



VOCATIONAL NURSING

City College of San Francisco

JOHN ADAMS CENTER

1860 Hayes Street, San Francisco, CA 94117 ♦ (415) 561-1912

FALL SEMESTER

AUGUST – DECEMBER, 2018

The LVN (Licensed Vocational Nurse) provides direct patient care to persons with common medical and surgical conditions in a variety of health care settings (hospitals, long term care facilities, ambulatory care, clinics, doctor's offices, etc.) The Vocational Nursing Program of the John Adams Center is a full-time, three-semester, 18-month course of instruction which leads to a certificate in vocational nursing and 44.5 units college credit. The program is accredited by the California Board of Vocational Nursing and Psychiatric Technicians. Students who complete the program take a state examination for licensure in vocational nursing.

1) ADMISSION REQUIRES:

1. **Attend a mandatory program orientation at John Adams Center (Feb. 7 or Feb. 27, 2018)**
2. An official U.S. accredited high school transcript showing completion of the 12th grade, G.E.D. or U.S. high school equivalent
3. City College of San Francisco Credit Placement Test in Math & English
4. **Completion of English 86 / ESL 160 or placed in English 88**
5. Completion of Math 40 or higher **or placed in Math 60**
6. Anatomy & Physiology from school accredited by WASC. The course must be at least 3 units, and with a "C" grade or better completed within the last 5 years.
7. 17 years of age or older

2) CREDIT GIVEN FOR:

- Nutrition and Pharmacology. Course must be at least 3 units and with a "C" grade or better within the last 5 years in the U.S. & accredited by WASC.
- California certified nurse assistant with one year paid full-time employment experience and CNA training must have been completed within the last 5 years.

3) COURSE WORK:

Students are given classroom instruction and related hospital experience for approximately 30 hours/week

Semester One: 14.5 units Semester Two: 15.5 units Semester Three: 14.5 units

4) DEADLINE for Applying: **Friday, April 13, 2018 1:00 p.m. Room 128** No application will be accepted after this date.

5) Acceptance into the program is through the lottery system held **Friday, April 27, 2018, 11:00 a.m. in Room 136** and notification of the results will be sent by mail.

6) Upon Acceptance into program:

- A physical examination and proof of immunity for specified communicable diseases
- Current CPR card (Basic Life Support for adult, children, infants)
- Uniform from designated vendor
- Background check and drug testing
- **MANDATORY** New Student Orientation, **Thursday, May 10, 2018, 1:00 p.m. in Room 131**

7) ORIENTATION AND COUNSELING:

All orientations are held at the **John Adams Center, 1860 Hayes Street** on the following dates:

<u>Mandatory Orientation Dates</u>	<u>Time</u>	<u>Room</u>	
Wednesday, February 7, 2018	starts 10:00 a.m.	3rd Floor, Auditorium	To be followed by general counseling
Tuesday, February 27, 2018	starts 1:00 p.m.	3rd Floor, Auditorium	To be followed by general counseling

Orientations last approximately **two (2) hours**. ***Please arrive 10 minutes before the schedule in order to be seated.***
Due to limited space, we cannot allow visitors or children. No entry to Auditorium after Orientation starts.

8) TUITION: (Subject to change without prior notice)

FREE CITY Program for eligible San Francisco residents <https://www.ccsf.edu/freecity>

- \$46 per semester unit for California residents
- **\$234** per unit for non-residents + \$7 per unit for capital outlay fee + \$46 per unit for enrollment fee
- \$17 for Student Health Benefit Fee for ALL students
- Students must pay for their own books and materials: approximately \$1,157 (3 semesters)

ENROLLMENT PROCEDURES

All students **must apply** for admission into the Vocational Nursing Program. Students who are new to City College of San Francisco must also submit a separate application to the college. Enrollment procedures consist of the following steps:

1. CCSF CREDIT APPLICATION
2. CCSF CREDIT PLACEMENT TEST
3. MANDATORY ORIENTATION AND COUNSELING
4. REGISTRATION

CCSF ADMISSION APPLICATION

All students who are new to City College of San Francisco must complete and file an application with the Office of Admissions and Records in person **or** by mail to: City College of San Francisco, 50 Phelan Ave., Room E107, San Francisco, CA 94112, **or** can be done also online: <https://www.ccsf.edu>.

All applicants must complete an application to Vocational Nursing Program. **These applications will be provided at the orientation.**

CREDIT PLACEMENT TEST(S)

All students who are new to City College of San Francisco must take a placement test in English/Math or ESL/Math. You must present a photo I.D. (driver's license, passport, etc.) at the time you take the test.

Please arrive 10 minutes before the schedule in order to be seated. Seating is limited to 30.

John Adams Center, 1860 Hayes Street @ Masonic, ROOM 100					
Native English / Math / Algebra			English as Second Language (ESL) / Math / Algebra		
Thursday	March 8, 2018	8:30 a.m.	Wednesday	March 7, 2018	8:30 a.m.
Wednesday	March 14, 2018	5:00 p.m.	Thursday	March 15, 2018	5:00 p.m.

You may print out your test results online at <https://www.ccsf.edu/w4> or clicking under "Student Services" tab, go to "Student Records" after your CCSF admissions application has been processed. You are encouraged to attend a CCSF orientation to have your results and class registration explained. Feel free to call 415-561-1835 to speak with a Counselor at John Adams Center.

Exemptions to the City College Placement Test(s) are as follows:

1. Interested in a class without math and/or English prerequisites.
Check "Exemption from Matriculation" box in credit application)
2. Already have an associate degree or higher from a U.S. accredited school.
3. Completed a college-level math and/or English 1A equivalent course.

To apply for this waiver, take a copy of your transcript to the Ocean Campus (50 Phelan Ave.), Admissions and Records, Conlan Hall, Room 107 OR provide a copy of your unofficial transcript to the John Adams Center, Student Services, Room 143 or Ocean Campus, Matriculation Office, Conlan Hall, Room 204.

For future credit placement testing dates (English, English as Second Language, and Math) go to www.ccsf.edu and type in the Search Box "Take a Placement Test". Future testing dates, times, and locations will be listed a month at a time.

Testing Office at Ocean Campus 415-239-3128.

FINANCIAL AID:

To receive information about financial aid, call a counselor at Phelan Campus, (415) 452-5207 and request an appointment or contact Winnie Yiu, Financial Aid Counselor at John Adams Center, 1860 Hayes Street, Room 142, (415) 267-6565.

It is the policy of the City College of San Francisco to provide all persons with equal employment and educational opportunities regardless of race, color, ancestry, national origin, ethnic group identification, religion, age, gender, marital status, domestic partner status, sexual orientation, disability or AIDS/HIV status, medical conditions, gender identity, or status as a Vietnam-Era veteran. These categories specifically include status as a lesbian, gay, bisexual, transgender, or questioning person in any District program or activity.

**FOR FURTHER INFORMATION
CALL (415) 561-1912**