I hope you are all looking forward to the orientation session on Friday, June 2nd. By now, most of you have completed the admission process. Once you are fully admitted to the University, you will get a notice from the Regional and Continuing Education Department (RCE). They will assist you with setting up your portal account and course registration. You will not have access to the courses on BlackBoard Learn until you have registered for the courses and paid your fees. Courses are not available on BlackBoard Learn until approximately May 25th for Summer Session, even if your fees are paid earlier.

With our change in curriculum, the courses may not be available for you to register for as early as usual. The email from RCE to you about registering for your classes will likely come late in April or possibly in May. You will want to register for your courses several days prior to June 2nd so you will have access to your courses on BlackBoard on orientation day. Each of you will be accessing your courses during the orientation session.

I have attached a flyer from the Financial Aid office. For those of you that do not have a previous baccalaureate degree, and thus need to take the Upper Division GE classes, I want you to know that financial aid is not available for the one Winter Session course in the program. I believe you might be able to request a little extra aid in the previous semester in anticipation of the fees for this 3-unit course. That is something you may want to discuss with a financial aid counselor.

There are two books that you will need for the summer session courses. The APA Manual that listed below is for use throughout the program. Feel free to buy a used book.


I will send further information about our orientation as we get closer to June. You can check the RN to BSN webpage, in the section for “Enrolled Students” under the heading of “Memos and Notices” to be sure you have the latest information. I post the advising memos there. Be sure to look for the information for the 2017 Cohort as there will still be a 2016 Cohort until the end of the summer. Orientation will most likely be from 9:30AM until 4:30 PM. I will send you a copy of the orientation schedule as we get closer to the date.

-Janet Ellis, MSN, FACHE ®, RN to BSN Advisor/Coordinator