

## **STATEMENT OF UNDERSTANDING**

This is to certify that I understand the following Practical Nursing program policies and agree to abide by such. I also understand that failure to do so may result in dismissal from the program.

**Time commitment:** The Practical Nursing Program is divided into two phases—Practical Nursing I A/B (pre-Clinical Phase) and Practical Nursing II (Clinical Phase). Pre-clinical Phase classes are held for approximately two hours daily, following the school calendar. The Clinical Phase of the program is a full-time program beginning in August until late May or early June.

**Completion:** Completers of the program—those who make an “80” or above in each subject area and conduct themselves appropriately—will be eligible to take the licensing exam given by the Virginia State Board of Nursing.

**Grades and performance:** Grades are very important and demonstrate mastery of subject matter. There is a close correlation between students making good grades and passing the state board licensing exam. The state board of nursing also holds our nursing program accountable for the number of students who take and pass the state licensing exam.

Students are required to achieve a minimum grade of 80% in each unit of learning. Any student who fails to achieve a minimum grade of 80% in any unit of learning will be placed on academic probation. Any student on academic probation who fails to achieve a minimum of 80% in an additional area of learning will be dismissed from the program at that time.

High school students on probation who fail to achieve the minimum grade of 80% in any additional area of learning will be allowed to continue in the program fulfilling credit requirements for a high school diploma but will not be permitted to enter the second year of the LPN program.

**Attendance:** Students may be either dismissed from the program or not allowed to enter the second year if they do not meet the attendance requirements stated in the PN student handbook.

**Tuition:** All fees are subject to change as determined by the Bedford County School Board. Notification of any adjusted tuition will be made by mid-August. High School seniors are exempt from paying tuition for the first nine months of the program. However, they are responsible for other fees as outlined in section IV Expenses (Tuition and Fees). High school seniors who progress to the second nine months of the program will be responsible for tuition as well as other related fees. Fees must be paid in full prior to the beginning of each semester.

### **Additional Expenses:**

- Uniforms
- Textbooks
- Testing Fees
- Educational Materials
- Graduation and State Board Fees
- Professional Dues

**Physical Exam:** Applicants selected by the committee are required to have a medical exam, at their expense, completed prior to entry into the program.

**Drug-Free Workplace:** A drug screening test, at the student's expense, will be performed prior to the beginning the clinical phase of the program. A positive result may be grounds for dismissal from the program. A positive result is determined when there is no documented need for the specific prescribed controlled substance.

When an instructor observes or receives a report of impairment in a student's performance or ability that the instructor has reason to suspect is due to chemical use (including a manager's verified odor of alcoholic beverage), an immediate drug and alcohol screen is administered at the expense of the school. Should the student refuse the drug screen, the student is treated as if a positive result occurred.

**Criminal Background Check:** A criminal background check, at the student's expense, will be completed in August of the second year. For those who are still minors at that time, the criminal background check will be conducted after the 18<sup>th</sup> birthday. Any listed convictions may prevent progression to the clinical phase.

Signature \_\_\_\_\_ Date \_\_\_\_\_

For applicants less than 18 years of age please have a parent or guardian sign.

Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_