



# Registered Nursing

*2 Year RN*

*&*

*LVN to RN Pathway*

## Enrollment Policies

for Fall 2025/Spring 2026

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## Preface

The Registered Nursing Enrollment Policies information is revised annually and is designed to provide information that will assist the applicant in becoming better acquainted with the policies and procedures governing entry into the nursing programs. **As it is revised annually, the applicant is responsible for determining how the revisions, if any, would affect their application.**

The RN Admission Selection Criteria are approved by the College's Curriculum Committee and Board of Trustees. These requirements are part of a statewide plan coordinated through the California Community Colleges Chancellor's Office.

The multi-criteria application process utilized by the Merced College Registered Nursing Program follows the requirements from the Chancellor's office (originally approved under AB-1559).

The Merced College Catalog contains information about academic policies and course descriptions. It should be read in conjunction with this Handbook and is available [online](#). The Merced College reserves the right to revise A.S. Degree Requirements and the selection procedure at any point. It is the applicant's responsibility to stay informed of the specific requirements and selection procedure for which they will be evaluated.

## Introduction

### **Merced College**

Merced College, founded in 1962, is a two year community college located in the central San Joaquin Valley. The College's mission, vision, core values and beliefs, and institutional student learning outcomes acknowledge the importance of meeting the needs of our students and contributing to an educated community.

### **Mission**

Growing our community through education and workforce training:

- lifelong learning
- basic skills
- career technical education
- transfer
- degree/certificate programs

Ensuring student success through equitable access, continuous quality improvement, institutional, and student achievement.

*The mission of the Merced College Registered Nursing Program is to prepare our students for careers as professional Registered Nurses that will best serve the community to a recognized standard of excellence. The Merced College Registered Nursing program focuses on 1) student success; 2) cultural diversity; 3) interrelationships of life experiences and knowledge; by providing a continually improving educational program which is accredited by the California Board of Registered Nursing. The Merced College Registered nurse graduate is educated for full participation in the life of the community, both professionally and as a citizen, and is instilled with a commitment to continued professional growth and lifelong learning.*

## Program Goals

The Program Goals of the Merced Nursing Program reflect the mission of the program and align with those of Merced College and include:

1. Obtain licensure to practice as a Registered Nurse through successful completion of the NCLEX-RN® Examination.
2. Function as a beginning nurse in acute, intermediate, long-term, and ambulatory healthcare settings.
3. Utilize best practices as the foundation for the delivery of health care to the patient and family.
4. Contribute to quality improvement of health care to support quality, safe, patient-centered nursing care.
5. Incorporate lifelong professional and personal development as part of one's identity as a nurse.

## Aggregate Program Outcomes

To measure success, the Merced ADN Program expects to attain the following aggregate program outcomes:

1. Eighty percent of students will complete the program within 150% of the length of the program.
2. The pass rate of first-time NCLEX-RN® test takers will be at or above the national mean. Eighty percent of graduates will be working in a Registered Nurse position or enrolled in a higher degree nursing program within one year after graduation. Eighty percent of graduates surveyed will report satisfied or very satisfied with the education they received in Merced's Nursing Program.
3. Eighty percent of employers surveyed will report agree or strongly agree the education the new graduates received at Merced's Nursing Program provided them with the knowledge, skills, and attitudes to perform well on initial employment.

## Program Student Learning Outcomes

Faculty believe in the importance of incorporating professional standards, guidelines, and competencies as the basis for the nursing curriculum. The program must reflect current nursing practice. To this end, a rigorous and thorough examination of the current literature on nursing practice and nursing education was conducted. These findings guided the development of the program student learning outcomes. Additionally, faculty examined the current healthcare environment in the Merced area. The program student learning outcomes, along with their related competencies, reflect the expected behaviors of the graduates of Merced's Nursing Program. Therefore, these program student learning outcomes are used to organize the curriculum, and guide all activities related to the teaching/learning process, including delivery of instruction and evaluation of student progress. The six student program learning outcomes are:

1. Provide quality, safe, patient-centered nursing care through evidence-based practice.
2. Participate in collaborative relationships with members of the interdisciplinary team to provide and improve patient care.
3. Engage in critical thinking skills and strategies and clinical reasoning necessary to provide quality patient care.
4. Provide leadership in a variety of healthcare settings for diverse patient populations.
5. Use information technology to communicate, manage knowledge, mitigate error, and support decision-making.
6. Function as a competent nurse assimilating all professional, ethical, and legal principles.

*The documentation from which these program student learning outcomes flow is presented in the next section.*

**The Program Student Learning Outcomes align with Institutional Student Learning Outcomes as follows:**

1. Provide quality, safe, patient-centered nursing care through evidence-based practice. **Merced College outcome related to cognition: Assess the impact of science and technology on the world. Patient-**

centered relates to Merced College’s outcome related to Global & Community Consciousness: Distinguish and understand diverse cultures.

2. Participate in collaborative relationships with members of the interdisciplinary team to provide and improve patient care. **Merced College outcome related to communication such as: Read and analyze written communication appropriate to the subject and comprehend, analyze, and utilize aural and visual communication in its various modes.**
3. Engage in critical thinking skills and strategies and clinical reasoning necessary to provide quality patient care. **Merced College outcome related to use critical thinking skills to analyze, synthesize, and evaluate ideas and information.**
4. Provide leadership in a variety of healthcare settings for diverse patient populations. **Merced College outcome related to personal development and life-long learning: Demonstrate self-management, maturity, and growth through practices that promote physical, mental, and emotional well-being, such as: Analyze and apply interpersonal skills.**
5. Use information technology to communicate, manage knowledge, mitigate error, and support decision-making. **Merced College outcome related to communication such as: comprehend, analyze, and utilize aural and visual communication in its various modes.**
6. Function as a competent nurse assimilating all professional, ethical, and legal principles. **Merced College outcome related to personal development and life-long learning: Demonstrate self-management, maturity, and growth through practices that promote physical, mental, and emotional well-being, such as: Demonstrate an understanding of life-long learning (professional principle) and Evaluate and adhere to professional and ethical standards.**

## Core Performance Standards

### Core Performance Standards for Nursing Students\*

Every nursing applicant and student is required to have the following abilities in order to perform safe, effective professional nursing care.

Critical Thinking	Critical thinking ability sufficient for clinical	<ul style="list-style-type: none"> <li>Identify cause and effect relationships in clinical situations</li> <li>Use scientific method in development of care plans</li> <li>Evaluate effectiveness of nursing interventions</li> </ul>
Professional Relationships	Abilities sufficient to establish interaction with a diverse population, individuals, families and groups	<ul style="list-style-type: none"> <li>Establish rapport with patients and colleagues</li> <li>Ability to engage in conflict resolution</li> <li>Demonstrate peer accountability</li> </ul>
Communication	Ability for professional interactions with others in verbal and written form	<ul style="list-style-type: none"> <li>Explain treatment procedures, initiate health teaching, accurately document</li> <li>Interpret nursing actions and client responses</li> </ul>
Movement	Physical abilities sufficient to move from room to room and maneuver in small spaces	<ul style="list-style-type: none"> <li>Move around in patient rooms, work spaces and treatment areas</li> <li>Administer cardiopulmonary resuscitation</li> </ul>
Motor Skill	Gross and fine motor skills sufficient to provide safe and effective nursing care	<ul style="list-style-type: none"> <li>Calibration and use of equipment</li> <li>Therapeutic positioning of patients</li> <li>Ambulating patients</li> <li>Transferring patients from bed to chair</li> <li>Ability to lift 30 pounds</li> </ul>
Hearing	Auditory ability sufficient to assess and provide safe and effective nursing care	<ul style="list-style-type: none"> <li>Ability to hear monitoring device alarms and other emergency signals</li> <li>Ability to discern auscultated sounds, heart sounds and cries for help</li> </ul>
Visual	Visual ability sufficient for observation and assessment in nursing care	<ul style="list-style-type: none"> <li>Ability to observe patient condition and responses to treatment</li> <li>Ability to discern colors</li> <li>Ability to discern changes in color shading</li> </ul>
Tactile	Tactile ability sufficient for physical assessment	<ul style="list-style-type: none"> <li>Ability to palpate in physical assessment and in various therapeutic procedures</li> <li>Ability to discern changes in skin temperature</li> </ul>

\*Southern Regional Education Board (SREB) Council on Collegiate Education for Nursing

## LVN to RN Pathway

The pathway for California Licensed Vocational Nurses requires one academic year beyond completion of the prerequisite courses, non-Nursing breadth requirements, and Competencies. LVN to RN Pathway students enter into the RN Program based upon their individually assessed competency level and will be enrolled in a semester accordingly based on space availability. Placement will occur **after** successful completion of REGN-01/REGN-02 and all other prerequisites. Applicants submit an application found on the Registered Nursing website. Graduates will earn the Associate in Science Degree upon completion of designated courses and competency requirements. Communication, natural and social science, and nursing courses must be completed with a grade of "C" or better to be eligible for licensure requirements of the Board of Registered Nursing and to meet the admission requirements for the RN Program.

**Specific days & times will be noted on the website as to when we will accept LVN to RN pathway applications.** Enrollment eligibility to the LVN to RN pathway requires the completion of previously identified prerequisite courses. Applicants must meet the same selection requirements as generic RN students entering the program in the first semester. Only those students formally accepted into the program may register for courses identified as Registered Nursing Curriculum. Students may, however, enroll in other courses designated as non-Nursing program requirements while awaiting admission into the program.

## LVN to RN “30 Unit Option”

In compliance with regulations by the California Board of Registered Nursing, Licensed Vocational Nurses (LVNs) may seek eligibility for the RN licensure exam (NCLEX-RN) without meeting the requirements for an Associate of Science degree by successfully completing the “30-unit option”. Students who select this option will be required to sign a statement of understanding regarding the limitations of this option. Students who select this option are eligible for licensure in California, **but may not be able to attain endorsement for licensure in other states** without the AS degree in registered nursing. Students interested in the “30-unit option” are encouraged to make an appointment with the RN Director to discuss further.

The “30-unit option” consists of completing, with a grade of “C” or better all required courses:

<b>Courses to Complete Before Admission to the MC Nursing Program Course</b>	<b>Units</b>
BIOL-18 Principles of Physiology	4
BIOL-20 Microbiology	4
REGN-01/REGN-02 Transition LVN to RN	3
Prerequisite Total	11

  

<b>Courses to be Completed After Admission to the MC Nursing Program</b>	<b>Units</b>
REGN-34	10
REGN-44	9
RN Program Total	19
30 Unit Option	30

Competencies Required for Placement with grade “C” or above:

- Science Competency - Anatomy and Physiology, and Microbiology or equivalent courses
- Nutrition and Psychology Competency - Nutrition and Developmental Psychology or equivalent courses
- Reading/Writing Competency - English-01A or equivalent courses

LVN to RN Pathway students will receive priority placement over LVN to RN 30-unit option students. Upon completion of this option an Associate Degree in Nursing (ADN) **will not** be granted. The school is only the facilitator of the minimum requirements needed to apply for the NCLEX-RN exam. A degree in General Education or other majors may be obtained at any time.

- Employment may be limited. For example, Veterans Administration Hospitals and the military require that an RN have an ADN and/or BSN for employment/commissions respectively.
- It is uncertain whether BSN programs will accept a "30-unit Option" RN from California for admission.

## General Information for Nursing Applicants

### 1. Policy for Science Recency Requirements

It is recommended that the science prerequisite courses be completed within five years of acceptance into the program. Whenever a course taken by the applicant is not exactly equal to the prescribed prerequisites, the applicant must first submit an official transcript to the Institutional Evaluator to determine equivalency. The equivalency process must be completed and approved. The applicant will need to attach a copy of an approved substitution form with your application to the RN program. ***It is the applicants' responsibility to obtain a copy of past college catalogs or course descriptions, to assist in the establishment of equivalencies.***

### 2. Guidelines for Prerequisite Science Course Equivalencies

**Microbiology** - Must be at least a four-unit semester college course with a lab, and content must include the fundamental aspects involving the identification, morphology, metabolism, pathogenicity and genetics of microorganisms.

**Anatomy and Physiology** - Must be at least four-unit semester college courses EACH with a lab. Content must include the relationships of structure and function of the cellular, skeletal, muscular, circulatory, respiratory, digestive, excretory, secretory, reproductive, and central and autonomic nervous systems of the human body.

### 3. Challenge/Advanced Placement for Military Personnel into the ADN Program

Qualified applicants may apply for advanced placement in the RN program. Advanced placement is defined as entering the program at a level beyond the first semester. Applicants will be admitted on a space available basis only. Admission applications and supporting documents must be submitted to the Allied Health Division at least 90 days before the beginning of the semester. Submission of previous course outlines, syllabi, or other materials and/or passing written and performance placement examinations encompassing previously learned nursing content may be required. Following the evaluation of previous course work a determination of placement will be made. Individuals seeking advanced placement must meet the multi-criteria selection application requirements for consideration.

More information can be found on the Merced College [Registered Nursing website](#).

### 4. Readmission Policy & Procedure

Readmission to the Registered Nursing Program after successful completion of the first semester is dependent upon space availability. After review of written and performance achievement evaluations and/or interview with the teaching team and the Program Director, a decision will be made using the following procedure:

Readmission Procedure:

- a. A student who withdraws from the program for any reason before successful completion of the first semester must reapply for admission to the program through the general admission process. No special consideration will be given.

Applicants may only be accepted to the program a maximum of two times.

- b. Students who withdraw from the program after satisfactory completion of one or more semesters must submit a letter requesting reentry into the program to the Allied Health Division at least 30 days prior to the semester for which they are applying.

- c. Readmission of students who have performed unsatisfactorily in the program and for whom withdrawal was recommended or failure of a course resulted, will be based upon the following:
  - i. Students whose previous performance in a program was not satisfactory will be considered for readmission one time only. Applications must be made within one semester of withdrawal or dismissal.
  - ii. Submission of a letter requesting reentry into the RN Program to the Allied Health Division at least 30 days prior to the semester for which they are applying.
  - iii. Submission of evidence and/or demonstration that instructor's written recommendations for readmission have been satisfactorily fulfilled.
  - iv. A written and/or performance examination encompassing previous content may be required for assessment purposes.
  - v. For students dismissed for safety considerations, readmission will not be recommended.

#### 5. Credit-by-Examination

The Merced College Credit-by-Examination policy is outlined in the College Catalog. Exams may include teacher-made final examinations, standardized tests, and/or performance criteria. Course outlines, course objectives and textbook/reference reading lists will be available to the student at least four weeks before the exam is scheduled. Students successfully passing exams will be assigned the grade based on their total score.

#### 6. History of Convictions

Applicants will be required to pass a background check prior to clinical rotations. Applicants should be aware of the provisions of the California Nurse Practice Act which requires the Board of Registered Nursing to review the history of previous misdemeanor and felony convictions. All background checks will be reviewed by Faculty Committee. In those cases where offenses bear a substantial relationship to the Nursing profession, the Board of Registered Nursing may withhold licensure. See "Policy Statement on Denial of Licensure" in the appendices. Failure to pass drug screening may result in release from the program.

#### 7. Drug Screening

Information will be provided at the mandatory orientation.

#### 8. Estimated RN Program Costs - 4 semesters

Enrollment \$46/Unit (1 <sup>st</sup> - 12 units; 2 <sup>nd</sup> - 10 units; 3 <sup>rd</sup> - 10 units; 4 <sup>th</sup> - 9 units)	1,886.00
Student Health (Fall/Spring semester \$23 x 4)	92.00
Student Representation (Fall/Spring semester \$2 x 4)	8.00
Student Body (Fall/Spring semesters \$10 x 4)	40.00
Transportation (\$9.95 per semester if enrolled in 12 units or more; \$6.95 if enrolled in less than 12 units) (\$9.95 x 1 + \$6.95 x 3)	30.80
Parking (Fall/Spring \$30 x 4)	120.00
Books (entire program)	2,200.00
CPR Certification - BLS (American Heart Association)	60.00
Physical & Immunizations	400.00
Uniforms (entire program)	180.00
Background Clearance (criminal/financial/social security trace), Drug Screening & Immunization Tracker	200.00
Clinical Supplies (watch with second hand, stethoscope, scissors, Kelly clamp, pen light)	200.00
Graduation Nursing Pin	50.00
Licensure Expenses (end of program)	451.00
<b>*Subject to change</b>	<b>Total Estimated Cost</b>
	<b>\$5,917.80</b>



9. Uniforms

Information will be provided at the mandatory orientation.

10. Transportation

It is advisable that all students have a car at their disposal and a valid California driver's license. Travel to clinical agencies may involve travel to adjacent counties.

## Transfer

Credits earned in the Merced College Registered Nursing Program may be transferable to California State Universities. Since prerequisite science and social science courses vary at each institution, students are advised to consult the catalog of their intended transfer school and establish a transfer plan with the Allied Health Counselor.

Other courses which are not required, but complement the RN curriculum include:

NUTR-10	Nutrition
VOCN-46A	Applied Math for Pharmacology
ALLH-67	Medical Terminology
ALLH-63	Nurse Assistant

Students are encouraged to take one or several of these courses if they have an identified need or are waiting for admission and have completed all other course work. All of the above courses can qualify for points in the application process. See Point Criteria Grid on the Merced College Registered Nursing website.

## Sequencing of Courses

The program is designed to culminate in these student learning outcomes. Therefore, each course is leveled based on these outcomes as well as populations of patients. The sequencing of courses reflects higher cognitive levels, a different patient population, and/or more complexity in patient care provided in a variety of healthcare settings. Patricia Benner's Model of Novice to Expert is used in the development of the professional nurse. Courses build to assist students with their journey to advanced beginner by graduation, prepared to become competent nurses as they experience their first two years of practice (Benner, Tanner, & Chesla, 2009).

## Copied from the MC 2025-2026 Catalog

## Program Student Learning Outcomes

- A. Administer quality, safe, patient-centered nursing care through evidence-based practice.
- B. Collaborate with members of the interdisciplinary team to provide and improve patient care.
- C. Connect critical thinking skills, strategies, and clinical reasoning necessary to provide quality patient care.
- D. Demonstrate leadership in a variety of healthcare settings for diverse patient populations.
- E. Use information technology to communicate, manage knowledge, mitigate error, and support decision-making.
- F. Practice as a competent nurse, assimilating all professional, ethical, and legal principles.

### Program Prerequisites:

PREREQUISITE COURSES: (19-22 UNITS)	UNITS
BIOL-16 General Human Anatomy	4**
BIOL-18 Principles of Physiology	4**
BIOL-20 Microbiology	4**
English (Complete at least one (1) of the following) ENGL-C1000 (formerly ENGL-01A) Academic Reading and Writing (4) ENGL-C1001 (formerly ENGL/PHIL-13) Critical Thinking and Writing (3) ENGL-C1001H (formerly ENGL/PHIL-13H) Critical Thinking and Writing Honors (3)	3-4
Mathematics STAT-C1000 (formerly MATH-10) Introduction to Statistics (3) or equivalent or transfer level Math course (3)	3

Note: \*\*It is highly recommended that once enrolled in these classes, students do not drop them. Program applicants need to understand that multiple attempts to improve grades earned in these classes can negatively affect their eligibility.

## Program Requirements:

REQUIRED COURSES (NON-NURSING) WHICH ALSO FULFILL A.S. BREADTH REQUIREMENTS: (9 UNITS)		UNITS
Communication Studies (Complete at least one (1) of the following) COMM-C1000 (formerly COMM-01) Introduction to Public Speaking (3) COMM-C1000H (formerly COMM-01H) Introduction to Public Speaking Honors (3) COMM-14 Small Group Communications (3) COMM-15 Interpersonal Communication (3)		3
Sociology (Complete at least one (1) of the following) SOC-01 Introduction to Sociology (3) SOC-02 Contemporary Social Problems (3) SOC-03 Marriage and the Family (3) ANTH-02 Sociocultural Anthropology (3)		3
Psychology (Complete at least one (1) of the following) PSYC-C1000 (formerly PSYC-01A) Introduction to Psychology (3) PSYC-C1000H (formerly PSYC-01AH) Introduction to Psychology Honors (3) PSYC-09 Human Development (3) CLDV-09 Human Development (3)		3
Note: Students are encouraged to meet with a counselor to ensure all other graduation breadth requirements have been met to complete an AS Degree in Nursing.		
REQUIRED COURSES (NURSING): ( 41 UNITS)		UNITS
REGN-15 Foundations of Nursing		9
REGN-18 Pharmacology in Nursing Practice		3
REGN-24 Acute Medical/Surgical and Nursing of the Childbearing Family		10
REGN-34 Acute Medical/Surgical Nursing and Pediatric Nursing		10
REGN-44 Advanced Medical Surgical Nursing and Psychiatric Mental Health Nursing		9
		Units towards the Major: (41 Units)
Prerequisite for Admission: (19-22 Units) Additional BRN Requirement: (3 Units) Completion of <a href="#">MCCD-GE Breadth</a> : (24 units) Double Counting (15 Units) Total units: (72-73 Units)		
Competencies as required by Merced College for graduation: Writing: Met by completion of ENGL-C1000 (formerly ENGL-01A) within program prerequisites. Math: Met by MATH-C or MATH-62 or MATH-61 or equivalent or higher level Math course. Reading: Met by completion of A.S. Breadth courses with "C" grade or better.		

## From the [California Board of Registered Nursing](#)

### License Discipline and Convictions

Upon renewal of a registered nurse license, the Board requires licensees to indicate if they have had any license disciplined by a government agency or other disciplinary body; or if they have been convicted of any crime in any state, U.S. territory, military court or other country since they last renewed their license.

- [Reporting License Discipline and Convictions](#)
- [Frequently Asked Questions](#)

### Reporting License Discipline and Convictions

"Conviction" includes a plea of no contest and any conviction that has been set aside or deferred pursuant to [Section 1000](#) or [1203.4 of the Penal Code](#), including infractions, misdemeanor, and felonies. It is not necessary to report a conviction for an infraction with a fine of less than \$1,000 unless the infraction involved alcohol or controlled substances. However, any convictions in which a plea of no contest was entered and any convictions that were subsequently set aside pursuant or deferred pursuant to [Section 1000](#) or [1203.4 of the Penal Code](#) must be disclosed. "License" includes permits, registrations, and certificates. "Discipline" includes, but is not limited to, suspension, revocation, voluntary surrender, probation, or any other restriction.

The following information must be provided for each license discipline or conviction sustained:

- A detailed written explanation describing the circumstances and events that led to your arrest(s) and conviction(s), including: date and place of arrest; arresting agency; court where case was heard; and sentencing information, including fines, courses, counseling, restitution, probation, parole, community service, and jail or prison time.
- Documents relating to the arrest, such as: police report, arrest report, booking report, complaint, citation or ticket.
- Documents from the court, such as: Notice of Charges, Complaint, or Indictment; Plea Agreement, Sentencing Order, Probation Order, or Judgment; Dismissal, Probation Release, or Court Discharge.
- Any related mitigating evidence or evidence of rehabilitation that you want to provide.

**NOTE:** See [Important Notice Regarding Your Application](#) for additional information for applicants with criminal convictions or discipline.

### Frequently Asked Questions

- **Do you have to report an arrest if you were not convicted?**  
No. You only need to report an arrest if you were convicted.
- **Do you have to report traffic violations and/or automobile accidents?**  
Yes, if a traffic ticket was issued and you were fined over \$1,000.
- **What happens if you can't obtain certified court documents and police reports on convictions?**  
You must submit written proof from the court or police department specifying inability to locate the required documents. The Board verifies this and bases its decision on other substantial information (e.g., letters of recommendation, evidence of rehabilitation, etc.).
- **Do you have to report non-payment of child support?**  
No. However, if your case is in the District Attorney's (DA) Office for non-payment, the DA notifies the Department of Consumer Affairs Family Support Unit. If you are deemed eligible for licensure, your license is issued on a temporary basis for 150 days. If at the end of that time period, you have not established a payment agreement with the DA's Office, your license is suspended.
- **Do you have to report a conviction that was expunged (i.e., conviction was stricken or deleted from official records)?**  
Yes. Pursuant to [Penal Code section 1203.4](#), you are required to report a conviction that was expunged. The law specifies that it does not relieve you from the obligation to disclose the conviction in response to any direct questions contained in any questionnaire or application for public office, for licensure by any state or local agency.
- **What happens if you fail to disclose all or part of your convictions?**  
Failure to disclose all or part of your convictions may be grounds for disciplinary action as you falsified information required on your renewal of licensure.

- **Do you have to report misdemeanors, felonies and/or convictions which you pled nolo contendere?**  
Yes. Pursuant to [Business and Professions Code, section 2765](#), a plea or verdict of guilty or a conviction following a plea of nolo contendere is considered a conviction. Any conviction substantially related to the qualifications, functions and duties of a licensee can be grounds for discipline of a license.
- **Do you have to report convictions if you were under 18 years old and tried as an adult?**  
Yes. If you were under 18 years of age, but were tried and convicted as an adult, you are required to disclose the conviction.
- **Do you have to report military convictions or dishonorable discharge?**  
Yes. Any offense or violation during your military career must be reported to the Board.
- **How does the Board determine which violations are substantially related to the applicant's license?**  
Pursuant to [Title 16, California Code of Regulations, Section 1444](#), a conviction or act shall be considered to be substantially related to the qualifications, functions or duties of a registered nurse if to a substantial degree it evidences present or potential unfitness of a registered nurse to practice in a manner consistent with the public health, safety or welfare. Such convictions or acts shall include but not be limited to those involving the following issues:
  - Assaultive or abusive conduct including, but not limited to, those violations listed in [subdivision \(d\) of Penal Code Section 11160](#).
  - Failure to comply with any mandatory reporting requirements.
  - Theft, dishonesty, fraud, or deceit.
  - Any conviction or act subject to an order of registration pursuant to [Section 290 of the Penal Code](#).
- **How does the Board determine satisfactory rehabilitation of an "applicant for licensure" or licensee?**  
Pursuant to [Business and Professions Code sections 480 and 490](#), and [Title 16 California Code of Regulations, Section 1444](#), the Board utilizes the following general criteria to determine satisfactory rehabilitation:
  - The nature and severity of the act(s) or crime(s) under consideration.
  - Evidence of any act(s) committed subsequent to the act(s) or crime(s) under consideration.
  - The time that has elapsed since commission of the act(s) or crime(s) under consideration.
  - The extent to which the applicant has complied with any terms of parole, probation, restitution, or any other sanctions lawfully imposed.
  - Evidence, if any, of rehabilitation.
- **What does the Board look for on the Department of Justice (DOJ) and/or Federal Bureau of Investigation (FBI) reports?**  
The Board reviews the RAP sheets (i.e., criminal record reports) to ensure that the conviction history matches what you provided on your Report of Conviction form and to determine if the violation is related to the qualifications of a licensee.
- **How can you get a copy of your RAP sheet (i.e., criminal record report)?**  
You may request a copy of your RAP sheet from the Department of Justice (DOJ). DOJ requires you to complete a "Record Review Process" form, complete another fingerprint card and pay a fee for processing. To obtain more information on this process, you must contact DOJ directly.
- **How long does a conviction stay on your RAP sheet?**  
The information contained on your RAP sheet is retained indefinitely. Therefore, you should always report all convictions. Failure to disclose all past convictions may result in disciplinary action.

For more information, go to the BRN [website](#).