

## Advising Memo for 2020 RN-BSN Cohort Spring 2021

Hi Students,

Congratulations on being half done, or more, with the RN-BSN Program. I admire your tenacity. I know these are challenging times for all nurses and I know you are juggling a lot to achieve this next goal in your nursing education. I am proud of you.

You should all be registered for your Spring Courses by now. Remember that if you are struggling or fall behind for any reason, contact your instructor right away so they will know what is impacting your life and so they can assist you.

It is time to start the process of setting up your clinical documentation. Your instructions for setting up your PreCheck account are attached. We will have you start with **only** the Immunization Documentation. We do not want you to do your background check or your drug test yet. We also do not want you to add anything that will expire prior to mid-August. By waiting until later in the semester to do these things, we hope we will prevent you from having to submit anything more than once.

Once you have set up your PreCheck account, use the Student Guidelines Handbook that is available to Enrolled Students on the RN-BSN webpage to answer questions you may have about the immunization requirements. Note that the Table of Contents is linked to the content for quick access.

We have not started your clinical placements yet, but that will begin within a couple weeks. Sherron Prosser is in Charge of the Clinical Placements and the PHN courses. It is vital that you keep me updated with your current address, or the address of where you will be living this summer if you are anticipating a move. I do not get notified when you change your address in your portal and Sherron does not have access to all of the class through the portal. If you have an address change, change it in your portal AND notify me, please.

If you have not yet applied to graduate, please do so right away. If you think you did it already but want to check look in your student portal, under the "Graduation Information" tab. It will either say "Not Applied" or "Applied-Paid For Graduation". Here is the link in case yours says Not Applied: <https://www.csuchico.edu/gradadvising/graduation-application.shtml> Scroll to the bottom of the page.

Commencement (Walking) is different than Graduation. Commencement is optional. Students who graduate at the end of summer can participate in the May Commencement (if it is held). The Commencement information page still says "TBD". I think it is unlikely they will hold a Commencement on campus. I will probably provide information about Commencement and a Pinning Ceremony a little later in the Semester.

Important weblinks for you:

<https://rce.csuchico.edu/rn-bsn> This takes you to the RN-BSN section of RCE. The bottom of this page is where you register for your classes. Please note the information on Special Session Adds, Drops & Refunds. If you should need to drop a class, be sure and communicate with RN-BSN Coordinator (me) and your instructors. I can help you with the process for requesting a Personal Educational Leave if you need one.

<https://www.csuchico.edu/nurs/programs/rn-bsn/enrolled.shtml> This takes you to the “Currently Enrolled RN-BSN Student” section. Copies of your advising memos and other helpful information is maintained on this webpage.