

School of Nursing Catalog



SUNY EMPIRE
STATE COLLEGE
School of Nursing
and Allied Health



2022

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Congratulations and Welcome to SUNY Empire State College!

We are pleased to hear that you are joining the college and the School of Nursing and Allied Health. Our goals are to support your academic, professional, and personal needs; identify and build upon your existing knowledge and skills; and nurture and sustain you in life-long curiosity and critical inquiry.

Your education will permit you to change your life and the lives of those you touch and to construct a new future that you may not be able to imagine right now.

The School of Nursing and Allied Health provides you with opportunities to explore your profession and to hone critical thinking, evidenced-based practice, and communication and leadership skills.

Our faculty and staff include a highly skilled team of professionals who are committed to student success. There are several who have been recognized for their expertise with SUNY Empire Foundation awards, the SUNY Chancellor's Award for Excellence and as a Fulbright Scholar.

We are deeply committed to supporting you as you move through your educational journey at SUNY Empire.

We wish you the greatest success and satisfaction.

Sincerely,

Rebecca Hegel, DNP, FNP-C, RN
Program Director
School of Nursing and Allied Health

Kim S. Stote Ph.D., MPH, RDN
Dean
School of Nursing and Allied Health

It is the responsibility of the student to read, understand and adhere to the policies and procedures contained in this document. All information contained within this document is subject to change without prior notice.

Overview: SUNY Empire State College and the Nursing Program

SUNY Empire is one of the 13 arts and sciences colleges within the State University of New York, awarding associate, bachelor's and master's degrees. Offices of the college can be found in more than 20 communities throughout New York state. The college also is the largest online provider in the SUNY system. SUNY Empire counts more than 92,000 graduates since its founding in 1971, and annually enrolls more than 18,000 adult students.

The mission of SUNY Empire is to provide innovative, alternative, and flexible approaches to higher education through rigorous academic programs of study. The mission also includes connecting students' unique and diverse lives to their personal learning goals, thus transforming people and communities.

The Nursing Program offers a bachelor's degree program (RN to BSN), a Master of Science in Nursing Education program, a Master of Science in Nursing Administration program, and an Advanced Certificate in Nursing Education program. These online programs are flexible, affordable, and designed for licensed registered nurses who reside in New York state. Because most students are working full time, they engage in part-time study and complete degree requirements within two to three years.

The curricula are aligned with the American Association of Colleges of Nursing's Essentials of Baccalaureate Education for Professional Nursing Practice (AACN, 2008) and The Essentials of Master's Education in Nursing (AACN, 2011), as well as the American Nurses Association standards of professional performance (ANA, 2010). The clinical experiences can take place within the students' own community. Bachelor's degree students may complete general learning requirements via online or face-to-face courses at any regionally accredited institution. In addition, requirements can be met via assessment of prior learning, independent study and successful completion of selected examinations.

Distinctive program features include access to

- High quality baccalaureate and graduate-level courses developed by teams of nursing faculty, curriculum and instructional designers, and subject matter experts.
- An array of rich learning resources designed specifically for adult learners.
- Opportunities to earn college-level credit through assessment of learning and independent study.

- Curricula that involve active and collaborative learning and is relevant to contemporary nursing practice in a variety of roles and settings.

COLLEGE MISSION

SUNY Empire provides motivated adult learners with access to innovative, flexible and quality academic programs that empower people and strengthen communities. We build on the diversity of our students, their work and life experiences and their individual personal and professional goals as the cornerstone for each academic program.

Vision

SUNY Empire will be the leading public college for students across New York state and around the world seeking affordable and flexible, quality degrees. We will be distinguished by our outstanding faculty and staff, our record of student success, our innovative programs and personalized learning opportunities, our rich continuum of student support services, our social and economic impact, and our commitment to a diverse and engaged academic community.

OUR COMMITMENTS

As a community of learners at a public institution, SUNY Empire is committed to:

- Critical reflective inquiry that encourages active engagement in the local and global community institutions
- Promoting social justice and a sustainable world through responsiveness to human and social circumstances
- Ensuring a healthy democracy that recognizes and respects diversity in all its forms
- Supporting the individual goals of our students in a collaborative mentoring environment
- Acknowledging multiple avenues of learning and prior college-level learning through rigorous evaluation
- Developing, implementing and assessing new approaches to learning that recognize and adapt to the diverse needs of our learners
- Fostering respectful, creative and vibrant learning environments for students, faculty and staff
- Supporting the scholarly, creative and professional goals of the college community
- Serving students and the public with a high level of courtesy and effectiveness, advocating at the regional, state and national levels for the needs of our students and of higher education

- Expanding access to affordable, high-quality educational opportunities through partnerships with employers, unions, government agencies, the armed forces, community organizations and other educational institutions.

NURSING PROGRAM MISSION AND GOALS

The mission of the SUNY Empire State College School of Nursing and Allied Health is to offer high-quality, flexible, and innovative programs of study.

Our learning environments promote critical inquiry, cultural humility, and lifelong learning. The college's mentoring model fosters student success by embracing student diversity and the richness of their unique life experiences.

Program graduates are prepared to serve and lead with excellence on interdisciplinary teams in a variety of complex settings to optimize health outcomes.

The goals of the Nursing Program are to:

1. Provide seamless academic progression
2. Promote collaborative and dynamic learning environments through both mentoring relationships and the use of technology
3. Promote professional values, including lifelong learning and professional role development, allowing students to reach their full potential
4. Provide accessible, affordable and flexible programs of study to meet the academic needs of the adult learner
5. Facilitate faculty development related to teaching, scholarship and service to the college and community.

ACCREDITATION

The college is accredited by the Middle States Commission on Higher Education (MSCHE), which is recognized by the U.S. secretary of education to conduct accreditation activities for institutions of higher education in Delaware, the District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico and the U.S. Virgin Islands. MSCHE also is recognized by the Council on Higher Education Accreditation.



The Middle State Commission on Higher Education is located at 3624 Market Street, Philadelphia, PA 19104.
Phone: 267-284-5000.

The RN to BSN, the M.S. in Nursing Education and the M.S. in Nursing Administration programs at SUNY Empire are accredited by the [Commission on Collegiate Nursing Education](#).

Tau Kappa At-Large Chapter, Sigma Theta Tau International Honor Society of Nursing



SUNY Empire School of Nursing is affiliated with Tau Kappa at-Large Chapter of Sigma Theta Tau International (STTI) Honor Society of Nursing. The chapter's membership works to further the mission of STTI, which is advancing world health and celebrating nursing excellence

in scholarship, leadership and service. Eligible students and graduates are invited to join the chapter each year and be active participants in chapter activities throughout their professional lives.

HOW TO APPLY

To apply, simply begin the application process by going to [How to Apply](#).

APPLICATION DEADLINES

The Nursing Program accepts applications for the fall, spring, and summer terms, and has limited capacity. If students cannot be accommodated in the term that is their first choice, their application will be given preference in the next available term.

All accepted students must complete an online orientation. Information about the online orientation is provided with the official acceptance notification. Upon completion of the online orientation, students are assigned a mentor and are able to register for classes.

Technical Requirements

The college identifies hardware and software requirements for engaging in online learning. These requirements can be found at [Software and Computer Hardware](#).

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

RN TO BSN PROGRAM ADMISSION REQUIREMENTS

RN to BSN program:

- An admissions application and essay,
- An active, unencumbered New York state RN license, and
- An associate degree or diploma from a New York state approved nursing program or equivalent.

RN TO BSN PROGRAM OUTCOMES

By the end of the program, graduates will be able to:

1. Integrate knowledge from the nursing, biological and social sciences, and the humanities to provide culturally competent care to individuals, families, and communities;
2. Apply a variety of communication strategies in establishing positive relationships with patients, families, and members of the health care team;
3. Use evidence and information technology to enhance patient safety and promote quality care outcomes;
4. Integrate principles of leadership in promoting collaboration with interdisciplinary teams;
5. Analyze how the baccalaureate-prepared nurse develops professional role identity, including consideration of values, and legal and ethical aspects to nursing practice.

RN TO BSN PROGRAM REQUIREMENTS

The RN to BSN program requires a total of 124 credits completed through a combination of nursing component requirements, transfer credits and credits earned by meeting SUNY Empire general learning requirements.

This upper-division nursing program includes online courses and two, community-based, clinical practice experiences. Most students enroll on a part-time basis and complete the program in 24 to 36 months.

Students should be prepared to spend approximately the following hours per week (reading, research, discussions, and writing) in a 4 credit hour course:

8-week course — 22.5 hours per week

15-week course — 12 hours per week

Nursing Component — 41 Credits

Core — 37 Credits

- NURS 3005 Educational Planning: Transition to Baccalaureate Nursing (4 credits) — This requirement may not be met via transfer credit or prior learning assessment.
- NURS 3010 Health Assessment (4 credits)
- NURS 3015 Pharmacology (4 credits)
- NURS 3020 Nursing Informatics (4 credits)
- NURS 3025 Nursing Research (4 credits)
- NURS 4005 Health Care Delivery Systems and Policy (4 credits)
- NURS 4010 Professional Issues and Leadership in Contemporary Nursing (4 credits)
- NURS 4015 Community Health Nursing (4 credits)

Prerequisites: NURS 3005, NURS 3010, NURS 3015, NURS 3020, NURS 3025

- NURS 4020 Baccalaureate Nursing Capstone (5 credits)

This requirement may not be met via of transfer credit or prior learning assessment.

Prerequisites: NURS 3005, NURS 3010, NURS 3015, NURS 3020, NURS 3025, NURS 4015

Elective Requirement — 4 credits

Examples of nursing courses that can be used to meet the elective requirement are:

- NURS 3035 Interdisciplinary Perspectives in Global Health (4 credits)
- NURS 3040 Foundations of Palliative Care (4 credits)

More than 50 online courses have been approved by the nursing faculty to meet the elective requirement.

In addition, the following professional certifications also have been approved to meet the elective requirement:

AACN Certification Corporation: Certification for Adult Critical Care Nurses (CCRN Adult) 4 credits

AACN Certification Corporation: Certification for Neonatal Critical Care Nurse (CCRN Neonatal) 4 credits

AACN Certification Corporation: Certification for Pediatric Critical Care Nurses (CCRN Pediatric) 4 credits

AACN Certification Corporation: Certification for Progressive Care Nurses (PCCN) 3 credits

American Board of Neuroscience Nursing (ABNN): Certified Neuroscience Registered Nurse (CNRN) 3 credits *see date

American Board of Perianesthesia Nursing Certification: Certified Ambulatory Perianesthesia Nurse (CAPA) 4 credits

American Board of Perianesthesia Nursing Certification: Certified Post Anesthesia Nurse (CPAN) 4 credits

American Board of Wound Management (ABWM): Certified Wound Specialist (CWS) 3 credits *See R&C for dates

American Heart Association (ACLS) 2 credits

American Heart Association (PALS) 2 credits

American Nurses Credentialing Center: Certified Gerontological (ADN) Nurse 3 credits

American Nurses Credentialing Center: Psychiatric and Mental Health Nurse Generalist 3 credits

Board of Certification for Emergency Nursing: Certified Emergency Nurse (CEN) 3 credits

Competency and Credentialing Institute: Certified Perioperative Nurse (CNOR) 3 credits

Medical-Surgical Nursing Certification Board: Certified Medical-Surgical Registered Nurse (CMSRN) 4 credits

National Board for Cert of Hospice and Palliative Nurses: Certified Hospice and Palliative Nurse (CHPN) 3 credits

Nursing Case Management Certification (ANCC) 4 credits

Oncology Nursing Certifications Corporation (ONCC): Certified Breast Care Nurse (CBNC) 3 credits

Oncology Nursing Certifications Corporation (ONCC): Oncology Certified Nurse (OCN) 4 credits

Pediatric Nursing Certification Board: Certified Pediatric Nurse (CPN) 3 credits

Wound, Ostomy, and Continence Nurse Cert Board: Certified Continence Care Nurse (CCCN) 3 credits

Wound, Ostomy, and Continence Nurse Cert Board: Certified Ostomy Care Nurse (COCN) 3 credits

Wound, Ostomy, and Continence Nurse Cert Board: Certified Wound Care Nurse (CWCN) 3 credits

General Learning Component — 79 Credits

The remaining 79 credits are obtained via the transfer of credits and by completing SUNY Empire general learning requirements. Students are required to meet all of the SUNY undergraduate General Education Requirements outlined in the [Undergraduate Catalog](#).

RN TO BSN CLINICAL PRACTICE EXPERIENCES

The clinical practice experience requirements are embedded into the Community Health Nursing (NURS 4015) and Baccalaureate Nursing Capstone (NURS 4020) courses. These clinical experiences are designed to meet both predetermined and personal course learning objectives. Students arrange each clinical experience with a chosen preceptor within their own community, under the guidance of the clinical coordinator and a faculty member.

The clinical courses require advanced planning in order to integrate the clinical experiences and coursework into current employment and family schedules. It is recommended that students begin the planning process at least six months before course registration. Students initiate the planning process by contacting the clinical coordinator to receive instructions on how to upload their clinical paperwork into an online secure database for lead faculty review and approval.

These courses are completed near the end of the program and are offered during the fall, spring, and summer 15-week terms. **Clinical placement paperwork is due by June 1 for a fall clinical experience, October 1 for a spring clinical experience, and February 1 for a summer clinical experience.**

Guidelines for Clinical Practice Experiences

The Community Health Nursing course requires 45 direct practice experience hours working with a preceptor in a community-based setting. This course focuses on community health nursing and involves viewing populations and aggregates as the client. Some examples are entire communities within a geographic region, migrant workers, teen parents, older adults, veterans, children with special needs, etc. Some examples of appropriate settings include a public health agency, school, community hospice, parish nurse program, or outpatient clinic with community outreach programs.

For the community health experience, the preceptor must be an experienced RN with a minimum of a bachelor's degree in nursing or a licensed professional from another health care discipline, such as a physician or social worker.

The Baccalaureate Nursing Capstone course requires 90 direct practice experience hours with a nurse preceptor in a leadership position. This is a nursing leadership course with four specialty tracks: administration, clinical practice, education, and informatics. Students choose practice sites based on their area of interest. Examples of appropriate settings include a hospital, long term care facility, college, medical office, or hospice. Community settings also may be utilized as long as the experience focuses on leadership.

For the capstone experience, the preceptor must be an experienced RN in a leadership role with a minimum of a bachelor's degree in nursing.

Professional Expectations

The nursing program prepares nurses to function as professional nurses. In completing their academic program, nursing students come into direct contact with health agency staff and patients as part of their clinical practice experience. SUNY Empire has an obligation to protect patients and staff; cannot tolerate student behavior that exploits, endangers, compromises or threatens the welfare, safety, or rights of staff and patients. SUNY Empire expects students to demonstrate a set of values and attitudes consistent with the highest professional standards, and to comply with professional nursing standards and institutional codes of conduct.

As noted by the American Nurses Association (ANA) (2021) in *Nursing Scope and Standards of Practice, 4th ed*; the standards of professional performance describe a competent level of behavior in the professional role, including activities related to: nursing process, care coordination, health teaching, health promotion, ethics, advocacy, respectful and equitable practice, communication, collaboration, leadership, education, scholarly inquiry, quality of practice, professional practice evaluation, resource stewardship, and environmental health. All registered nurses are expected to engage in professional role activities, including leadership, appropriate to their education and position. Registered nurses are accountable for their professional actions to themselves, their health care consumers, their peers, and ultimately to society.

Nursing Program Undergraduate Policies

The college has academic and student life policies and procedures that pertain to all students. Please see the college's undergraduate and graduate catalogs for specific academic policies, including the grievance and academic appeal policies.

[Undergraduate and Graduate Catalogs](#)

In addition to collegewide policies, the Nursing Program also has the following policies.

TRANSFER CREDIT POLICY

- Advanced-level credits taken in another baccalaureate nursing program will be considered for transfer to the BSN nursing concentration requirements. Prior nursing coursework must be dated no more than 10 years from the date of student matriculation into the RN to BSN program. Students should discuss questions about transfer credit decisions and BSN degree completion requirements with their primary mentor.
- Transfer credit is not accepted for Educational Planning and Baccalaureate Nursing Capstone courses.
- Grades of C- and below are not accepted as transfer credit for BSN core courses.

GPA EVALUATION AND GRADING POLICY

Students receive letter grades for all nursing courses. Students must earn a minimum of a C grade in all nursing courses and achieve a cumulative GPA of 3.00 or higher in nursing core courses.

COURSE REPEAT POLICY

Undergraduate

Students who attempt a required nursing course and are unsuccessful (i.e., receive a grade of C-, D+, D, D-, F, ZW or WD after day 28) may repeat the course one time. A student must receive a passing grade on the second attempt at the required course. If a student is unsuccessful in passing the repeated required courses, they will be dismissed from the nursing program. A student may repeat a maximum of two core nursing courses within the undergraduate program. A [Repeat Study Approval Form](#) must be filled out before the course may be repeated.

TIME LIMIT FOR PROGRAM COMPLETION POLICY

The undergraduate program is designed to be completed at a student's own pace, but all degree requirements must be completed successfully within six years of date of matriculation.

CONCURRENCE POLICY

Students with catalog year of 2018–2019 and later are not required to have a concurred degree program. Please contact your mentor with any questions.

NONMATRICULATED STUDENT ENROLLMENT IN NURSING COURSES POLICY

For more information on enrolling as a nonmatriculated student, please visit our [Nursing Nondegree Study](#) page.

PROFESSIONAL CONDUCT WARNING AND DISMISSAL POLICY

The dean may issue a warning or may dismiss a student from the School of Nursing if the student:

- Fails to provide information required for clinical experience placement, including a criminal background check or other prescreening or immunization requirements;
- Is ineligible for participation in the clinical experience at a health facility for any reason;
- Fails to successfully complete the required number of clinical experience hours for course completion;
- Demonstrates a lack of commitment to the values of the nursing profession as evidenced through behavior and attitudes demonstrated during a clinical experience or within an online learning environment.

The procedure for warning or dismissal is as follows.

- Upon recommendation of faculty or preceptor and after reviewing all available evidence, the dean places the student on warning or dismisses the student from the School of Nursing. Once all the available evidence is considered, the dean notifies the student of the decision in writing. The notification will include the effective date of the warning or dismissal and will be shared with the student's mentor.
- If a student's behavior appears to present an immediate danger to the welfare and safety or rights of staff or patients, the dean suspends the student pending an investigation and decision. A student who receives a warning or is dismissed from the School of Nursing may appeal the decision according to the college's Grievance policy. This policy may be found in the [Undergraduate Catalog](#).

Student Representation on College Committees

Students have the opportunity to represent the student body on various college committees. Please see the School of Nursing and Allied Health MyESC webpage for opportunities on collegewide committees. Students who are interested in serving on committees should contact their mentor or advisor and/or follow instructions posted with the notices of service opportunities.

Master of Science Degree in Nursing Education and Master of Science Degree in Nursing Administration

M.S. IN NURSING EDUCATION AND M.S. IN NURSING ADMINISTRATION ADMISSION REQUIREMENTS

M.S. in Nursing Education and M.S. in Nursing Administration programs:

- An admissions application and essay,
- An active, unencumbered RN license
- A bachelor's degree in nursing with a GPA of 3.00 or higher, and
- A resume that clearly demonstrates a minimum of one year of clinical practice as a registered nurse.

M.S. IN NURSING EDUCATION AND M.S. IN NURSING ADMINISTRATION PROGRAM OUTCOMES

By the end of the program, graduates will be able to:

1. Integrate advanced principles and theories from nursing and related sciences to effect changes in health care practices and policies;
2. Assume a leadership role on interprofessional teams and facilitate collaboration by using advanced communication skills;
3. Critique strategies for ethical decision making in nursing research, education, and clinical practice management;
4. Engage in lifelong learning activities that further professional role development (as a nurse educator or a nurse administrator);
5. Synthesize evidence to inform decision making and evaluate outcomes in a variety of practice settings;
6. Design person-centered and culturally responsive approaches to promote optimal health outcomes;
7. Use informatics and health care technologies to enhance practice.

M.S. IN NURSING EDUCATION REQUIREMENTS

The M.S. in Nursing Education program requires a total of 36 credits, including six core courses, one graduate-level course, four courses within the nursing education specialty, and one graduate-level elective course. All courses are 3 credits each.

Core — 18 credits

- NURS 6005 Theoretical Foundations of Nursing Practice
- NURS 6010 Professional Role Development and Ethics
- NURS 6015 Nursing Research and Evidence Based Practice
- NURS 6020 Contemporary Issues in Health Care
- NURS 6025 Informatics and Health Care Technology
- NURS 6030 Population Health, Human Diversity and Social Issues

Additional Graduate-Level Courses — 3 credits

- NURS 6080 Advanced Pathophysiology, Health and Physical Assessment, and Pharmacology

Nursing Education Specialty Courses — 12 credits

- NURS 6050 Curriculum and Program Development
- NURS 6055 Instructional Design and Teaching with Technology
- NURS 6060 Measurement, Assessment and Evaluation of Learners and Programs
- NURS 7005 Nursing Education Capstone

Graduate-Level Elective Requirement — 3 credits

M.S. IN NURSING ADMINISTRATION REQUIREMENTS

The M.S. in Nursing Administration program requires a total of 33 credits, including six core courses, four courses within the nursing administration specialty, and one graduate-level elective course. All courses are 3 credits each.

Core — 18 credits

- NURS 6005 Theoretical Foundations of Nursing Practice
- NURS 6010 Professional Role Development and Ethics
- NURS 6015 Nursing Research and Evidence Based Practice
- NURS 6020 Contemporary Issues in Health Care
- NURS 6025 Informatics and Health Care Technology
- NURS 6030 Population Health, Human Diversity and Social Issues

Nursing Administration Specialty Courses — 12 credits

- NURS 6065 Healthcare Finance and Budgeting
- NURS 6070 Organizational Theory and Human Resource Management
- NURS 6075 Innovative Leadership in Healthcare Organizations
- NURS 7010 Nursing Administration Capstone

Graduate-Level Elective Requirement — 3 credits

M.S. IN NURSING EDUCATION AND M.S. IN NURSING ADMINISTRATION CAPSTONE PRACTICUM EXPERIENCES

The capstone practicum experience requirements are embedded into the Nursing Education Capstone (NURS 7005) and Nursing Administration Capstone (NURS 7010) courses. These practicum experiences are designed to meet both predetermined and personal course learning objectives. Students arrange the practicum experience with a chosen preceptor within their own community, in consultation with their advisor and the capstone lead faculty.

The capstone practicum experiences require advance planning in order to integrate the experience and coursework into current employment and family schedules. It is recommended that students begin the planning process at least six months before course registration. Students initiate the planning process by contacting their advisor to receive instructions on how to upload their clinical paperwork into an online secure database for lead faculty review and approval.

These courses are completed at the end of the program and are offered during the 15-week fall and spring terms. **Clinical placement paperwork is due by June 1 for a fall practicum experience and October 1 for a spring practicum experience.**

Guidelines for Capstone Practicum Experiences

The capstone practicum component is fulfilled by completing 45 hours working with a preceptor. The preceptor must be an experienced RN who holds at least an MS degree in nursing or a related field. Preceptors facilitate learning experiences within the primary area of concentration (Education or Administration), and they also provide feedback that faculty use for evaluation of student achievement of learning outcomes.

For the Nursing Education Capstone course, participation in a direct care component is a requirement within the capstone practicum. Direct care refers to nursing care provided to individuals or families that is intended to achieve specific health goals or achieve selected health outcomes. Direct care may be provided in a wide range of settings, including acute and critical care, long term care, home health, community-based settings, and educational settings (AACN, 2011, p. 33). Education Track students must explain how they will meet the direct care requirement within their practicum.

ADVANCED CERTIFICATE IN NURSING EDUCATION

The advanced certificate in nursing education is ideal if you are a nurse with a Master of Science in Nursing degree in another specialty (nurse practitioner, administrator, informaticist, or midwifery) and wish to become a nurse educator. The advanced certificate will prepare you to assume a nurse educator role as a clinical preceptor, staff development educator, and faculty member in collegiate nursing and allied health programs.

Upon successful completion of the certificate, you will be able to:

Identify program goals and outcomes, write learning objectives, and select appropriate learning activities and evaluation strategies.

Demonstrate knowledge of instructional design, including analysis, assessment, and evaluation.

Apply concepts and principles relevant to assessment, measurement, and evaluation.

Four graduate-level online courses (12 credits total) prepare you for teaching positions in academic or practice settings. The certificate can be completed in two terms.

- NURS 6050 Curriculum and Program Development
- NURS 6055 Instructional Design and Teaching with Technology
- NURS 6060 Measurement, Assessment and Evaluation of Learners and Programs
- NURS 7005 Nursing Education Capstone

Admissions Requirements:

Complete our admission application.

Provide proof of a New York state (or state of residence) unencumbered license as a registered nurse and any other advanced-practice license.

Provide proof of a master's degree in nursing with a cumulative GPA of 3.0 or higher

Submit official transcript(s) from previously attended regionally accredited colleges and universities.

Submit evidence of completing graduate-level content for advanced health assessment, pathophysiology and pharmacology.

Nursing Program Graduate Program Policies

The college has academic and student life policies and procedures that pertain to all students. Please see the college's graduate catalog for specific academic policies, including the grievance and academic appeal policies. Please see the college's [Graduate Catalog](#).

In addition to collegewide policies, the Nursing Program also has the following policies.

GPA EVALUATION, GRADING POLICY

Students receive letter grades for all nursing courses. Students must earn a minimum of a C grade in all nursing courses and achieve a cumulative GPA of 3.00 or higher in nursing core courses.

Students who do not successfully complete a nursing course are permitted a second attempt (i.e., earns an C-, D+, D, D-, F, ZW or WD after day 28).

COURSE REPEAT POLICY

Graduate

Students who attempt a required nursing course and are unsuccessful (i.e., receive a grade of F, ZW or WD after day 28) may repeat the course one time. A student must receive a passing grade on the second attempt at the required course. If a student is unsuccessful in passing the repeated required courses, they will be dismissed from the nursing program. A student may repeat a maximum of two required nursing courses within the graduate program.

A [Repeat Study Approval Form](#) must be filled out before the course may be repeated.

TRANSFER CREDIT POLICY

Students may transfer up to 12 credits into the master's program. To be eligible for consideration, these credits must be:

- Graduate level;
- From a regionally accredited college or university;
- Not more than six years old;
- A final grade of B or better; and
- Related to the student's program/content area.

A student begins the transfer request process by having an official transcript and course syllabus of all credit they wish to be considered sent to the School of Nursing.

TIME LIMIT FOR PROGRAM COMPLETION POLICY

The graduate program is designed to be completed at a student's own pace, but all degree requirements must be completed successfully within six years of date of matriculation.

MINIMUM STUDY POLICY

To remain active, a student must enroll for a minimum of one credit-bearing course during an academic year. If a student has not enrolled in a credit-bearing course and has not been granted a leave of absence by the dean of the school, or designee, the student will be considered inactive and administratively withdrawn from the program.

If a student has been administratively withdrawn from a program and wishes to return, the student must reapply to the college. The student's application will be reviewed for admission under the admission standards that are current at the time of the new application.

NONMATRICULATED STUDENT ENROLLMENT IN GRADUATE NURSING COURSES POLICY

For more information on enrolling as a nonmatriculated student, please visit our [Nursing Nondegree Study](#) page.

School of Nursing and Allied Health Faculty and Staff

Name	Extension	Email Address
Kimberly Balko, Ph.D., RN Associate Professor	2511	Kimberly.Balko@esc.edu
Melissa Cetnar, M.B.A. Academic Advisor	8556	Melissa.Cetnar@esc.edu
Kathy Cole Administrative Assistant 1	2519	Kathleen.Cole@esc.edu
Michael DiNicola, M.S. Academic Advisor	2975	Michael.DiNicola@esc.edu
Rebecca Funk, M.S. Academic Advisor	2706	Rebecca.Funk@esc.edu
Rebecca Hegel, D.N.P., FNP-C, RN Program Director	2566	Rebecca.Hegel@esc.edu
Cathy Hoff, B.S. Program Aide	2499	Catherine.Hoff@esc.edu
Norine Masella, M.S., RN, CNE Assistant Professor	2953	Norine.Masella@esc.edu
Lynn McNall, M.S., RN, CNE Associate Professor	2488	Lynn.McNall@esc.edu
Jacqueline Michaels, M.S., RN, CNE Associate Professor	2505	Jacqueline.Michaels@esc.edu
Jordan Noll, B.S. Clinical Coordinator	2559	Jordan.Nolli@esc.edu
Cynthia Patrick, M.S. Academic Advisor	3025	Cynthia.Patrick@esc.edu
Lisa Schulte, DNS, RN, CGRN Associate Professor	3459	Lisa.Schulte@esc.edu
Teresa Smith, M.S., RN Assistant Professor	2818	Teresa.Smith@esc.edu
Kim Stote, Ph.D., MPH, RDN Dean	2499	Kim.Stote@esc.edu
Sarah Valentine, Ph.D., RN Assistant Professor		Sarah.Valentine@esc.edu
Dianne White, M.S., RN Associate Professor	2727	Dianne.White@esc.edu
Erin White, B.S. Coordinator of Student Services	2812	Erin.White@esc.edu



SUNY EMPIRE
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School of Nursing

113 West Avenue
Saratoga Springs, NY 12866

Nursing 800-847-3000, ext. 3020
Allied Health 800-847-3000, ext. 3045

<https://www.esc.edu/nursingalliedhealth/>

Nursing.Program@esc.edu
AlliedHealthProgram@esc.edu