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OPERATIONAL PLAN

BELLIN COLLEGE
&
COLLEGE OF MENONINEE NATION

This Operational Agreement is designed to facilitate the coordination between the two institutions for students who desire to enroll in Bellin College's Bachelor of Science in Nursing (BSN) program: the Transfer Option or the 15 Month Option.

Bachelor of Science in Nursing (BSN) Program

Transfer Option

Applicants to the Transfer Option must have completed all Bellin College (BC) requirements with a minimum GPA of 3.0 in transfer courses. Only courses from an accredited institution with a grade of "C" or better are acceptable. Grades of "C-", "C/D", "D" or "F" are not acceptable. Students complete the BSN degree in two (2) years, including summer sessions. Classes start annually in the fall semester or spring semester.

15 Month Option

Applicants to the 15 Month Option must have completed at least fifty-six (56) required general education credits and have a minimum GPA of 3.0 in transfer courses. Only courses from an accredited institution with a grade of "C" or better are acceptable. Grades of "C-", "C/D", "D" or "F" are not acceptable. Students complete the BSN degree after 15 months of academic coursework. Classes start each year in January and summer (typically the day after Memorial Day) as noted on the academic calendar posted on the BC website.

ADMISSION of STUDENTS to BC from CMN

Students seeking admission to BC must follow the standard BC application process and procedures. Applicants must meet the criteria for admission at BC. Separate college application forms for each college will be used for admission to both institutions.

Science course credits will not be divided to meet more than one requirement. Any course outside of the natural sciences may be split to satisfy two requirements provided one is the upper-level requirement. Minimum credit distributions must be met prior to splitting of course credits.

The writing requirement can be fulfilled by writing intensive coursework. BC will require that a student provide confirmation that they completed a course section identified as a writing intensive course. Splitting of course credits to satisfy the writing requirement is acceptable. For example, the diversity requirement may be split to meet three credits of diversity and one credit of writing as long as the minimum credit distributions are met.

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Applications will be accepted one year prior to the class start date (see BC website for detailed dates). BC will accept applications for each of the enrollment terms until our target enrollment numbers are met. CMN applicants must meet the BC admission criteria and meet the predetermined application deadlines as established. If there are seats available after the application deadlines, then CMN students are welcome to apply until the BC enrollment maximum numbers are met. Applications are processed on an annual basis and do not carry over to the next year. Non-admitted applicants must reapply.

Transfer Option

- **CMN seats available for the BC BSN:** Accepted until target enrollment number is met.

- **Notification of prospective student from CMN to BC**: The CMN Advisor will contact the BC Assistant Director of Enrollment Management at the time a prospective or current CMN student expresses interest in the CMN/BC agreement.

- **Applications and application deadlines can be found on the BC website:** See BC website for dates (http://www.bellincollege.edu)

General Education Courses: Fifty-six (56) credits to be completed while attending CMN (or elsewhere with prior approval by CMN). Any Advanced Placement or general education courses taken prior to enrollment at CMN will be reviewed by BC for acceptance. (See BSN Transfer Option admission criteria). Required Bellin College courses not offered through CMN may be taken at Bellin College or elsewhere with approval.

Nursing Courses: Nursing courses are offered through Bellin College, Green Bay, WI.

15 Month Option

- **CMN Seats available**: Accepted until target enrollment number for the January or June entry date until maximum cohorts are met.

- **Notification of prospective student from CMN to BC**: The CMN Advisor will contact the BC Assistant Director of Enrollment Management at the time a prospective or current CMN student expresses interest in the CMN/BC agreement.

General Education Courses: Fifty-six (56) credits of general education courses to be completed or "in process" at the time of application to BC. To be taken at CMN (or elsewhere with prior approval by CMN). Any general education courses taken prior to enrollment at CMN will be reviewed by BC for acceptance. All general courses must be completed before the start date of the cohort.

Nursing Courses: Nursing courses are offered through Bellin College, Green Bay, WI.

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CMN Transfer Option / 15-month Option Admission Criteria

Applicants to the Transfer Option must have completed all requirements, have a minimum GPA of 3.0 in transfer courses, and no grade lower than a "C" in required general education courses. A minimum of 47 credits for the fall BSN transfer option and 41 credits for the spring transfer the CMN transfer option of the 56 general education credits must be completed and all 56 credits general education credits must be completed for the 15-month option. Students should not repeat a required course more than one time; however, this requirement would be evaluated on a case-by-case basis.

Bolded requirements are to be completed prior to entry. The following 56 general education credits are required for degree completion:

Min. Credits	REQUIREMENTS:
16	Natural Sciences
	Anatomy and Physiology I
	Anatomy and Physiology II
	Chemistry
	Microbiology
9	Social Sciences
	Human Development
	Psychology
	Social Studies Elective
6	Humanities
	Philosophy/Ethics
	Humanities Elective
20	Breadth Requirements
	Statistics
	Business
	Diversity
	Communication
	Writing* **
	Math** **
	Medical Terminology
	Nursing Assistant
6+	General Electives** Student must total 56 credits
56	**Total Credits**

Credits from non-semester schools will be converted.

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** One 3 credit course in an elective area must be completed at the upper level.
***If a student has completed a prior bachelor's degree, the Writing Requirement is satisfied.
****Math Requirement must be satisfied with Applications of Contemporary Mathematics, appropriate score on placement exam, or higher-level math course.

Students will need to meet the minimum general education credit requirement to obtain a Bellin College degree.

A credit evaluation will assist in determining eligibility for this option. A Bellin College Admissions Counselor will assist in outlining a plan to fulfill the remaining general education credits that are required.

The Credit Evaluation and GPA calculation will include the courses listed in the above chart.

Official admission is contingent upon receipt of any official transcripts (if courses are in progress at the time of application).

Meeting the minimum program requirement does not guarantee admission.

ADMISSION PROCEDURES - NURSING

1. Once a student declares an interest in applying for nursing, the CMN Advisor will contact the Assistant Director of Admissions and Enrollment at BC. The student will set up a meeting with the BC Assistant Director of Admissions and Enrollment to discuss the application procedure and admissions criteria.

2. If the prospective student meets the BC admission criteria of the program the prospective student will progress. If a prospective student does not meet these BC admission criteria, then the student will be asked to remediate the GPA/coursework before progressing.

3. The CMN Advisor and BC Assistant Director of Admissions and Enrollment will collaborate on an Official Credit Evaluation (at no cost to the student) for acceptance, any Advanced Placement or other college credits have been earned. The credit evaluation will assist in determining admission eligibility and aid as a course planning tool. The CMN Advisor will receive copies of all credit evaluations provided to the prospective student.

4. If the credit evaluation reveals that the prospective student does not yet meet the required coursework criteria for admission, then the CMN Advisor and BC Assistant Director of Admissions and Enrollment will collaborate to outline a Program of Study that identifies the courses needed.

5. CMN students will apply to BC as directed by the application dates noted on the BC website. Standard BC admission criteria processes will be followed. The student must submit the BC application for admission, all applicable transcripts, and three references. After review, if the applicant meets BC admission criteria, an admission interview occurs if applicable. All

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health, and background requirements, and other criteria must be met before admission is final. All requirements must be submitted within the designated application deadlines listed on the letter of acceptance.

6. For students in the process of taking general education courses, the CMN Advisor will coordinate the sending of an official transcript to the BC Admissions Office at the end of each semester. The Program of Study/official transcript will be reviewed to assure that the student is on track and meeting the required Grade Point Average (GPA) of 3.0, with "C" or better in all required courses. If the student does not successfully maintain the Program of Study requirements, then a seat will no longer be held for this student.

Registration and Transcription

A prospective student, who has completed college course work before applying to CMN or BC at an institution other than CMN, will have a credit evaluation completed by BC to determine if any courses are transferrable.

Once a student is enrolled at CMN, courses taken by the student at another institution must be pre-approved by CMN and BC to assure the course meets the required BC transfer course criteria.

Financial Aid and Full Time Enrollment

Financial aid and billing for students admitted to the pre-nursing program are processed through CMN for full-time students. If students are not full time, they are not eligible for CMN scholarship and grant dollars. Once students complete their time at CMN and enroll in the BC 15-Month Option or Transfer Option, BC will process student financial aid and bill students accordingly.

Courses

BC is responsible for determining which courses at CMN will be required as part of the total BC curriculum. BC students are required to meet all prerequisites for CMN courses required in the BC curriculum. The CMN Coordinator/Advisor will provide the BC Director of Admissions and Enrollment with course syllabi for all courses utilized in the CMN pre-nursing. BC will give credit for approved courses taken at CMN when the instructional time and content are comparable to the curriculum requirements. CMN students intending to enroll in nursing options are required to meet all BC program prerequisites.

Communication Between the Two Institutions

Any changes in the policies, regulations, procedures, or conditions at either institution, which affect this Agreement, are communicated to the appropriate officials at the other institution in a timely manner.

This Operational Plan is reviewed and renewed every two years unless a review is requested by administrative staff of either institution in the interim.

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BELLIN COLLEGE

Signed by:
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Chief Academic Officer

4/14/2025
Date

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President

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COLLEGE OF MENOMINEE NATION

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