I. GENERAL INFORMATION

The purpose of this document is to provide applicants for admission to the Four-Year Baccalaureate Nursing Program of the Faculty of Nursing with as accurate a description as possible of the selection procedure to be used in 2011. It supplements the admissions information found in the University’s Undergraduate Calendar.

This document accompanies every application form issued. It must be assumed, therefore, that all applicants will have read and understood it prior to submitting the completed application.

Baccalaureate Nursing Program

Nursing as a profession is an art and a science, placing its focus on the health care of the individual, the family and the community. The professional nurse views people in their totality in providing a service essential to community health and welfare.

Nursing education is centred at the Fort Garry campus in Winnipeg, but the Faculty of Nursing offers its programs in partnership with University College of the North in Northern Manitoba. The existing partnership with R.R.C. is being phased out, as the college now offers its own degree program.

II. ELIGIBILITY REQUIREMENTS

To be eligible for consideration for admission to the Four-Year Baccalaureate Nursing Program at the Fort Garry campus site, applicants must meet the general admission requirements of the University of Manitoba, as well as the following:

1. Apply by April 1st
2. Submit all final official transcripts and other academic documents by June 1 (applicants must meet all requirements by May 1 to be considered for admission).
3. Complete at least 30 credit hours at a 1000 level or higher. "0900" level courses (e.g. ENGL 0930) are not accepted for admission or transfer credit.
4. Meet the University Written English requirement (See Note 1)
5. Meet either Option 1 or Option 2 below. (See Note 2)

   Note 1: Applicants who plan to use an external University level course (non-University of Manitoba course) to meet the University of Manitoba Written English admissions requirement must provide a course outline as part of their application. The identified course must be evaluated by the University of Manitoba, to determine if it meets the University of Manitoba Written English requirement. Please submit the applicable course outline by the April 1st application deadline to the Admissions office along with your application. According to University policy, students who have completed an undergraduate degree are exempt from the written English and math requirements (see appropriate section in Calendar for University policy on written English requirement).

   Note 2: Preference will be given to applicants who meet the Option 1 requirements. The minimum adjusted grade point averages (AGPA) of applicants admitted under Option 2 may be significantly higher than for Option 1 applicants. A grade point average higher than the 2.5 minimum is recommended as admission is competitive. Adjusted grade point average (AGPA) will be calculated on the most recent 60 credit hours of University level course work including repeated courses. If an applicant has less than 60 credit hours, the AGPA will reflect all credit hours completed (i.e.: a minimum of 30 cr. hours to a maximum of 60 cr. hours).
6. Courses completed at recognized universities other than the University of Manitoba must be assessed as exact equivalents in order to meet the specific course requirements.

   Note: It may not be possible to establish equivalency of courses completed over 10 years prior to application. In those situations,
required courses may have to be repeated. Only courses completed within 10 years prior to the date of admission to the Faculty of Nursing will be considered for transfer credit; however, all courses (regardless of age) within the most recent 60 credit hours of university level course work will be included in the calculation of the AGPA.

7. Students who fail the same Nursing course twice, prior to applying to the Faculty of Nursing, are ineligible for admission to the Faculty of Nursing. Students who fail a Nursing course twice, or who fail two clinical courses, and are required to withdraw from the Faculty of Nursing are ineligible for re-admission to the Faculty of Nursing.

**Option 1:**

a) Complete 30 credit hours at a university level in the following identified courses (or their equivalent) with a minimum grade of "C" in each course with a minimum AGPA based on the most recent 60 credit hours, including repeated credit hours.

b) Achieve a minimum adjusted GPA of 2.5. Students may be admitted with an AGPA of 2.0 - 2.49 (in descending order), based on the most recent 60 credit hours of university-level course work, when space is available.

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<thead>
<tr>
<th>Course title</th>
<th>Course #</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anatomy of the Human Body</td>
<td>BIOL 1410*</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>ZOOL 1320*</td>
<td></td>
</tr>
<tr>
<td>Physiology of the Human Body</td>
<td>BIOL 1412*</td>
<td>3</td>
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<tr>
<td></td>
<td>ZOOL 1330*</td>
<td></td>
</tr>
<tr>
<td>Human Growth and Development</td>
<td>NURS 1260</td>
<td>3</td>
</tr>
<tr>
<td>Introduction to Nursing</td>
<td>NURS 1280</td>
<td>3</td>
</tr>
<tr>
<td>Essentials of Microbiology (see Note 5)</td>
<td>MBIO 1220*</td>
<td>3</td>
</tr>
<tr>
<td>Plus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Humanities elective (see Note 1)</td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Social Science electives (see Note 2)</td>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Plus</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Courses offered by the Faculty of Science (see Notes 3, 4, and 5)</td>
<td></td>
<td>6</td>
</tr>
</tbody>
</table>

**Note 1:** English, Philosophy, History, Religion, Languages, Classics, Native Studies, etc. Humanities information is found in the Undergraduate Calendar in the chapter for the Faculty of Arts, Additional Faculty Regulations and Policies section; 4.1.1. "0900" level courses are not accepted. ARTS 1110 (Introduction to University) is not a humanities course.

**Note 2:** Select from: Introduction to Psychology PSYC 1200 (6), or Introduction to Sociology SOC 1200 (6), or Human Origins and Antiquity ANTH 1210 (3) and Cultural Anthropology ANTH 1220 (3)

**Note 3:** With the exception of Geological Sciences (GEOL 1XX0), courses under Clayton H. Riddell Faculty of Environment, Earth, and Resources do not meet the science elective requirement if taken in 2003-2004 and later. 1000 level introductory Geological Sciences courses (GEOL 1XX0) now offered under the Clayton H. Riddell Faculty of Environment, Earth, and Resources will be accepted as Science courses if taken prior to September 1, 2006.

**Note 4:** BIOL 1110 (Health and Health Professionals) may not be used as a Science elective.

**Note 5:** Science Prerequisites – Students must meet the current Science prerequisites before registration for Science courses. See the Undergraduate Calendar for the current prerequisites. It is preferred that prerequisites have been completed within the last five years. Note that Math 40S is a prerequisite to Microbiology and Statistics.

**Option 2**

a) Complete 30 credit hours of university level course work with a minimum adjusted GPA of 2.5 based upon the most recent 60 hours, including repeated courses.

b) Completed courses must include 3.0 credit hours of 1000-level English and 3.0 credit hours of 1000-level science with a minimum of "C" grade in each.

**Applicants from Diploma and Degree Nursing Programs Category**

Applicants who have attended a nursing diploma or degree program, the completion of which would result in the graduate's eligibility to write the Canadian Registered Nurse Examination (or equivalent) in order to qualify for registration to practice as a Registered Nurse, must:

- Satisfy admission requirements under Option 1 or Option 2, including the competitive adjusted Grade Point Average in the year of application.

- Submit, in writing, the reason for leaving the previous or current program and for applying to the Four-Year Baccalaureate Nursing Program at the University of Manitoba.

Following receipt of your application, the Admissions Office will send you a supplementary form. On this form, you will be asked to provide the name and address of the Director, Dean, Coordinator, or Head of the Nursing program in which you are currently, or were previously registered, and the reason(s) for leaving the program and applying to the Four-Year Baccalaureate Nursing Program at the University of Manitoba. The due date for the return of this form to the Admissions Office is May 15th.

The Faculty of Nursing will contact the Director, Dean, Coordinator, or Head of the Nursing program in which you are currently, or were previously registered to request that the following information be sent to the Faculty of Nursing: Your status in the previous or current nursing program (including matters pending) with regard to failures, probation, suspension, determination of professional unsuitability, disciplinary action, or other related matters. This document is due June 15th.
The Admissions Committee reserves the right to deny admission to the University of Manitoba Nursing program based on any of the supplementary information. Applicants who would be eligible to register in third or fourth year courses will be considered for admission only if space is available.

Appeals of decision are limited to the question of procedural regularity only. The merits of the decision are not subject to review.

Special Consideration Category

In considering applications in this category, less weight will be given to background academic performance than is the case with applicants in the academic category. Applicants in this category must meet the minimum entrance requirements of the Faculty of Nursing Option 1 category, including the minimum AGPA of 2.50, and complete a special application form providing additional information.

Applicants will be considered from the Aboriginal populations of Canada, and the University of Manitoba Access Program.

A Special Consideration application package will be sent to you. If you indicated on the application form that you are applying under Special Consideration and have not received the package by May 1st, contact the Admissions Office.

The Supplementary Application and following information are due no later than June 1.

• An autobiography – A typed personal statement that identifies the reasons for selecting Nursing as a career choice; describes the applicant’s education, employment, and volunteer experience; relates the significance of these experiences to the choice of Nursing as a career; and provides the reasons for applying in the Special Consideration category.

• Three professional letters of reference that address the applicants' suitability for Nursing and their potential for success. Examples of suitable referees include a teacher, employer, clergy, and health professional, and not friends or family.

III. APPLICANTS DATA

Regular

Regular students attend part-time or full time. Students may meet entrance requirements under either Option 1 or Option 2.

LPNs

Licensed Practical Nurses who completed the Practical Nursing Program at Assiniboine Community College within five years of admission to the Faculty of Nursing may be eligible for advanced standing in the Baccalaureate Nursing Program. Please indicate on the application form if you are an LPN grad from this program. Note that the advance standing changed in the Fall 2009. Contact a Nursing Student Advisor for information.

RPNs

Registered Psychiatric Nurses may be eligible for advanced standing in the Baccalaureate Nursing Program. Please inform the Faculty of Nursing at the time of admission if you are an RPN.

IV. PROVISIONAL ADMISSION – CRC, CAR

IMMUNIZATION AND CPR

All successful applicants are admitted provisionally pending compliance with the Criminal Record/Child Abuse Registry and immunization/CPR requirements of the Faculty of Nursing. Failure to meet the requirements by August 1st will result in the offer of admission being revoked. Contact the Faculty of Nursing or check the website at wwwumanitoba.ca/nursing for further information.

Applicants should note there will be a cost, as well as a time investment, in obtaining the immunizations, CPR certification, and Criminal Record and Child Abuse Registry checks.

Criminal Record Checks and Child Abuse Registry

Admitted students must provide Criminal Record Screening reports, including Vulnerable Persons Search, and Child Abuse Registry listing. As it can take up to 120 days to obtain a Criminal Record Check, including a Vulnerable Persons Search, it is recommended that applicants apply for the Criminal Record Check and Vulnerable Persons Search by March 15, but no earlier than March 1.

Immunization and CPR Certification

Immunizations and certification in CPR at the Health Care Provider Level (C) are a requirement mandated by the Regional Health Authorities, and are a requirement for admission to the Faculty of Nursing. As the immunizations are recommended for all Canadian adults, and as it takes a number of months to obtain the immunizations, it is recommended that all applicants start their immunizations no later than the time of application to the Faculty of Nursing, in order to meet the August 1st deadline if offered admission.

CPR certification should not be obtained before May 2011, as it must be valid for the entire academic year to April 2012.

V. THE COMMITTEE ON SELECTION

The Admissions Committee of the Faculty of Nursing is chaired by the Associate Dean of the Undergraduate Programs. Committee members include:

Full members

• Director of enrolment Services, University of Manitoba (or designate)
• Four full-time faculty members
• Program Coordinator, BPRN (or designate)
• Program Coordinator, Four-Year Baccalaureate Program (or designate)
• Fourth-year student from the Four-Year Baccalaureate Program
• Third-year student (non-voting) from the Four-Year Baccalaureate Program
• Second-year student from the BPRN
• Representative from the College of Registered Nurses of Manitoba
• Coordinator, Student Services, Faculty of Nursing (or designate)

Resource members (non-voting)

• Admissions Officer for Faculty
• Student Advisor, University College of the North
VI. ENGLISH LANGUAGE PROFICIENCY

English is the language of instruction and communication at the University of Manitoba. Accordingly, an applicant whose primary language is not English, or whose previous education has been conducted in another language, must demonstrate a command of the English language sufficient to meet the demands of classroom instruction, written assignments and participation in tutorials and discussions.

APPLICANT CATEGORIES

Canadian Citizens, Permanent Residents and others whose primary language is English

All such applicants are deemed to be proficient in English by virtue of having lived and been educated in a country where English is the primary language (country as determined by the Admissions Office).

Canadian Citizens and Permanent Residents and those on Student Authorization (Student Visas) whose primary language is NOT English

All such applicants must provide evidence of proficiency in English by meeting the University of Manitoba standards as outlined in the following 'English language proficiency options' numbered 1-8.

ENGLISH LANGUAGE PROFICIENCY OPTIONS

Any applicant who is asked to demonstrate proficiency in the English language may do so by meeting any one of the following options.

1. TOEFL (Test of English as a Foreign Language) University of Manitoba TOEFL Code 0973.
   a. Achieve a minimum score of 80 on the IBT TOEFL, with no less than 19 in each component.
   b. Achieve a minimum score of 550 on the PBT TOEFL, with no less than 50 (unscaled) in each component.
   c. Achieve a minimum score of 213 on the CBT TOEFL, with no less than 17 in each component.

2. Can TEST (Canadian Test of English for Scholars and Trainees)
   a. Achieve minimum scores of 4.5 in Reading, 4.5 in Listening, and 4.0 in Writing.

3. IELTS (International English Language Testing System)
   a. Achieve a minimum score of 6.5 based on the Academic Module IELTS.

4. MELAB (Michigan English Language Assessment Battery)
   a. Achieve a minimum score of 80.

5. CAEL (Canadian Academic English Language Assessment)
   a. Achieve a minimum score of 60.

6. University of Manitoba English Language Centre
   a. Achieve a grade of 65% or better in Level 5 of the Intensive Academic English Program.

7. PTE Academic (Pearson Test of English: Academic)
   a. Achieve a minimum score of 58

8. University of Manitoba English Language Centre
   a. Achieve a grade of C or better.

ENGLISH LANGUAGE PROFICIENCY WAIVER

An English language proficiency waiver may be granted to anyone who is a Permanent Resident, Naturalized Canadian, or on a Student Authorization. Persons seeking a waiver must provide supporting documentation, and have the evidence assessed as satisfactorily meeting one of the following qualifications:

1. Ten consecutive years of residency in Canada, which may include years of study in Canada. The period of residency will be the time lapsed between the 'Landed On' date on the 'Record of Landing' document and July 1 of the year of application form.

2. Successful completion of a three year secondary school program in Canada or a three year post secondary education in Canada or any combination of three years of successful secondary and post secondary education in Canada.

3. Graduation from a Manitoba high school with 5 credits at the Senior 4 level, which include two credits of English at the 40 level with an average grade of 75%.

4. A grade of 5 or better on the International Baccalaureate Higher Level English course, or a grade of 4 or greater on the Advanced Placement English (English Composition; Literature and Composition).

For further information on the criteria for an English language proficiency waiver, or for the addresses for TOEFL, CanTEST, IELTS, or MELAB, contact the Enrolment Services Office.

VII. APPLICATION FORMS FOR OTHER PROGRAMS

Contact the Admissions Office for application material if you wish to apply to any other program. If you wish to apply to a Continuing Education certificate or diploma program, contact Continuing Education directly. If you are interested in a graduate level program (Masters, Ph.D.) contact the Graduate Studies Office.

VIII. APPEALS

Individuals who wish to have their applications reconsidered should submit their request to the Chair of the Selection Committee. Past experience has shown that most inquiries can be satisfied at this level without further reference. Persons wishing reconsideration of the decision of the Selection Committee shall direct their request to the Chair within ten (10) days of the mailing of the Committee decision.

If the applicant then wishes to appeal the reconsidered decision of the Selection Committee they should direct their request within ten (10) days of the letter giving the results of the reconsideration, to the
Senate Secretariat, 312 Administration Building, for transmission to the Senate Appeals Committee.

Applicants are advised that appeals of reconsidered decisions by the Senate Admissions Appeals Committee focus on questions of correct adherence to published policies and procedures by the Admissions Committee, and not on substantive issues or the relative merits of the application.

IX. INFORMATION SESSIONS

An orientation package will be mailed to all students admitted to the Faculty of Nursing. Optional information sessions will also be held. Specific dates will be included in the orientation package.

X. CRIMINAL RECORD/CHILD ABUSE REGISTRY CHECKS

Also See Section IV.

All successful applicants are required to provide a self-declaration of a criminal record and Child Abuse Registry listing following provisional admission, as well as an official Criminal Record Search, including a vulnerable persons check, and Child Abuse Registry check. The official documents must be dated no earlier than the date of admission to the Faculty of Nursing. All documents must be submitted prior to registration for courses. Any applicant on the Child Abuse Registry will be denied admission. A criminal conviction will not necessarily result in denial of admission to the Faculty of Nursing. Criminal offences will be reviewed by a sub-committee of the Nursing Admissions Committee for the implications of the conviction in view of the professional mandate to protect the public. Failure to disclose any adult criminal record or listing on the Child Abuse Registry will invalidate an application and shall result in automatic expulsion from the Faculty of Nursing if the applicant has been admitted.

The College of Registered Nurses of Manitoba (CRNM), as well as many clinical agencies where Nursing students are placed for clinical practice, requires that all graduates of an approved nursing education program, who wish to practice nursing in this province, disclose information about any conviction for an offence under the Criminal Code (Canada), the Controlled Drugs and Substances Act (Canada), or the Food and Drugs Act (Canada) in order to be considered for eligibility of registration with the College. The review process by the Faculty of Nursing is independent of the review process conducted by the CRNM.

XI. STUDENT ADVISEMENT

Applicants should seek information on admission from the Admissions Office. Information on programs should be obtained from student advisors in the Faculty of Nursing.

XII. CLASS OF 2010-2011

The competitive minimum GPA (grade point average) in any given year is based upon the pool of applicants. Meeting the 2.5 minimum GPA does not guarantee admission. There were 637 applications for places available on the Fort Garry Campus. The minimum admitted adjusted GPA (based upon the most recent 60 credit hours or fewer) was 3.2 for Option 1 and 3.8 for Option 2 for the September 2010 admissions.

XIII. USEFUL NAMES, ADDRESSES, TELEPHONE & FAX NUMBERS

Unless otherwise noted, the mailing address for the University offices on the following list is:

(Name of Office)
(Room number and Building)
University of Manitoba
Winnipeg, Manitoba R3T 2N2

Enrolment Services

<table>
<thead>
<tr>
<th>Office</th>
<th>Address</th>
<th>Telephone</th>
<th>FAX</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admissions Office</td>
<td>424 University Centre</td>
<td>(204) 474-8810</td>
<td>(204) 474-7554</td>
</tr>
<tr>
<td>Financial Aid &amp; Awards</td>
<td>422 University Centre</td>
<td>(204) 474-9531</td>
<td>(204) 474-7554</td>
</tr>
<tr>
<td>Faculty of Nursing</td>
<td>Helen Glass Centre for Nursing</td>
<td>(204) 474-7452</td>
<td>(204) 474-7682</td>
</tr>
<tr>
<td>General Office</td>
<td></td>
<td>(204) 474-7452</td>
<td>(204) 474-7682</td>
</tr>
<tr>
<td>Student Advisor</td>
<td></td>
<td>(204) 474-6217/6733/6734</td>
<td>(204) 474-7682</td>
</tr>
<tr>
<td>University College of the North</td>
<td>7th Street &amp; Charlebois Box 3000</td>
<td>(204) 627-8565</td>
<td>(204) 627-8669</td>
</tr>
<tr>
<td>Senate Secretariat</td>
<td>312 Administration Building</td>
<td>(204) 474-9593</td>
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<tr>
<td>Student Housing Information</td>
<td></td>
<td>(204) 474-9922</td>
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<td>(204) 474-7524</td>
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Telephone: (204) 474-8612 or 474-9942
FAX: (204) 474-7524