Steps to get started . . .

Congratulations on making the decision to advance your nursing opportunities by obtaining a Bachelor of Science in Nursing degree. This is a condensed version of what you will find in the general information on the Nursing Department website located at www.fhsu.edu/nursing. It has been designed as a worksheet for you to get started and to track your progress through the program. The University has made some changes in the enrollment procedure that makes it even more important that you actively participate in planning your course schedules.

To Get Started:

1. _____ Access the University website at www.fhsu.edu and apply on-line to submit an application to be admitted to the University. You must be admitted to the University first before you can enroll in any classes. If you have attended FHSU previously, you would complete the re-application form.

2. _____ Submit official transcripts, from ALL schools attended, to the Registrar’s Office, Fort Hays State University, 600 Park Street, Hays, KS., 67601. Official transcripts must be on file before courses can be evaluated for credit.

3. _____ The degree analyst in the Registrar’s Office will evaluate your transcripts and provide direction to you and your advisor regarding courses needed to complete your BSN degree.

4. _____ Work with your nursing advisor to develop a plan of study which will indicate courses needed in the Humanities and Behavioral/Social Sciences to meet the graduation requirements for FHSU. These courses may be taken concurrently with the nursing major courses depending on how you want to develop your schedule.
   - Humanities: A total of 12 credit hours
   - Interdisciplinary Studies: A total of 3 credit hours
   - Social & Behavioral Science: A total of 12 credit hours

5. _____ You must activate your TigerTracks account after being admitted to FHSU in order to enroll and take on-line classes. TigerTracks information can be found at www.fhsu.edu/tigerenroll. To activate your TigerTracks login, go to https://tigertracks.fhsu.edu/register.

6. _____ Follow the directions for enrollment in TigerTracks Enroll. You are responsible to initiate the enrollment process. Please refer to the tutorial on TigerTracks for assistance. This can be found at: http://www.fhsu.edu/ctc/helpdesk/tigertracks-information/

Enrollment and Progression to the BSN:

7. _____ We recommend completing the nursing pre-requisite courses first:
   *Please note that some of these courses you may already have received credit or a waiver may be given for your Associate Degree.*

   - English Composition I
   - English Composition II
   - Chemistry
   - College Algebra
   - Human Anatomy & Physiology with lab
   - Microbiology with lab
   - General Psychology
   - Introduction to Sociology
   - Oral Communication/Speech
   - Statistics (from a Math department)
   - NURS 207 Pathophysiology I
   - NURS 280 Foundations of Nursing
   - NURS 294 Nursing Transition
8. _____ Submit an application for the nursing program the semester before completing the nursing
pre-requisite courses listed above. Deadlines: October 1st and March 1st.
The forms can be found at: http://www.fhsu.edu/nursing/getting-started/.
Go to the bottom of the page and click Next Step: Applying for the RN-to-BSN Program.

Submit forms to:
Joyce Dechant
Department of Nursing
Fort Hays State University
600 Park Street
Hays, KS 67601

9. _____ These nursing courses may be taken prior to admission to the nursing program
but must be completed prior to the final semester.
- NURS 307 Pathophysiology II
- NURS 320 Ethics
- NURS 321 Legal
- NURS 491 HealthCare Systems, Policy, and Cost
- NURS 603 & 630L Health Assessment/Lab

10. _____ These courses can only be taken after admission to the nursing program.
- NURS 322 Nursing Inquiry
- NURS 632 Population-focused Care
- NURS 612 Nursing Concepts
- NURS 631 Integration
- NURS 631L Internship

11. _____ NURS 631 and NURS 631L can only be taken in the last semester and are the
only courses enrolled in for that semester.

Advanced Standing Credit for the Associate Degree in Nursing will be given the final semester at FHSU.
A $25 fee per course will be accessed for transcribing these courses to the FHSU transcript. These courses are:
- NURS 104L Nursing Fundamentals
- NURS 290 Math Calculations for Drug Administration
- NURS 310L Skills Lab
- NURS 311L Practicum
- NURS 330/330L Older Adult & Family
- NURS 332L Population Focused Practicum
- NURS 340 Pharmacology
- NURS 422/422L Child & Family
- NURS 420/420L Young Adult & Family
- NURS 430/430L Middle Adult & Family

12. _____ Please refer to the Nursing Department website for more in-depth explanations of the program—this is a very
abbreviated document to help you get started. Your advisor will assist you with any questions you may have.