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Bachelor's of Science in Nursing Prospective Student Information

Online RN to BSN Degree Completion Program



Online

Revised 3.2021



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BACHELOR OF SCIENCE IN NURSING PROGRAM

Thank you for your interest in Pima Medical Institute's Bachelor of Science in Nursing (RN to BSN) degree completion program. As a prospective student, we would like to provide you with some information regarding the program. This packet includes information on the following: general RN to BSN program description, program's mission, philosophy, goals/objectives, financial commitments, admissions process, curriculum, and frequently asked questions.

Non-Discrimination Policy

In compliance with Title IX of the 1972 Education Amendments, the Equal Employment Opportunity Act of 1972, Title VII of the Civil Rights Act of 1964 as amended, and Section 504 of the Rehabilitation Act of 1974, it is the policy of Pima Medical Institute not to discriminate against any person on the basis of race, color, religion, creed, national origin, sex, age, marital or parental status or disability in all of its educational and employment programs and activities, its policies, practices and procedures.

RN to BSN Program Description

The Pima Medical Institute (PMI) Bachelor of Science in Nursing Degree Completion program (RN to BSN program) of study is designed for Registered Nurses working in the profession to obtain a RN to BSN degree through an online learning platform. The program is enhanced by general education credits that enables the nurse generalist to expand their knowledge base and is aimed to prepare Associate Degree and Diploma nurse graduates for increased responsibility in an ever-evolving health care environment. The RN to BSN program of study focuses on theories, concepts, and principles important for development of nursing leadership and management knowledge, skills, and attitudes; evidence-based research analysis and utilization; and pertinent clinical, fiscal, legal, and political trends confronting healthcare and the nursing profession. The graduate will be prepared to assume roles requiring increased leadership capability and clinical responsibility in the delivery of care to diverse individuals, families, communities, and global populations.

Mission Statement

The mission of the RN to BSN Program at Pima Medical Institute is to prepare the nurse generalist to lead the transformation of professional nursing practice by developing critical assessment and thinking skills necessary to care for diverse patient populations.

This Mission is accomplished through the integration of state-of-the art academics and technology with personal attention to each student's uniqueness to help prepare the nurse generalist for enhanced clinical leadership and formal career advancement. The curriculum is enhanced by general education credits that enable the nurse generalist to expand their knowledge base. Dedicated faculty facilitate a learning-centered environment focused on providing culturally competent care for diverse populations within the global community.



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Program's Philosophy

The philosophy of the RN to BSN Nursing Program is to offer quality nursing education that nurtures clinical reasoning; competent and compassionate care, and service-oriented nursing professionals who lead processes for developing better healthcare environments for healthcare consumers and the nursing profession. As educators, we believe in the worth, uniqueness, and potential of every human being and therefore promote in each nursing student a sense of self-worth, discovery and excellence by providing a student-centered nursing educational program that provides experiential learning activities relevant to the individual student. It is expected that the graduate will in turn believe in the worth, uniqueness, and potential of every person with whom they come in contact, whether as a participant in civic responsibilities or in service to others.

It is the faculty's responsibility to offer a solid educational experience while the students accept responsibility for their learning. The faculty, students, and graduates represent their chosen field and must demonstrate strong ethical comportment and accountability with respect for human rights and dignity. In addition, they must be willing to grow within their profession to provide continued excellence in leadership and patient care through a personal commitment to self-directed life-long learning, awareness of changes and diversification occurring in the health care environment, and communication with the health care team and other professional organizations.

Goals and Objectives

The RN to BSN program has developed its mission, goals, and objectives to align with the mission of Pima Medical Institute and professional nursing standards and guidelines. The program and curriculum are dynamic to meet the continuously changing needs of the nursing profession and diverse patient population. To accomplish the mission of the nursing program, the nursing faculty has identified five goals for the nursing program. At the completion of the baccalaureate program, the graduate will be prepared to lead clinical, organizational, and professional transformation of nursing and healthcare. The nursing program will prepare the graduate nurse with the knowledge, skills, and attitudes to be:

1. Leaders and managers supporting integration of quality, safety, and technology throughout the healthcare milieu;
2. Collaborators, communicators, and decisions makers within complex healthcare organizations sustaining cognizance of legal, ethical, fiscal, and regulatory trends/issues;
3. Evaluators of Evidence-Based Literature aimed at research utilization to improve outcomes;
4. Promoters for health, wellness, and disease prevention for diverse individuals, families, populations and communities; and
5. Advocates for life-long learning, professional identity, and the all-encompassing nursing profession.



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Student Learning Outcomes

The programmatic student learning outcomes are performance indicators that provide evidence of the students' achievement of the programmatic goals. Each objective documents student achievement of various milestones along the education pathway. The outcome milestones are used as an evaluative measurement to determine effectiveness of the education program and serve to guide maintenance or revision of various components of the nursing program. The programmatic Mission, Philosophy, Goals and Objectives and Student Learning Outcomes have been guided by the AACN *Essentials of Baccalaureate Education for Professional Nursing Practice* (AACN, 2013).

Upon completion of the program, students will be able to:

1. Integrate nursing knowledge with the humanities, arts, and sciences as a foundation for effective clinical reasoning to support independent and interdependent decision making in the delivery of care to diverse individuals, families, communities, and populations.
2. Demonstrate leadership in promoting safe, quality care with a focus on continuous improvement within a variety of organizations and healthcare systems.
3. Utilize best current evidence from nursing and the sciences to support decision making, and disseminate/participate in nursing scholarship.
4. Integrate a variety of technologies to communicate, support, and provide safe quality care to diverse individuals, families, communities and populations across the healthcare continuum.
5. Influence the allocation of health resources and reduce health disparities through practice and participation in the shaping of healthcare policy, finance, and regulatory environments.
6. Foster open communication, mutual respect, and shared decision making by functioning effectively with patients/families, communities/populations, nursing colleagues, and inter-professional teams.
7. Utilize all levels of prevention to promote health and reduce disease/injury in diverse individuals, families, communities, and populations in complex situations.
8. Assimilate professional, ethical, legal, and leadership principles consistent with that of a professional nurse in a dynamic healthcare system.
9. Provide competent nursing care to diverse individuals, families, communities, and populations in a variety of settings across the lifespan.



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PMI Recognized Holidays

Martin Luther King Jr. Day	3 rd Monday in January
Memorial Day	Last Monday in May
Independence Day	July 4 th
Labor Day	First Monday in September
Thanksgiving	4 th Thursday in November
Veterans Day Observed	4 th Friday in November
Winter Break	Weeks of Christmas and New Year's

Semester Calendar

Semester I		
Terms	Begins	Ends
A	September 1, 2021	October 26, 2021
B	October 27, 2021	December 21, 2021
Semester II		
A	January 5, 2022	March 1, 2022
B	March 2, 2022	April 26, 2022
Semester III		
A	April 27, 2022	June 21, 2022
B	July 6, 2022	August 30, 2022
Semester IV		
A	August 31, 2022	October 25, 2022
B	August 31, 2022	December 20, 2022

Program Structure

The RN to BSN program is presented over a period of 64 weeks. This period is divided into four (4) 16-week semesters consisting of 750 clock hours spent in the online classroom and through experiential learning activities. The individual courses run for a 8-week period or 16 weeks. Not all courses are offered every semester. The RN to BSN degree completion program is designed to be taken in sequence as presented in the program outline however; flexibility is acceptable provided pre-requisite courses are taken in order. Prior to attending any of the online courses offered in this program of study, the student must participate in a short introductory course designed to orient the student to the online learning platform and technology tools utilized throughout the online program.

Program Outline

Please refer to the program outline (on next page) for specific course offerings. Please refer to the Catalog/Program Handbook for information on course descriptions.



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PIMA MEDICAL INSTITUTE
Bachelor of Science in Nursing (RN to BSN)
Program Outline

2021

	Theory	Lab	Extern	Credits
Transfer of Nursing Course Credits				42.0
Transfer of Course Credits				12.0
Transfer of Lower Division General Education Credits				16.0
Transfer Totals				70.0

Semester I (16 Weeks)

Course #	Course	Theory	Lab	Extern	Credits
<i>CPT 301</i>	<i>Microcomputer Applications</i>	45			3.0
<i>ENG 310</i>	<i>Technical Writing</i>	45			3.0
<i>REL 200</i>	<i>World Religions</i>	45			3.0
NUR 300	Role Transition and Professional Development	45			3.0
Semester I Total		180			12.0

Semester II (16 Weeks)

Course #	Course	Theory	Lab	Extern	Credits
<i>PHI 301</i>	<i>Critical Thinking</i>	45			3.0
NUR 320	Integrated Health Assessment for the Experienced Nurse	45			3.0
NUR 380	Nursing Informatics	45			3.0
<i>SPA 210</i>	<i>Spanish for the Medical Professional</i>	45			3.0
Semester II Total		180			12.0

Semester III (16 Weeks)

Course #	Course	Theory	Lab	Extern	Credits
<i>MTH 315</i>	<i>Statistical Concepts</i>	45			3.0
<i>SOC 325</i>	<i>Culture and Human Diversity</i>	45			3.0
NUR 425	Foundations of Evidence-Based Nursing Practice	45			3.0
NUR 400	Transcultural Nursing Practice	45			3.0
Semester III Total		180			12.0

Semester IV (16 Weeks)

Course #	Course	Theory	Lab	Extern	Credits
NUR 440	Quality Improvement in Nursing and Health Care Organizations	45			3.0
NUR 475	Community Oriented Nursing Practice and Global Health Issues	75			5.0
NUR 480	Nursing Leadership & Healthcare Management	90			6.0
Semester IV Total		210			14.0
SEMESTERS I, II, III, IV TOTALS		750	0	0	50.0
PROGRAM TOTALS		750	0	0	120.0

Total Hours: 750 (750 Theory/0 Lab/0 Extern)

Total Weeks: 64

Definition of Credit: 1 Credit = 15 Lecture Hours/30 Lab Hours/45 Extern Hours



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Grades for all courses completed and attempted are recorded on students' permanent transcripts using the following grading system—PMI does not award pass/fall grades:

Grade	Standing	Percentage
A	Excellent	93-100%
B	Good	85-92%
C	Average	77-84%
F	Failing	Below 77%
INC	Incomplete	
TR	Transfer of Credit	
X	Leave of Absence	
W	Withdrawn	
T	Terminated	

To academically progress each semester, students are required to maintain a cumulative grade point average (GPA) of 2.0 and must complete their program within one and one-half (1 ½) times of the published length of the program measured in weeks. Students are monitored for academic progress at the end of each semester. Academic progress may also be impacted if a student receives a “F” (failing) grade in a course; this may occur if the particular course is a pre-requisite to another course that occurs later in the program. Students must complete all pre-requisite courses prior to moving on to subsequent courses. Required pre-requisite course information is included within the course descriptions for the RN-to BSN program in the PMI Catalog Addendum.

General education courses may be taken prior to beginning any of the nursing courses however, CPT 301 - Microcomputer Applications and ENG 310 - Technical Writing courses must be taken prior to most other general education courses offered through Pima Medical Institute and prior to or concurrently with NUR 300 - Role Transition and Professional Development. The majority of the general education courses and 300 level nursing core courses must be completed prior to taking 400 level nursing core courses. MTH 311 - Research Methods must be completed concurrently with NUR 425 - Foundations of Evidence-Based Nursing Practice. Furthermore, NUR 475 – Community Oriented Nursing Practice and Global Health Issues and NUR 480 – Nursing Leadership and Health Care Management have been designed as culminating experiences and must be taken as the final two (2) nursing courses in this program of study.

For each assigned hour of online activities, the student can anticipate an additional 2 hours for outside preparation and learning activities. These outside activities include but are not limited to; reading the assigned materials from the textbook and/or additional resources; conducting research to submit substantive responses for each of the assigned discussion questions; and preparing written assignments. As an example, for a 3 credit theory course with 45 hours of online activities, one should anticipate an additional 90 hours of outside activities or “homework” for a total of 135 hours for the duration of the



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course. For a 7.5-week theory only course, this would mean approximately 18 hours of in-class and homework time per week for that particular course.

Experiential Learning Experiences and Use of RN Mentor

For your clinical component of this program you will be engaging in experiential learning activities. These are essentially select course assignments/activities that will require you to apply the ideas, theories, and concepts that you are learning in the classroom into your real-world nursing practice. These experiences have been intentionally woven throughout the program in your various NUR courses and will involve you as an RN in your current employment role.

These experiential learning activities and projects align with the RN to BSN program goals and objectives. You will select an individual to serve as your mentor throughout this program. Your mentor must;

- Be a BSN prepared RN (at minimum)
- Work with you at your current place of employment as an RN

Your chosen Mentor will guide you as you apply the new knowledge you are obtaining into your actual nursing role. You will have the opportunity to evaluate your Mentor and the experiential learning activities at the end of each semester throughout the program.

Throughout the program you will be expected to maintain a working relationship with the Mentor you name during the NUR 300 course of this program. If your Mentor has to change for any reason, you must select a new mentor (who meets the minimum criterion as outlined above) and notify the Program Director with your new Mentor's information within 7 days. You would need to complete a *Change of RN Mentor form* per your Program Director's instructions. (*Note: if your mentor changes within the program, then you will be required to provide your RN Mentor's Name, Title, Unit/Patient Population, and CV/Resume to the Program Director within 7 days of the change. Additional time may be provide based on Program Director discretion.*)

If the student is unable to secure a RN Mentor at their place of work, they may submit an *Alternative Site and RN Mentor Request form* to their Program Director to receive approval to utilize a RN Mentor at a specific site. This request would subject to Program Director approval, and will be based on certain criteria as outlined above, and within the request form.

You will submit your chosen RN Mentor's information during your NUR 300 course (and at any point within the program that your RN Mentor changes). The following information is required; your RN Mentor's Name, Title, Unit/Patient Population, and successful completion of the Experiential Learning Assignment. This assignment is a mandatory requirement of the NUR 300 course; failure to complete this assignment could result in failure of the course and/or inability to progress in the program.

The experiential learning activities and projects align with the RN to BSN program goals and objectives and are purposively aimed to assimilate what is being learned in the classroom with the actual clinical nursing role. This better prepares you to assume roles requiring increased leadership capability and clinical responsibility in the delivery of care to diverse individuals, families, communities, and global populations.

The following are the expectations required of the RN Mentor;

- A current working colleague (BSN prepared RN) selected by the student, who possesses the expertise to guide the RN to BSN student
- Helps the student navigate the complex healthcare system



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- Assists in finding appropriate organizational experiences that meet assignment, course, and/or program objectives
- Mentor receives a certificate of participation and thank you letter at the student’s degree completion
- Provides credential and education/professional experience that qualifies individual to be a mentor (this information is provided through the Experiential Learning Assignment)
- * *A current Curriculum Vitae/Resume may be needed upon the request of the program faculty/program director for review and documentation purposes*

The mentor/mentee relationship is a professional relationship without direct instructor involvement. The mentor relationship does not require clinical supervision or oversight.

You will have an opportunity to evaluate the Experiential Learning Experiences and your RN Mentor at the following intervals throughout the program (evaluation will take place at the end of the course and will serve as your evaluation for all the NUR courses within that semester);

- Semester I: NUR 300
- Semester II: NUR 380
- Semester III: NUR 425
- Semester IV: NUR 480

You will utilize the evaluation form below (*and on the following page*) to provide feedback. This feedback will help us ensure that the RN Mentor and the Experiential Learning Experiences are satisfactorily meeting expectations and fulfilling program outcomes.

PIMA MEDICAL INSTITUTE
 Bachelor of Science in Nursing (RN to BSN Program)
 Student Evaluation of Experiential Learning Experiences and Mentor

Evaluation of Mentor					
Criterion/Competency	Strongly Agree	Agree/Yes	Neither Agree nor Disagree	Disagree/No	Strongly Disagree
Mentor (answer "Yes" or "No" only):					
• Holds minimum of BSN	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
• RN at student's place of employment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mentor has the expertise to support achievement of expected outcomes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mentor helps student appropriately meet course and program outcomes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Evaluation of Experiential Learning Experiences					
Criterion/Competency	Strongly Agree	Agree/Yes	Neither Agree nor Disagree	Disagree	Strongly Disagree
Experiential learning experiences are integrated into the curriculum and helps integrate new knowledge in practice	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Experiential learning experiences include opportunities for interprofessional collaboration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Experiential learning experiences align with program outcomes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Experiential learning experiences align with course objectives for: (list corresponding NUR courses)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The facility provided an appropriate setting for experiential learning experiences.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



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If an RN to BSN student feels that their chosen Mentor is no longer meeting expectations satisfactorily to help fulfill the program outcomes (or if that is determined by the program Faculty/Program Director based on a rating of “Disagree” or “Strongly Disagree”), then the student should contact the Program Director immediately to discuss strategies to obtain a different RN Mentor. Ultimate responsibility to find a RN Mentor that meets the program minimum requirements will be on the RN to BSN student. The Program Director will also conduct check-ins via email with the RN to BSN Mentor’s a minimum of one time each semester. Feedback regarding the Experiential Learning Experiences will be compiled and reviewed following the same process as end of course surveys; feedback will be evaluated and integrated as necessary at regularly scheduled curriculum review intervals.

Financial Commitments

Finances are often high on a list of student concerns. Listed below are some of the anticipated expenses in the BSN program at Pima Medical Institute. All prices are estimated and fees are subject to change without notice.

Estimated Costs per Calendar Year	Tuition	Application Fee	Registration Fees	Textbooks*	Technology Fee	Total
2021	\$15,000	\$50	\$100	\$2,128	\$275	\$17,553

* Includes shipping and handling. In Arizona, includes Tax @ 8.1%.

**Transfer of PMI credit is not subject to the transfer fee.

Computer Requirements

For all online courses, students must have access outside the campus setting to a computer with the following specifications:

Technology Requirements for Online Courses
Windows 8.1 and up
MAC OS 10.6 and up
4 GB RAM
20 GB free disk space
Internet access- 1.5Mbps speed or above (Broadband connection highly recommended)
Soundcard and speakers
Webcam

There are several requirements that you need to meet in order to successfully take an online course at Pima Medical Institute. Review the [System Check](#)

Library

Access to Pima Medical Institute’s online library is accessed through [Blackboard](#).



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Admission Requirements

The Bachelor of Science in Nursing (RN to BSN) program is a degree completion program. Applicants must maintain an active and unencumbered license as a registered nurse and be employed as a registered nurse in order to be eligible for admission to the program. Admission to the program also requires that the applicant complete a total of 70 semester credits of specific coursework at the postsecondary level. The 70 transfer credits shall consist of 42 nursing credits and 16 general education credits.

Registered nurses who have successfully completed a nationally or regionally accredited college of university will receive a maximum of 42 semester credits for pre-licensure nursing course work. Graduates of a recognized diploma school may be required to take additional lower division courses to meet the overall credits to graduate from the RN to BSN degree completion program. The following lower division courses must be transferred or completed prior to admission to the BSN program: English Composition, 3 credits; Biological Sciences (Anatomy and Physiology or Microbiology) 4 credits; Social Sciences (both Psychology and Sociology), 5 credits; and Mathematics, 3 credits. Please see additional admissions and transfer credit requirements on page 119 and 137 of the PMI catalog.

Furthermore, lower division general education courses numbered 100 or 200 may be eligible for up to 21 semester transfer credits and upper division general education courses numbered 300 or 400 may be eligible for up to 18 semester transfer credits provided a grade of “C” or better is achieved, course descriptions and content are similar to that of PMI courses, and courses fulfill an appropriate category in arts or foreign language, humanities, biological, physical & social sciences, written & oral communication, mathematics, and computer applications as determined through the official transcript review.

Prior to attending any of the online courses offered in this program of study, the student must complete an Instructor-led online orientation to introduce the student to the online learning platform and technology tools utilized throughout the program.

Frequently Asked Questions:

1. How many students are admitted into the program?

A full program of study begins three times in a calendar year (i.e., January, May, August/September).

2. How many students are enrolled in each course?

Pima Medical Institute accepts –a maximum of 25 students in each course section. If there are more students interested in a particular course, additional sections of that course can be opened.

3. Is there a deadline to complete the admissions process?

Qualified applicants are accepted on a first come, first served basis until the class is full.

4. Will my previous college credits transfer?



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You will be able to transfer credits to any Pima Medical Institute program if they are transferred from a nationally/regionally accredited institution; you received a grade of “C” or better; and the course is numbered 100 and above. The transferred credits are required to be a broad sampling of various educational experiences that satisfy accreditation standards. Refer to the catalog/program requirements for more specific information.

Students requesting credit for previous education must submit official transcripts, course descriptions, and other supporting documentation as deemed appropriate by the Program Director. Credit can only be awarded for courses that meet the requirements mentioned above. Determination of transferable college credit will be decided on an individual basis by the Program Director.

5. Will credits from Pima Medical Institute transfer to another institution?

Pima Medical Institute does not guarantee any transfer of credits; the transfer of credit is up to the receiving institution. Additionally, we have articulation agreements with several regionally accredited institutions for graduates seeking additional bachelor’s or master’s degrees.

6. Is Financial Aid available?

Financial Aid is available to eligible students. Please contact your Admission Representative to schedule a Financial Aid appointment.

7. Is the program accredited?

The RN to BSN program at Pima Medical Institute (PMI) is accredited by the Accrediting Bureau of Health Education Schools (ABHES) and approved by the Arizona State Board for Private Post-Secondary Education. The RN to BSN program at PMI is also accredited by the Commission on Collegiate Nursing Education (CCNE) governed by the [American Association of Colleges of Nursing](#) (AACN).

9. How does online education work?

Pima Medical Institute’s online programs are taught asynchronously via the Internet, allowing for schedule flexibility to help students balance school, family, work and other personal commitments. These programs feature a rigorous curriculum and dedicated instructors and staff, just like Pima Medical Institute’s ground campuses. Each online class is led by an instructor, and students are part of a virtual class of other students.

10. What is the course schedule?

Semesters begin on a Wednesday and courses run for 8 weeks.

NUR 475 (Community Oriented Nursing Practice and Global Health Issues) and NUR 480 (Nursing Leadership and Healthcare Management) in the fourth semester of the RN to BSN Degree Completion Program runs for a full 16-week semester.

11. Will I be required to be online at a particular time?

No, you do not need to be online at any specific time. You can access your class from any computer with an Internet connection, 24 hours a day, seven days a week.



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12. If I have an issue, where do I go for help? How soon can I expect a response?

If you have a question about course content or need extra help with the coursework, you should contact the instructor in that course. Instructors are available to provide personal feedback and one-on-one assistance to students. If additional assistance is needed and/or concerns could impact course progression or program completion, then you should contact the Program Director. If you have other questions about books, financial aid, time management, etc. you can contact the online department and we will assist. You can expect a response within 24 hours.

13. If I decide that online education isn't for me, can I transfer to a ground location?

No, there are no on ground equivalent programs at this time.

14. Will I have textbooks in the program?

You will utilize e-books for all of your other courses within the RN to BSN program. E-books will be accessible to you through your Blackboard courses. You will have the option to download your books offline utilizing VitalSource®; instructions for downloading books will be provided to you. All textbooks/e-books are included within your original Enrollment Agreement.

15. Will Pima Medical Institute provide me with a computer? What about a tablet?

No, a computer will not be provided; You will be personally responsible for ensuring that you have regular access to a Computer throughout the program. You will need to have your own computer or regular access to a computer with Internet access to complete coursework. Yes, you will be provided with a tablet during your first semester. You will need to ensure you have Internet access to complete all coursework. The tablet is included in the nursing program tuition and fee schedule so you can access Blackboard, the online learning management system, and e-books.

16. Do I have to come to campus?

No, you don't have to come to a physical campus location while enrolled in an online program at Pima Medical Institute. You must log-in to your virtual classrooms by specified times/deadlines indicated by the individual course Instructor. You must also uphold the attendance policy outlined in the RN to BSN Student Handbook.