization:**
 - An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization, Association of International Credential Evaluators, Inc. (AICE) member organization, The Association for International Credential Evaluation Professionals (TAICEP) member organization, or the Commission on Graduates of Foreign Nursing Schools (CGFNS) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. MS in Nursing, MA in Nursing or MSN nursing program with a minimum GPA of 2.5 on 4.0 scale.
- **Executive leadership, Informatics leadership or Professional Leadership specializations:**
 - **With MSN:** An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization, Association of International Credential Evaluators, Inc. (AICE) member organization, The Association for International Credential Evaluation Professionals (TAICEP) member organization, or the Commission on Graduates of Foreign Nursing Schools (CGFNS) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. MS in Nursing, MA in Nursing or MSN program with a minimum GPA of 2.5 on 4.0 scale.
 - **Without MSN:** An Academic Report from a National Association of Credential Evaluation Services (NACES) member organization, Association of International Credential Evaluators, Inc. (AICE) member organization, The Association for International Credential Evaluation Professionals (TAICEP) member organization, or the Commission on Graduates of Foreign Nursing Schools (CGFNS) certificate stating that the nursing education you received is



comparable to that obtained by a graduate of a U.S. BS in Nursing or BSN program with a minimum GPA of 2.5 on 4.0 scale, and a master's degree that is equivalent to a degree from a recognized U.S. institution . with a minimum GPA of 2.5 on 4.0 scale.

NP Reenrollment

MSN-NP student reenrollments are reviewed by the Dean and Director of the program. Students may be required to repeat select core and NP population-focused courses that allow for reengagement into the curriculum. Clinical hours will be reviewed to decide if hours need to be repeated depending on the timing of the reenrollment.

DNP Reenrollment

Doctor of Nursing Practice (DNP) student reenrollments are reviewed by the Dean or designee for courses that may transfer. Students may be required to repeat select core courses that allow for reengagement of the DNP project. Any non-PE specialty track courses that may transfer will require completion of the PE hours prior to graduation.

Infection, Prevention and Control Certificate Requirements

Program Eligibility: To be eligible for the Infection Prevention and Control Certificate, the applicant must have a bachelor's degree in a health care-related field (public health, nursing, dietetics, microbiology etc.) with a minimum GPA of 2.0 (on a 4.0 scale), as shown on the applicant's college transcript.

To be considered for admission to the American Sentinel College of Health Science Infection Prevention and Control Certificate program, the following must be submitted:

- A completed application.
- A resume, curriculum vitae or list of professional accomplishments.
- Detailed essay on each of the items below (approximately 3-4 paragraphs)
 - Your professional background and accomplishments
 - Why this program is a good fit for your interests and academic goals
 - Your plans for balancing work, school, and life
 - Your future career goals and how the program will help you achieve these goals
- Official transcripts* from each post-secondary institution attended. The institution(s) must send the transcripts directly to American Sentinel College of Health Science.
 - The applicant must hold a healthcare-related bachelor's degree from an institution accredited by an agency recognized by the Council for Higher Education Accreditation or the U.S. Department of Education and must have earned a minimum 2.0 GPA on a 4.0 scale.
 - An Academic Report from a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is



comparable to that obtained by a graduate of a U.S. MS in Nursing, MA in Nursing or MSN nursing program with a minimum GPA of 2.5 on 4.0 scale.

- The certifying organization's reports must be sent directly to American Sentinel College of Health Science. Depending on the program, if the student has a foreign degree, he or she will need to request either a general or expanded report from the evaluator.

Note: Applicants cannot receive transfer credits for a certificate program but will need to submit academic transcripts** from any previous institution(s) attended as supporting evidence of eligibility for the program.

Transferring out of American Sentinel College of Health Science

American Sentinel College of Health Science has no control over whether another university will accept its credits as transfer credits. Many do; however, it is not our decision. Rather, it is the decision of individual colleges and universities. There are many reasons that credits might not transfer. Sometimes there is not an appropriate match in curriculum between two schools. Applicants should contact the registrar at the university in question to determine whether credits from American Sentinel College will transfer to that institution. More information can be found in Policy AA2.06 Transferability of American Sentinel College Credit.

Digital Credential and Single Course Requirements

To be eligible to take a Single Course or Digital Credential, the applicant must have a bachelor's degree in a healthcare-related field (public health, nursing, dietetics, microbiology etc.) with a minimum GPA of 2.0 (on a 4.0 scale), as shown on the applicant's college transcript.

International Applicant Requirements

Nurses educated outside the United States, Canada* or US Territories* who are not eligible to practice as registered nurses in the United States must have academic transcripts evaluated and certified by a [National Association of Credential Evaluation Services \(NACES\)](#) member organization, [Association of International Credential Evaluators, Inc. \(AICE\)](#) member organization, [The Association for International Credential Evaluation Professionals \(TAICEP\)](#) member organization, or the [Commission on Graduates of Foreign Nursing Schools \(CGFNS\)](#) certificate stating that the nursing education you received is comparable to that obtained by a graduate of a U.S. nursing school. The completion of the B.S. Nursing will not qualify the nurse to sit for the licensure exam to become an RN in the United States. Applicants whose first language is not English and who have not earned an undergraduate degree from an institution at which all courses were taught in English will need to provide one of the following:

- A test of English as a Foreign Language (TOEFL) score of at least 550 (written version) or 80 (iBT version).
- An International English Language Test (IELTS) score of at least 6.0.

To receive credits for courses or degrees from institutions outside the U.S., applicants must have their academic transcripts evaluated and certified by a [National Association of](#)



Credential Evaluation Services (NACES) member organization, Association of International Credential Evaluators, Inc. (AICE) member organization, The Association for International Credential Evaluation Professionals (TAICEP) member organization, or the Commission on Graduates of Foreign Nursing Schools (CGFNS) which will assess a fee. Be sure to request that the certifying organization's report be sent directly to American Sentinel College of Health Science. Depending on the program, if you have earned a foreign degree you will need to request either a general or expanded report from the evaluator.

Guidelines

- Not Applicable

Procedure

- Student inquires about American Sentinel program.
- Admissions Advisor reaches out and explains programs.
- Student completes online application and sends in all unofficial transcripts.
- Evaluator in Registrar's Office reviews transcripts for transfer credit and ensures student meets all admissions requirements.
- Admissions Advisor discusses evaluation results with student and provides them with a degree plan.
- Student and Admissions Advisor continue discussing courses, program requirements and expectations, and payment options until the decision is made that American Sentinel is a good fit for the student.
- Admissions Advisor submits all documentation for student's enrollment.
- Enrollment Specialist processes enrollment/admission into the university. The student
- See Admissions Services Enrollment Manual SOP for a more detailed procedure.

DNP Reenrollment

Doctor of Nursing Practice (DNP) students who stop their progression with their cohort and want to return to the same cohort, to the University or need to retake a course due to failure in a course, must notify their Student Success Advisor (SSA). SSA's will then consult with the appropriate Dean as needed. Students will be assessed a fee (see the fee schedule on the website and catalog). New degree plans must be developed for these students to indicate when the course(s) can be made up and whether or not it is feasible to return to the original cohort. Student will be required to complete the curricular progression that is included in their new plans. Because the DNP program is organized by course content and cohorts, not all courses are offered every term. Students may need to wait until the courses they need to take are offered by the university.

Related Documents/References

- Student Handbook

- Academic Catalog

Definitions

- None

Revision History

- 11/7/2013 – Updates to high school transcript requirements.
- 2/5/2014 – Updates to TOEFL/IELTS/iBTs scores.
- 5/7/2014 – Corrected missing info on master programs to match catalog.
- 7/15/2014 – Per Federal Regulations the GED certificate testing is being replaced with the High School Equivalency Test (HiSET), Test Assessing Secondary Completion (TASC), or other State-authorized examinations for most states, therefore the GED verbiage in our Admissions Policy was updated to include these addition tests (GED language should stay as well since it isn't entirely retired yet).
- 10/8/2014 – Added Early Admission to the RN to BSN program.
- 8/12/2015 – Removed Associate's requirements, high school requirements and requirements for eliminated programs, and added statements regarding unofficial transcripts.
- 9/9/2015 – Added language for DNP Executive Leadership, students can have master's degree other than MSN.
- 10/25/17 – Removed "*whose first language is not English and*" from paragraph describing international student's requirements. Change admission requirement to one-year experience for DNP Educational Leadership and DNP Executive Leadership. Added experience requirements for DNP specialization and DNP Informatics specialization.
- 7/13/2018 – updated language to reflect AICE acceptance, change to official transcript requirement for Financial Aid Students, add reference to Canada and US Territories, added specific DNP requirements. Change the policy name to Admissions, deleting the word Requirements.
- 3/4/2020 – Updated the DNP specialty requirements, changing DNP specialization to DNP Professional Leadership.
- May 7, 2020: Updated policy format for accessibility guidelines - AHB
- September 2020: Update title to Admissions and Enrollment Policy, added purpose statement, updated international requirements, added procedure, added DNP reenrollment guidelines – Loren, Abigail
- January 2021: Updated NP applicant requirements (GPA requirements). Added NP reenrollment policy and procedure. Updated DNP Informatics experience, not to included technology. – Abigail, Karen, Lauren
- 3/2/2021-Updated branding for Post University