

Bryant & Stratton College
General Student Disclosures
Published Winter 2024

Official Catalog

I have been provided access to the Bryant & Stratton College Official Catalog (“Official Catalog”). I understand that the Official Catalog is the official source of the College’s policies and academic programs and that I am subject to the obligations and expectations of those and related policies. I understand and agree that Bryant & Stratton College has the right to make changes in connection with any subject described in its Official Catalog including curriculum, course content, method of course delivery, technology requirements, class schedule, faculty, staff, training equipment, tuition rates and fees, provisions or requirements, as it deems appropriate, and I further agree that Bryant & Stratton College has the right to make such changes without notice to me and at any time, even after I have begun a program of study or course impacted by a change. I understand that changes to the Bryant & Stratton College Official Catalog or any policies and procedures of the College may be necessitated by events that are beyond the control of the College including, but not limited to natural disasters, governmental action(s), national or local emergencies, pandemics, civil disturbances or fires. I understand that Bryant & Stratton College does not in any way promise or guarantee employment for its graduates or any particular salary or wage; however, I understand that Bryant & Stratton College does provide graduates with placement services.

I will pay tuition, fees, and other charges as stated in the current Official Catalog of Bryant & Stratton College. I understand it is my responsibility to read this document – a copy of which is accessible at:
<https://catalog.bryantstratton.edu/>.

Computer Technology Standards for All Students

I understand that I must have ready-access to a desktop computer or laptop computer for online course work and that I will require computer technology to complete out-of-class assignments required for all courses (campus and online). The Computer Technology Standards are found on the Bryant & Stratton College website and detail the technical requirements of hardware and internet connectivity for enrollment at the College:
<https://www.bryantstratton.edu/admissions/online/technology-requirements>

Participation Agreement

The Bryant & Stratton College Attendance Policy, Online Schedule, Online Course Expectations and Blended Learning Expectations are available in the Official Catalog at <https://catalog.bryantstratton.edu>. I affirm that I have reviewed and understand the same.

Tuition and Fees

A detailed accounting of all applicable tuition and fees, along with program-specific and/or campus-specific fees, has been made available to me in the Bryant & Stratton College Official Catalog and via the Student Right to Know page at:

<https://www.bryantstratton.edu/degrees/student-right-to-know>

Financial Assistance Information

Bryant & Stratton College participates in several different financial assistant programs. Assistance on financial planning for families on an individual basis. Information on the various federal, state and institutional financial assistance programs available to students can be found in our Official Catalog:

<https://catalog.bryantstratton.edu/>

Cancellation & Refund Policy

Bryant & Stratton College’s Cancellation & Refund Policy is outlined and explained in the Official Catalog available here:

<https://catalog.bryantstratton.edu/>

Licensure and Certification Acknowledgement

Certain state certification and licensure boards may have specific educational requirements for programs to lead to a license or non-governmental certification that is a pre-condition for employment in a recognized occupation. Unless otherwise specified, Bryant & Stratton College’s programs are not designed to meet any specific state’s licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly detailed, Bryant & Stratton College has not made a determination with respect to the licensure or certification requirements of those occupations, vocations or professions. Licensure-track programs may limit enrollment to students in certain states. I acknowledge that I am responsible for understanding the requirements of licensure or certification procedures specific for my desired career path. Such requirements may change during the course of my education. I recognize that I will not automatically be licensed or certified in any way upon program completion.

Although certain programs are designed to prepare you to take various optional certification exams, Bryant & Stratton College cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the College having appropriate accreditation or licensure.

Students enrolling in any of the following programs should refer to their specific Academic Program Disclosure for important information:

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- Licensed Practical Nurse, Diploma
- Nursing, AAS
- Nursing, RN-BSN
- Nursing Generalist, BSN
- Bachelor of Science Degree in Nursing, BSN
- Occupational Therapy Assistant, AAS
- Physical Therapist Assistant, AAS
- Medical Assisting, AAS and Diploma
- Criminal Justice and Security Services, Diploma
- Criminal Justice Studies, AAS
- Early Childhood Care and Development, Diploma
- Early Childhood Education, AAS
- Health Services Administration Assistant, Diploma
- Health Services Administration, AAS
- Health Services Administration, BS
- Medical Services Management, BBA
- Human and Social Services Assistant, Diploma
- Human and Social Services, AAS
- Human and Social Services, BS
- Legal Office Assistant, Diploma
- Paralegal Studies, AAS

Transfer Credit Policy Acknowledgement

As part of the admission process at Bryant & Stratton College, I understand that it is my responsibility to make sure the College has my **official** transcripts from all previous regionally-accredited institutions I have attended. I further understand that all requests for transfer credit must be completed prior to the end of the first semester of my enrollment at Bryant & Stratton College and that it is within the sole discretion of the College which, if any, prior credits or coursework will be accepted for transfer credit. The transfer of credits from other regionally-accredited institutions to Bryant & Stratton College is governed by the College's Transfer Credit Policy outlined in the Official Catalog. Additional resource concerning the transfer credit process are provided here: <https://www.bryantstratton.edu/admissions/transfer-student/transfer-credits>

Residency Requirement for Extension Site Students

Enrolling in a program taught at an Extension Site requires residency of at least one (1) course at the main campus. The required course cannot be an internship. If you are enrolling in one of the following, please note that only some courses from these programs are available at these campuses. You will be required to attend courses at one of our other NY campuses in order to complete your degree. The course(s) you are required to complete at the main campus will be provided to you along with an explanation of all courses required in your major at the time of Academic Advisement:

- **Albany Campus:** Medical Reimbursement & Coding, AAS.
- **Amherst Campus:** Health Services Administration, BS, AAS and Diploma; Criminal

Justice Studies, AAS; Criminal Justice & Security Services, Diploma; Restaurant & Hotel Management, AAS; Organizational Leadership, BPS.

- **Buffalo Campus:** Health Services Administration, AAS and Diploma; Medical Reimbursement & Coding, AAS; Organizational Leadership, BPS.
- **Greece Campus:** General Management, BBA; Medical Reimbursement & Coding, AAS.
- **Henrietta Campus:** Medical Reimbursement & Coding, AAS; Health Services Administration, BS.
- **Syracuse Campus:** Health Services Administration, BS.
- **Syracuse North Campus:** Graphic Design, AAS.

As an Extension Site student, I acknowledge that I understand and agree to meet these requirements to earn my degree.

Athletics Performance Disclosure

Graduation performance for full-time first-time students receiving athletically related aid is reported by Bryant & Stratton College here:

https://www.bryantstratton.edu/pdf/Graduation_Rate_Athletics.pdf

Athletics Program Disclosure

Athletics program information reported by Bryant & Stratton College is available through the U.S. Department of Education here:

<https://ope.ed.gov/athletics/#/>

Racine Program Disclosures

Only the following academic programs may be fully completed at Bryant & Stratton College's Racine Campus: Medical Assisting, Associate Degree; Nursing (LPN), Diploma and Nursing Generalist, BSN. Enrolling in any program outside of these means that while your general education courses may be completed at the Racine Campus, all program-specific courses will need to be completed at either the Wauwatosa or Bayshore Campuses (or online, as available) in order to ensure timely completion of your program.

I have been advised if I enroll in any program at the Racine Campus other than Medical Assisting, AAS; Nursing (LPN), Diploma and Nursing Generalist, BSN, that I may only complete my general education courses at the Racine Campus and will be required to complete all program-specific courses at an alternative Wisconsin campus. I request enrollment with full understanding of the same.

FSR Disclosure

Bryant & Stratton College has the right to decline readmission for certain suspension or dismissals including, but not limited to, violations of the College's Code of Conduct. I understand that if I am accepted for readmission following suspension or dismissal from Bryant & Stratton

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College, my acceptance will be on a probationary basis. If my dismissal was related to not maintaining Satisfactory Academic Progress (SAP), I will be required to submit documentation demonstrating my readiness and ability to return to class, attend regularly and succeed. Continuation of my academic program with probationary status requires that I satisfactorily meet academic and attendance requirements of the College, fulfill my Academic Plan as may be required of me, and comply with the Standards of Academic Progress as outlined in the Official Catalog. Failure to do so will result in my suspension or final dismissal. I understand that before my Application for Readmission is processed, any prior tuition balances and federal or state student aid eligibility issues must be resolved and that – if re-admitted – I am responsible for payment of tuition and fees from my personal funds if I remain ineligible to receive financial aid funds due to my unsatisfactory academic progress for any other reason.

General Disclosures

Bryant & Stratton College offers a detailed website directory – in addition to its Official Catalog – where students can access important information regarding academic programs, accreditation and approvals, policies, performance, student satisfaction and other resources. This consumer information is available on Bryant & Stratton College's website at:
<https://www.bryantstratton.edu/degrees/student-right-to-know>

Non-discrimination Policy

Please note that racial/ethnic data on the Application for Admissions is not mandatory. Responses will be held confidential and there is no penalty for refusal to supply this information.

Bryant & Stratton College is committed to maintaining an environment in which all students are treated with deserved respect and dignity. To that end, Bryant & Stratton College expressly prohibits discrimination on the basis of age, race, ethnicity, national origin, color, religion, disability, marital status, veteran status, sex/gender (including pregnancy or pregnancy related conditions), sexual orientation, gender identity (including transgender status) or any other legally protected characteristics in the educational programs and activities it operates, the administration of its educational policies, admission policies, scholarship and loan programs, and other College-administered programs. It is the policy of Bryant & Stratton College to comply with the statutes and regulations outlined in the current Official Catalog and further explained on Bryant & Stratton College's website at:

<https://www.bryantstratton.edu/degrees/student-right-to-know>

Application Statement

With submission of this application, I certify that all of the information I have provided is true and complete to the best of my knowledge and I agree, if asked, to provide information that will verify the accuracy of my completed application. It is my understanding that I will be considered for acceptance as a student at Bryant & Stratton College and that my transcripts and other admissions requirements must be met prior to finalization of enrollment. I hereby give consent to allow my picture or video image(s), as taken by or for the school, to be reproduced for publicity or promotional purposes and to be listed in school promotional material by name, high school attended, and name of employer upon graduation from Bryant & Stratton College. I also authorize Bryant & Stratton to request my high school transcript(s); to release information to prospective employers with regard to my making application for employment; and/or to release information to another Bryant & Stratton College division to which I am making application for enrollment. I understand that acceptance at Bryant & Stratton College is automatically applicable to any other Bryant & Stratton College campus or division, based upon program availability.

I acknowledge that if I am an applicant for financial aid, I have attended a presentation on financial aid, have received a written copy of financial aid information presented to me, and that I understand my obligations in applying for, receiving, and repaying financial aid funds.

I agree to abide by the rules and regulations of the school, as defined in the current Official Catalog. I have been given access to Bryant & Stratton College's Student Grievance Procedure in the current Official Catalog, and I am aware that I am encouraged to use the procedure whenever I have concerns or problems. I understand that each term of study is 15 weeks in length and as a full-time student I may have classes scheduled for up to 25 hours per week. I have been given access to Bryant & Stratton College's Attendance Policy and Graduation Requirements made available to me in the current Official Catalog. I have read and understand these materials.

I understand that my Social Security Number and other personally identifiable information is used internally by Bryant & Stratton College for establishing and maintaining my student records. External use of my Social Security Number is not permitted by Bryant & Stratton College without my permission as where permitted by FERPA (Family Educational Rights & Privacy Act), other applicable law or legal instrument.

I authorized the College (and service providers on its behalf) to contact me on my mobile phone or home phone (whether dialed automatically or manually), by email, and/or by text message to notify me in case of emergency or to contact me with messages, including marketing messages, the College believes may be of interest to me. I further understand that these calls may be monitored and/or recorded for quality assurance purposes. I

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understand that I do not have to agree to receive such messages to apply or enroll, but that if I do not, I may miss valuable information.

I consent to use this electronic method of application acceptance under the U.S. Electronic Signatures in Global and National Commerce Act (E-SIGN) and I have read, understand and agree to all policy statement on this application. Please process my application. By the signature(s) below, I/We acknowledge completion of this application statement and understand and agree to its contents.

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**Criminal Justice and Security Services, Diploma
Criminal Justice Studies, Associate Degree**

The College makes no representations regarding whether a particular program will qualify a graduate for employment in any specific position, is necessary for attaining any such position, or whether potential employers may require additional training or education.* The College has not identified what the educational prerequisites are for any licensure or certification that may be required for your desired career path, nor has the College determined whether its programs satisfy any such prerequisites. Before enrolling in a program, potential students are encouraged to consult with any relevant agency with which the student may wish to seek employment for a complete list of position requirements and pre-requisites. All applicants to the Criminal Justice diploma or degree program should be aware that criminal justice employers may consider numerous factors when determining eligibility or suitability for employment including, but not limited to, criminal background screening, citizenship, state residency, physical and psychological health, age and military discharge information. A criminal conviction and/or record of certain other conduct may prevent or hinder a graduate's employment as a law enforcement officer or other positions in security, corrections and others depending upon the requirements in various jurisdictions. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

*Virginia residents should be aware that neither program will provide the required training for entry level positions in law enforcement, corrections, armed security, certain unarmed security and other careers requiring certification, licensure, or registration with the Virginia Department of Criminal Justice Services (DCJS). Students who complete these programs in Virginia will be required to obtain certification through DCJS-approved training facilities to meet the minimum requirements for those positions.

**Early Childhood Care and Development, Diploma
Early Childhood Education, Associate Degree**

A career in the field of Early Childhood Education may involve meeting certain licensing, training and other requirements that can vary by vocation and state. The College has not identified what the educational prerequisites are for any licensure or certification that may be required for your desired career path, nor has the College determined whether its programs satisfy any such prerequisites. Bryant & Stratton College recommends all applicants check with the licensing agency in their state for specific requirements *. The Bryant & Stratton College Early Childhood diploma and degree programs involve an early childhood practice experience which may be completed within a live childcare environment. All applicants should be aware that employers may consider numerous factors when determining eligibility or suitability for employment including, but not limited to, criminal background screening, U.S. citizenship, state residency, physical and psychological health, age and military discharge information. A criminal conviction and/or record of certain other conduct may prevent or hinder a student's completion of their required practice experience or a graduate's employment in the Early Childhood field. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

* Virginia residents should refer to licensure regulations for school personnel at the following government site: <https://law.lis.virginia.gov/admincode/title8/agency20/chapter22/>.

Teacher candidates will find additional information at the Virginia Department of Education at the following address:

Virginia Department of Education
James Monroe Building
101 N. 14th Street
Richmond, VA 23219
<http://www.doe.virginia.gov/>

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Health Services Admin. Assistant, Diploma
Health Services Admin., Associate Degree
Health Services Administration, Bachelor Degree
Medical Services Management, BBA Degree

A career in the field of Health Services Administration or Medical Services Management may involve meeting certain licensing, training and other requirements that can vary by vocation and state. The College makes no representations regarding whether a particular program will qualify a graduate for employment in any specific position, is necessary for attaining any such position, or whether potential employers may require additional training, certification or education. The College has not identified what the educational prerequisites are for any licensure or certification that may be required for your desired career path, nor has the College determined whether its programs satisfy any such prerequisites. Before enrolling in a program, applicants are encouraged to consult with any relevant agency or employer with which he/she may wish to see employment for a complete list of position requirements and pre-requisites.* All applicants to the Health Services diploma and degree programs and the Medical Services Management degree program should be aware that employers may consider numerous factors when determining eligibility or suitability for employment including, but not limited to: criminal background screening, U.S. citizenship, state residency, physical and psychological health, age and military discharge information. Similarly, employers in the healthcare industry may require drug screens as a condition to employment and/or continued employment. A criminal conviction and/or record of certain other conduct may prevent or hinder a graduate's employment in the field. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

*Virginia residents should be aware that the Bachelor of Science in Health Services Administration program does not satisfy the education and training requirements for initial licensure as a Nursing Home Administrator or Assisted Living Facility Administrator in the State of Virginia.

Human and Social Services Assistant, Diploma
Human and Social Services, Associate Degree
Human and Social Services, Bachelor Degree

A career in the field of Human & Social Services may involve meeting certain licensing, training and other requirements that can vary by vocation and state. The College makes no representations regarding whether a particular program will qualify a graduate for employment in any specific position, is necessary for attaining any such position, or whether potential employers may require additional training, certification or education. The College has not identified what the educational prerequisites are for any licensure or certification that may be required for your desired career path, nor has the College determined whether its programs satisfy any such prerequisites. Before enrolling in a program, applicants are encouraged to consult with any relevant agency or employer with which he/she may wish to see employment for a complete list of position requirements and pre-requisites. All applicants to the Human and Social Services diploma and degree programs should be aware that employers may consider numerous factors when determining eligibility or suitability for employment including, but not limited to: criminal background screening, U.S. citizenship, state residency, physical and psychological health, age and military discharge information. Similarly, employers in the industry may require drug screens as a condition to employment and/or continued employment. A criminal conviction and/or record of certain other conduct may prevent or hinder a graduate's employment in the field. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

Medical Assisting, Diploma

The Medical Assisting Diploma is a program with career focused curriculum including didactic and in field learning experiences. The goal of this program is to produce graduates who possess the necessary knowledge of contemporary medical office practices. Students need to be aware of the protected practice of the licensed professionals in New York. Infringement can result in a felony.

The diploma course of study renders you eligible to sit for the National Healthcare Association (NHA) CCMA certification exam. You are not eligible to sit for AAMA (CMA) exam.

I am aware that every effort is made to offer both day and evening classes and clinicals, but that there is no guarantee that all classes and clinicals will be offered both day and evening every semester. I understand that in order to participate in a clinical program at an outside clinical facility, I must meet the specific eligibility requirements of the facility which may include providing proof of having obtained required vaccinations, including the COVID-19 vaccine. My failure or inability to satisfy the requirements to participate in my clinical – including

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proof of required vaccinations – will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements for my degree program. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree. I also am aware that the Medical Assisting Program requires flexibility and that my personal and work circumstances must be flexible enough to permit me to maintain acceptable grades and meet all course requirements. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

Medical Assisting, Associate Degree
Accreditation Information

The Medical Assisting Associate Degree program offered at Amherst, Akron, Bayshore, Buffalo, Solon, Greece, Hampton, Henrietta, Racine, Parma, Richmond, Southtowns, Syracuse, Syracuse North, Virginia Beach and Wauwatosa are accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org), on recommendation of the Medical Assisting Education Review Board (MAERB).

Commission on Accreditation of Allied Health Educational Programs (CAAHEP):

Contact Information
9355 – 113th Street North, #7709
Seminole, FL 33775
(727) 210-2350
www.caahep.org

The certification/licensure rates of medical assisting graduates and Medical Assisting performance required by the MAERB is available at <http://www.bryantstratton.edu/degrees/student-right-to-know>.

Program Disclosure Information

The goal of the Medical Assisting Associate Degree Program is to prepare competent, entry-level medical assistants in cognitive, psychomotor and affective learning domains. Graduates of the Medical Assisting Program must be able to complete all cognitive objectives, psychomotor and affective competencies as set forth by the Medical Assisting Education Review Board (MAERB). To meet these objectives and competencies, entering students must be able to participate in classroom and laboratory activities, including keyboarding, tele-communications, taking vital signs, microscopy, vision testing and fulfill competency evaluations. Medical Assisting students must present to the College proof of their having completed and passed professional-level CPR sponsored by a recognized agency. Students need to be aware of the protected practice of the licensed professionals in New York. Infringement can result in a felony. The Medical Assisting Program places physical and emotional demands on students in the educational and workplace settings. Note that anyone convicted of a felony or who

has pled no contest to a crime cannot sit for the Certified Medical Assistant examination according to the AAMA. In addition, the Joint Commission for Accreditation of Hospitals prevents felons from working within a hospital.

I am aware that every effort is made to offer both day and evening classes and clinicals, but that there is no guarantee that all classes and clinicals will be offered both day and evening every semester. I understand that in order to participate in a clinical program at an outside clinical facility, I must meet the specific eligibility requirements of the facility which may include providing proof of having obtained required vaccinations, including the COVID-19 vaccine. My failure or inability to satisfy the requirements to participate in my clinical – including proof of required vaccinations – will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements for my degree program. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree. I also am aware that the Medical Assisting Program requires flexibility and that my personal and work circumstances must be flexible enough to permit me to maintain acceptable grades and meet all course requirements. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

Occupational Therapy Assistant, Associate Degree

Approval Information

The Occupational Therapy Assistant, Associate Degree program (OTA) is approved in the states of New York (by the New York State Department of Education), Ohio (by the Ohio Board of Regents) and Wisconsin (by the Wisconsin Educational Approval Board).

Accreditation Information

The OTA programs at Rochester, Syracuse, Solon and Wauwatosa are accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929. ACOTE's telephone number c/o AOTA is (301) 652-6611 and its web address is www.acoteonline.org. ACOTE's most recent action on the program offered at the Solon Campus was to change the accreditation status to probationary, effective December 2, 2023. Graduates of the Rochester, Syracuse, Solon and Wauwatosa programs will be eligible to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT).

After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). In addition, most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. Note that a felony conviction may affect a graduate's ability to

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sit for the NBCOT certification examination or attain state licensure.

Program Disclosure Information

Applicants should be aware that the last semester for OTA students requires full-time day fieldwork participation. Applicants to the Occupational Therapy Assistant (OTA) Program are informed that drug use or a record of certain conduct, criminal convictions, and illnesses can prevent the student from successfully completing the OTA program or being gainfully employed as an OTA. In order for a student to successfully complete the OTA program, he/she must participate in clinical program at outside clinical agencies at varied times to provide client care. These facilities have policies regarding which students may be accepted. For this reason, Bryant & Stratton College cannot warranty that a student with a criminal record or a record of certain actions, mental illness(es), physical illness(es), or chemical dependencies will be accepted by a clinical facility for placement. If the student is not accepted, the student will not be able to successfully complete the OTA program. Students are advised that individuals who have been convicted of serious crimes involving any of the following circumstances will be ineligible for initial certification by the National Board for Certification in Occupational Therapy (NBCOT) or subsequent suspension if a conviction occurs after certification:

- Murder (negligent homicide or manslaughter);
- Aggravated assault;
- Sexual crimes (e.g., rape, molestation, sexual assault);
- Abuse or neglect of children, the elderly, or individuals of diminished mental or physical capacity;
- Kidnapping, involuntary enslavement, human trafficking;
- Terroristic threats, hate crimes;
- Arson;
- Embezzlement;
- Forgery;
- Fraud;
- Bribery;
- Burglary or robbery involving a weapon;
- Extortion;
- Patient harm.

Requests by health care agencies or criminal background checks on OTA students are often required by the fieldwork sites. Thus, OTA students may be required by the fieldwork site to complete drug testing and a child-abuse background check and/or a state or federal background check before beginning OTA Level I and Level II fieldwork placements. Inability to obtain a satisfactory clearance can jeopardize a student's ability to successfully complete course requirements and attend clinical fieldwork experiences at specific agencies, as well as register for the certification exam. I understand that in order to participate in the required clinical portion of my degree program, I must meet the specific eligibility requirements of the facility including passing a medical examination acceptable to the

facility prior to my participation. Part of my medical examination may include providing proof of having obtained required vaccinations, including the COVID-19 vaccine. My failure or inability to satisfy eligibility requirements, pass medical examination by the clinical facility and/or provide proof of all required vaccinations will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree. Occupational Therapy Assistant program graduate rates are available at <https://www.bryantstratton.edu/degrees/student-right-to-know>. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

Occupational Therapy Assistant Hybrid Program at Wauwatosa Campus

Students enrolling in the Occupational Therapy Assistant Hybrid Program offered at the College's Wauwatosa Campus will be provided a program handbook specific to this hybrid program and its requirements. Hybrid delivery of this program includes a combination of synchronous and asynchronous distance instruction, as well as in-person instruction. It is important for students to ensure they read and understand all program requirements and are prepared to satisfy them.

Students in the hybrid program will be required to complete their lab intensives in person, on campus each term. These intensives will be completed over four (4) weekends every term. I understand that my inability to complete the required in-person components of this program will prevent me from satisfying program requirements and completing my degree.

I understand that I must have ready-access to a desktop computer or laptop computer for online course work and that I will require computer technology to complete assignments required for my courses. The Computer Technology Standards are found in the program handbook and also are on the Bryant & Stratton College website. These standards detail the technological requirements of hardware and internet connectivity I must satisfy:

<https://www.bryantstratton.edu/admissions/online/technology-requirements>.

**Legal Office Assistant, Diploma
Paralegal Studies, Associate Degree**

A career in the legal field may involve meeting certain licensing, training and other requirements that can vary by vocation and state. The College makes no representations regarding whether a particular program will qualify a graduate for employment in any specific position, is necessary for attaining any such position, or whether potential employers may require additional training or education. The College has not identified what the educational prerequisites are for any licensure or certification that may be required for your desired career

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path, nor has the College determined whether its programs satisfy any such prerequisites. Before enrolling in a program, applicants are encouraged to consult with any relevant agency or employer with which he/she may wish to see employment for a complete list of position requirements and pre-requisites. All applicants to the Paralegal Studies degree and Legal Office Assistant diploma programs should be aware that employers may consider numerous factors when determining eligibility or suitability for employment including, but not limited to: criminal background screening, U.S. citizenship, state residency, physical and psychological health, age and military discharge information. A criminal conviction and/or record of certain other conduct may prevent or hinder a graduate's employment in the legal field. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

Physical Therapist Assistant, Associate Degree Approval Information

The Physical Therapist Assistant, Associate Degree program (PTA) is approved in the states of New York (by the New York State Department of Education), Ohio (by the Ohio Board of Regents) and Wisconsin (by the Wisconsin Educational Approval Board).

Accreditation Information

The Physical Therapist Assistant Program at Bryant & Stratton College-Parma Campus is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Avenue, Suite 100, Alexandria, VA 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the program/institution directly, please call 216-265-3151.

The Physical Therapist Assistant Program at Bryant & Stratton College-Southtowns Campus is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Avenue, Suite 100, Alexandria, VA 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the program/institution directly, please call 716-677-9500.

The Physical Therapist Assistant Program at Bryant & Stratton College-Syracuse Campus is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Avenue, Suite 100, Alexandria, VA 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the program/institution directly, please call 315-472-6603.

The Physical Therapist Assistant Program at Bryant & Stratton College-Wauwatosa Campus is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Avenue, Suite 100, Alexandria, VA 22305-3085; telephone: 703-706-3245;

email: accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the program/institution directly, please call 414-302-7000.

Graduation from a physical therapist assistant education program accredited by CAPTE is necessary for eligibility to sit for the PTA licensure examination which is required in all states. Graduates of Bryant & Stratton College's Physical Therapist Assistant program will be eligible to sit for National Physical Therapist Assistant Examination (NPTE-PTA) through the Federation of State Boards of Physical Therapy (FSBPT). State licenses/certifications are based largely on the results of the NPTE-PTA.

Applicants should be aware that the last semester for PTA students requires full-time day fieldwork participation. Applicants to the Physical Therapist Assistant (PTA) Program are informed that drug use or a record of certain conduct, criminal convictions, and illnesses can prevent the student from successfully completing the PTA program or being gainfully employed as a PTA. In order for a student to successfully complete the PTA program, he/she must participate in clinical internships at outside clinical agencies at varied times to provide client care. These facilities have policies regarding which students may be accepted. I understand that in order to participate in the required clinical portion of my degree program, I must meet specific eligibility requirements of the facility including passing a medical examination acceptable to the facility prior to my participation. Part of my medical examination may include providing proof of having obtained required vaccinations, including the COVID-19 vaccine. My failure or inability to satisfy eligibility requirements, pass medical examination by the clinical facility and/or provide proof of all required vaccinations will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree. For these reasons, Bryant & Stratton College cannot warranty that a student with a criminal record or a record of certain actions, mental illness(es), physical illness(es), or chemical dependencies or failure to satisfy eligibility requirements will be accepted by a clinical facility for placement. If the student is not accepted, the student will not be able to successfully complete the PTA program.

In addition, if an applicant has a record of certain crimes or conduct, Bryant & Stratton College cannot warranty that the licensing entity will permit a student to sit for examination or to be licensed, certified, or registered or to be employed in the PTA field after a student graduates from its program. Requests by health care agencies for criminal background checks on PTA students are often required by the internship sites.

Thus, PTA students may be required by the internship site to complete drug testing and a child-abuse background check and/or a state or federal background

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check before beginning PTA Level I and Level II clinical internship placements. Inability to obtain a satisfactory clearance can jeopardize a student's ability to successfully complete course requirements and attend clinical internship experiences at specific agencies, as well as register for the licensure exam. The enrolling applicant has been apprised of these matters and enrolls in this program with full understanding of the same.

Nursing Program Disclosure (WI)
Licensed Practical Nurse, Diploma
Nursing, Associate Degree
Nursing Generalist, Bachelor Degree

Board of Nursing Approval and Accreditation information for this program is available at <http://www.bryantstratton.edu/degrees/accreditation>.

Students who successfully complete the Practical Nurse program are awarded a diploma and will be eligible to apply to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Students who successfully complete the Nursing program are awarded an Associate Degree and will be eligible to take the National Council Licensure Examination for Registered Nurses (RN-NCLEX). Students who successfully complete the Nursing Generalist, BSN program are awarded a Bachelor's Degree and will be eligible to take the National Council Licensure Examination for Registered Nurses (RN-NCLEX). Students who successfully complete the RN to BSN program will be awarded a Bachelor's Degree. Completion rates, licensure and graduate employment rates for the Nursing Program are available at:

https://www.bryantstratton.edu/pdf/2021_Program_Outcomes_Data_MA_AD_PN.pdf

I. Background Check Authorization

The Wisconsin Caregiver Law bars individuals with certain types of criminal convictions and other misconduct from working or training in facilities regulated by the Wisconsin Department of Health and Family Services. Nursing students fall into this category. See Wisconsin Caregiver Law, §48.685 and Wisconsin Statutes §50.065. In addition, healthcare facilities often have their own guidelines and restrictions that determine which nursing students they will allow to train at their sites. Bryant & Stratton College cannot guarantee clinical placement of any student with a criminal conviction on his or her background check.

Nursing clinical courses are mandatory and there is no substitution available to meet the clinical requirements. I understand that a background check is performed on all students selected for the Nursing program. My clinical rotation as a nursing student is subject to approval by each clinical agency each semester.

I am fully aware that the clinical agencies may not accept me as a student nurse due to information on my

background check. Without these clinical classes, it is not possible for me to obtain a degree in Nursing. I also understand that I am prohibited from contacting any facility directly in an attempt to obtain approval or to challenge any decision regarding my clinical placement. I authorize Bryant & Stratton College to conduct a background check and to release this information to the appropriate staff at the clinical sites affiliated with the Nursing program.

I also agree to obtain any additional documentation necessary to complete my background check as required by the clinical site or Bryant & Stratton College.

If I decide to pursue a Nursing degree with a positive criminal or misconduct background, I understand that I may not be able to complete the Nursing program due to my inability to be placed clinically. I am aware that I am responsible for any and all costs incurred and that I will NOT be reimbursed for any course fees, tuition, books, supplies or any other expenses related to my previous or current coursework.

II. Disclosure for Admission Application

Applicants to the Nursing program are informed that drug use or a record of certain conduct, criminal convictions, and illnesses can prevent the student from successfully completing the Nursing program or being gainfully employed as a nurse.

In order to successfully complete the Nursing program, students must participate in clinical programs at outside clinical agencies at varied times to provide patient/client care. These facilities have policies regarding which students may be accepted. For these reasons, Bryant & Stratton College cannot warranty that a student with a criminal record or a record of certain actions, mental illness, physical illness, chemical dependencies, or failure to satisfy eligibility requirements will be accepted by a clinical facility for placement. If the student is not accepted, the student will not be able to successfully complete the Nursing program.

In addition, if an applicant has a record of certain crimes or conduct, as discussed below, Bryant & Stratton College cannot warranty that the Nursing Board will permit a student to sit for examination or to be licensed, certified, or registered or to be employed in the nursing field after a student graduates from its program.

I have been informed that the Licensed Practical Nurse Diploma program is a minimum of three (3) semesters in length. I have been informed that the Associate Degree Nursing Program is a minimum of five (5) semesters in length. I have been informed that the Bachelor's Degree Nursing Generalist Program is a minimum of eight (8) semesters in length.

I am aware that every effort is made to offer both day and evening classes and clinicals, but that there is no guarantee that all classes and clinicals will be offered both day and evening every semester. I also am aware

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that the Nursing Program requires flexibility and that my personal and work circumstances must be flexible enough to permit me to maintain acceptable grades and meet all course requirements.

III. Drug Testing

Nursing students will be administered a urine drug screen prior to their clinical assignment. If a student tests negative, no further screens will be required unless the student manifests indications of impairment at the clinical agency. If such indications are present at the clinical agency, the student will be administered the urine drug screen again.

If the student tests positive in the drug screen, he/she will NOT be given a clinical assignment or if presently in a clinical assignment will be dismissed from such assignment and will fail his or her Nursing course, which could result in the student's release from the Nursing program or in the dismissal of the student from Bryant & Stratton College.

IV. Criminal Background Checks, Drug Use, and Other Conduct Impeding Licensure and Employment

Applicants are required to disclose any and all criminal convictions, certain offenses/past actions taken in other states or jurisdictions, any mental or physical illnesses or chemical dependencies, and if they served in the armed forces must disclose the circumstances for any discharge other than honorable. The State of Wisconsin requires a background check for all persons training or working at clinical facilities who are considered caregivers. A background check will be carried out before the first semester of the student's enrollment.

In addition to the initial background check, students may need to submit to additional background checks before each term in which they are enrolled in a course that has clinical hours. Also, during some clinical courses, checks requiring fingerprinting are required for admission to clinical facilities.

Applicants to the Nursing program are informed that ANY criminal arrest or conviction could bar them from sitting for the licensure examination (NCLEX) after graduation. Such arrests and convictions are subject to Wisconsin Board of Nursing review on a case-by-case basis and Bryant & Stratton College cannot warranty that the Board will permit them to sit for the examination.

Absolute Bars to Clinical Participation and Employment in the Nursing Field

Clinical participation is necessary for students to successfully complete the Nursing Program. Unless an applicant has been found to have been rehabilitated under procedures of the Wisconsin Department of Health Services or a designated tribal authority, a clinical site will refuse admission of an applicant and a provider will refuse to employ as a caregiver an individual if that background check reveals that the individual has been convicted of a "serious crime" as defined in Wisconsin Statutes §50.065 or has been found to have carried out

certain offenses including the abuse and neglect of a child or client.

Discretionary Bar to Clinical Participation, Employment in the Nursing Field, and Licensure

A clinical site *may* refuse admission of an applicant and a provider *may* refuse to employ an individual as a caregiver if the background check reveals a criminal conviction that is not a "serious crime" but is substantially related to the care of its clients.

Also, an applicant to either a clinical site or for employment will be required to submit additional information and may be refused admission by a clinical site or employment as a caregiver if he or she:

- Within the last 5 years was convicted of an offense listed in Wisconsin Statutes §50.065(2)(bb);
- Served in the armed forces and was discharged other than honorably.
- Any applicant with any sort of conviction or other record of an offense should review the following offenses to determine whether he or she may be barred from clinical participation or employment in the nursing field. See Wisconsin Statutes §50.065(2)(bb).
 - Battery;
 - Recklessly endangering safety;
 - Invasion of privacy;
 - Disorderly conduct;
 - Harassment;
 - Conviction of any felony, misdemeanor or other offense the circumstances of which substantially relate to the circumstances of the particular job or licensed activity.

Federal Law

Applicants should be aware that in addition to state law, federal law mandates criminal record checks with respect to work in certain facilities or settings that receive federal funding. For example, the 2010 Patient Protection and Affordable Care Act (42 U.S.C. §1320a-71) requires the Secretary of Health and Human Services to carry out a nationwide program for states to conduct national statewide criminal background checks for direct patient access employees of nursing facilities and other providers.

Informed Approach

In addition to the above, clinical facilities may have additional requirements which exceed state or federal law and could bar student participation at a clinical site. Because a criminal history can have different effects at the educational, licensure, and employment levels, any applicant with a criminal history is encouraged to contact healthcare facilities and inquire about hiring and clinical placement criteria with respect to criminal convictions.

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V. Medical Condition and Facility Requirements

In order to participate in a clinical program at an outside clinical facility, students must meet the specific eligibility requirements of the facility including passing a medical examination acceptable to the facility prior to their participation in the clinical program at least once a year. All students regardless of state must show proof of vaccination or lab report of titer for Rubeola (measles), Rubella (German Measles), TDAP (tetanus, diphtheria, pertussis), Hepatitis B, Varicella, influenza vaccine (if influenza vaccine is required by clinical agency), COVID-19 vaccine (if required by clinical agency), and tested for Tuberculosis. My failure to pass medical examination by the clinical facility and/or provide proof of all required vaccinations will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree. Medical documentation is stored electronically via a third party. No medical documentation should be given to a Bryant & Stratton College employee or faxed to Bryant & Stratton College.

Applicants with questions about individual facility eligibility requirements and whether any health condition he or she may have would prevent clinical participation should seek additional information from the Nursing Program Director before enrolling at Bryant & Stratton College. If a student is not accepted to a facility because of a medical condition, the student will not be able to successfully complete the Nursing program because clinical participation is required to complete the program.

VI. Inaccurate Representations of Students

If an applicant inaccurately completes his or her disclosure form, Bryant & Stratton College will refuse admission of the applicant or dismiss an admitted student from its Nursing program regardless of the offense committed. Applicants are subject to sanctions if they knowingly give false information on or knowingly omit information from the background information disclosure form.

Applicants are also subject to sanctions if after submitting a background information disclosure form, subsequently fail to report:

- Any information about a conviction for a crime or other act or offense requested on the background information disclosure form;
- A substantiated finding of abuse or neglect of a client or of a misappropriation of a client's property; or,
- Carrying out other conduct that could result in the denial of the ability to sit for the licensure examination, or bar the applicant from being employed in certain settings as set forth, above.

VII. Warnings

Applicants who possess offenses which would bar participation at a clinical site may not be admitted because participation in the clinical course is necessary for program completion.

Students who obtain an offense after admission which bars participation in the clinical site will be released from the Nursing program or dismissed from Bryant & Stratton College.

VIII. Nursing Waiver

I understand that I am enrolling in the Nursing Program without being officially accepted by the Nursing Committee. I am fully aware that if something negative appears on my background check, application, or drug screen, I will be removed from the program immediately and do not hold Bryant & Stratton College responsible. I agree to acceptance or denial of enrollment at the discretion of the Nursing Committee.

Nursing Program Disclosure (VA)
Licensed Practical Nurse, Diploma
Nursing, Associate Degree
Nursing Generalist, Bachelor Degree

Board of Nursing Approval and Accreditation information for this program is available at

<http://www.bryantstratton.edu/degrees/accreditation>.

Students who successfully complete the Practical Nurse program are awarded a diploma and will be eligible to apply to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Students who successfully complete the Nursing program are awarded an Associate Degree and will be eligible to take the National Council Licensure Examination for Registered Nurses (RN-NCLEX). Students who successfully complete the Nursing Generalist, BSN program are awarded a Bachelor's Degree and will be eligible to take the National Council Licensure Examination for Registered Nurses (RN-NCLEX).

Students who successfully complete the RN to BSN program will be awarded a Bachelor's Degree. Completion rates, licensure and graduate employment rates for the Nursing Program are available at

https://www.bryantstratton.edu/pdf/2020_Program_Outcomes_Data_MA_AD%20PN.pdf.

I. Background Check Authorization

In order to be prepared for a variety of local standards, Bryant & Stratton College opts to comply with one of the larger employers, HCA, for background checks. For HCA compliance, Bryant & Stratton College will perform a background check on each Nursing student that encompasses the following:

- Level I Background Check;
- Seven-year Criminal History;
- Nationwide Sexual Offender Search;
- Social Security Verification;

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- Residence History;
- OIG List of Excluded Individuals/Entities;
- GSA List of Parties Excluded from Federal Programs;
- U.S. Treasury;
- Office of Foreign Assets Control (OFAC);
- List of Specially Designated Nationals (SDN);
- Applicable State Exclusion;
- Seven-year Employment Verifications (for those aged 21 and over).

I understand that a background check is performed on all students selected for the Nursing program. My clinical rotation as a nursing student is subject to approval by each clinical agency each semester. I am fully aware that the clinical agencies may not accept me as a student nurse due to information on my background check. Without these clinical classes, it is not possible for me to obtain a degree in Nursing. I also understand that I am prohibited from contacting any facility directly in an attempt to obtain approval or to challenge any decision regarding my clinical placement.

I authorize Bryant & Stratton College to conduct a background check and to release this information to the appropriate staff at the clinical sites affiliated with the Nursing program. I also agree to obtain any additional documentation necessary to complete my background check as required by the clinical site or Bryant & Stratton College.

If I decide to pursue a Nursing degree with a positive criminal or misconduct background, I understand that I may not be able to complete the Nursing program due to my inability to be placed clinically. I am aware that I am responsible for any and all costs incurred and that I will NOT be reimbursed for any course fees, tuition, books, supplies or any other expenses related to my previous or current coursework.

II. Disclosure for Admission Application

Applicants to the Nursing program are informed that drug use or a record of certain conduct, criminal convictions, and illnesses can prevent the student from successfully completing the Nursing program or being gainfully employed as a nurse.

In order to successfully complete the Nursing program, students must participate in clinical programs at outside clinical agencies at varied times to provide patient/client care. These facilities have policies regarding which students may be accepted. For these reasons, Bryant & Stratton College cannot warranty that a student with a criminal record or a record of certain actions, mental illness, physical illness, chemical dependencies, or failure to satisfy eligibility requirements will be accepted by a clinical facility for placement. If the student is not accepted, the student will not be able to successfully complete the Nursing program.

In addition, if an applicant has a record of certain crimes or conduct, as discussed below, Bryant & Stratton College cannot warranty that the Nursing Board will permit a student to sit for examination or to be licensed, certified, or registered or to be employed in the nursing field after a student graduates from its program.

I have been informed that the Licensed Practical Nurse Diploma program is a minimum of three (3) semesters in length. I have been informed that the Associate Degree Nursing Program is a minimum of five (5) semesters in length. I have been informed that the Bachelor's Degree Nursing Generalist Program is a minimum of eight (8) semesters in length. I am aware that every effort is made to offer both day and evening classes and clinicals, but that there is no guarantee that all classes and clinicals will be offered both day and evening every semester. I also am aware that the Nursing Program requires flexibility and that my personal and work circumstances must be flexible enough to permit me to maintain acceptable grades and meet all course requirements.

III. Drug Testing

Nursing students will be administered a urine drug screen prior to their clinical assignment. If a student tests negative, no further screens will be required unless the student manifests indications of impairment at the clinical agency. If such indications are present at the clinical agency, the student will be administered the urine drug screen again. If the student tests positive in the drug screen, he/she will NOT be given a clinical assignment or if presently in a clinical assignment will be dismissed from such assignment and will fail his or her Nursing course, which could result in the student's release from the Nursing program or in the dismissal of the student from Bryant & Stratton College.

IV. Criminal Background Checks, Drug Use, and Other Conduct Impeding Licensure and Employment

Applicants are required to disclose any and all criminal convictions, certain offenses/past actions taken in other states or jurisdictions, any mental or physical illnesses or chemical dependencies, and if they served in the armed forces must disclose the circumstances for any discharge other than honorable. A background check will be carried out during the first semester of the student's enrollment. In addition to the background check before admission, students may be required to submit to additional background checks. Also, during some clinical courses, checks requiring fingerprints are required for admission to clinical facilities.

Applicants to the Nursing program are informed that ANY criminal arrest or conviction could bar them from sitting for the licensure examination (NCLEX) after graduation. Such arrests and convictions are subject to Virginia Board of Nursing review on a case-by-case basis and Bryant & Stratton College cannot warranty that the Board will permit them to sit for the examination.

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Criminal Convictions

According to the Virginia Department of Health and the Virginia Department of Health Professions, each applicant is considered on an individual basis and there are no criminal convictions or impairments that are an absolute bar to nursing licensure or nurse aid certification. However, applicants to the Nursing Program are also informed that under Virginia law (VA Code Ann. 54.1-3007), certain conduct may bar an individual from sitting for the licensure examination (NCLEX) after graduation.

Discretionary Bar to Licensure, Certification, and Registration:

Crimes of Moral Turpitude and Crimes Which Suggest Impairment

“Conviction for any felony or for any misdemeanor involving moral turpitude may bar the ability to sit for examinations and may bar licensure, certification, or registration.” See VA Code Ann. 54.1-3007. Crimes involving moral turpitude include those involving lying, cheating, and stealing. Also, misdemeanor convictions which suggest a possible impairment issue, such as driving under the influence (DUI) and illegal drug possession, may be a basis for denial during the licensure or individual unsafe to practice, or any mental or physical illness rendering him unsafe to practice may be a basis for denial during the licensure or certification appeal process.

Bar to Employment in Certain Settings

Even if an individual with a conviction is able to become licensed or certified by the Board of Nursing, there are certain crimes which will disqualify him or her from working in certain settings. Individuals with a conviction for certain “barrier crimes” are prohibited from employment in nursing facilities, home care organizations, hospice programs, or assisted living facilities. A list of these barrier crimes is available upon request. Any applicant with any sort of conviction or other record of an offense should review this list to determine whether he or she may be barred from employment in these facilities.

Drug Use, Illnesses, and Other Conduct

Other conduct that could result in the denial of the ability to sit for licensure examination, or cause the denial of licensure, nurse aid certification, or registration includes:

1. Fraud and deceit in procuring or attempting to procure nursing license, certification, or registration;
2. Unprofessional conduct;
3. Willful or repeated violation of state law governing nursing licensure;
4. Use of alcohol or drugs to the extent that such use renders a person unsafe to practice;
5. Any mental or physical illness that renders a person unsafe to practice.

Federal Law

Applicants should be aware that in addition to state law, federal law mandates criminal record checks with respect to work in certain facilities or settings that receive federal funding. For example, the 2010 Patient Protection and Affordable Care Act (42 U.S.C. §1320a-7I) requires the Secretary of Health and Human Services to carry out a nationwide program for states to conduct national statewide criminal background checks for direct patient access employees of nursing facilities and other providers.

Informed Approach

In addition to the above, clinical facilities may have additional requirements which exceed state or federal law and could bar student participation at a clinical site. Because a criminal history can have different effects at the educational, licensure, and employment levels, any applicant with a criminal history is encouraged to contact healthcare facilities and inquire about hiring and clinical placement criteria with respect to criminal convictions.

V. Medical Condition and Facility Requirements

In order to participate in a clinical program at an outside clinical facility, students must meet the specific eligibility requirements of the facility including passing a medical examination acceptable to the facility prior to their participation in the clinical program at least once a year. All students regardless of state must show proof of vaccination or lab report of titer for Rubella (measles), Rubella (German Measles), TDAP (tetanus, diphtheria, pertussis), Hepatitis B, Varicella, influenza vaccine (if influenza vaccine is required by clinical agency), COVID-19 vaccine (if required by clinical agency) and tested for Tuberculosis. I recognize that my failure to pass medical examination by the clinical facility and/or provide proof of all required vaccinations will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree. Medical documentation is stored electronically via a third party. No medical documentation should be given to a Bryant & Stratton College employee or faxed to Bryant & Stratton College. Applicants with questions about individual facility eligibility requirements and whether any health condition he or she may have would prevent clinical participation should seek additional information from the Nursing Program Director before enrolling at Bryant & Stratton College. If a student is not accepted to a facility because of a medical condition, the student will not be able to successfully complete the Nursing Program because clinical participation is required to complete the program.

VI. Inaccurate Representations of Students

If an applicant inaccurately completes his or her disclosure form, Bryant & Stratton College will refuse admission of the applicant or dismiss an admitted student from its Nursing program regardless of the offense committed. Applicants are subject to sanctions if they

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knowingly give false information on or knowingly omit information from the background information disclosure form. Applicants are also subject to sanctions if after submitting a background information disclosure form, subsequently fail to report:

- Any information about a conviction for a crime or other act or offense requested on the background information disclosure form;
- A substantiated finding of abuse or neglect of a client or of a misappropriation of a client's property; or
- Carrying out other conduct that could result in the denial of the ability to sit for the licensure examination, or bar the applicant from being employed in certain settings as set forth above.

VII. Warnings

Applicants who possess offenses which would bar participation at a clinical site may not be admitted because participation in the clinical course is necessary for program completion. Students who obtain an offense after admission which bars participation in the clinical site will be released from the Nursing program or dismissed from Bryant & Stratton College.

VIII. Nursing Waiver

I understand that I am enrolling in the Nursing Program without being officially accepted by the Nursing Committee. I am fully aware that if something negative appears on my background check, application, or drug screen, I will be removed from the program immediately and do not hold Bryant & Stratton College responsible. I agree to acceptance or denial of enrollment at the discretion of the Nursing Committee.

Nursing Program Disclosure (OH)
Licensed Practical Nurse, Diploma
Nursing, Associate Degree
Nursing Generalist, Bachelor Degree

Board of Nursing Approval and Accreditation information for this program is available at <http://www.bryantstratton.edu/degrees/accreditation>.

Students who successfully complete the Practical Nurse program are awarded a diploma and will be eligible to apply to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Students who successfully complete the Nursing program are awarded an Associate Degree and will be eligible to take the National Council Licensure Examination for Registered Nurses (RN-NCLEX). Students who successfully complete the Nursing Generalist, BSN program are awarded a Bachelor's Degree and will be eligible to take the National Council Licensure Examination for Registered Nurses (RN-NCLEX). Students who successfully complete the RN to BSN program will be awarded a Bachelor's Degree. Completion rates, licensure and graduate employment rates for the Nursing Program are available at.

https://www.bryantstratton.edu/pdf/2020_Program_Outcomes_Data_MA_AD%20PN.pdf.

I. Background Check Authorization

Ohio state law bars individuals with certain types of criminal convictions and other misconduct from working in healthcare facilities and/or sitting for the licensure examination after graduation. Nursing students fall into this category. In addition, healthcare facilities often have their own guidelines and restrictions that determine which nursing students they will allow to train at their sites. Bryant & Stratton College cannot guarantee clinical placement of any student with a criminal conviction on his or her background check. Nursing clinical courses are mandatory and there is no substitution available to meet the clinical requirements.

I understand that a background check is performed on all students selected for the Nursing Program. My clinical rotation as a nursing student is subject to approval by each clinical agency each semester. I am fully aware that the clinical agencies may not accept me as a student nurse due to information on my background check. Without these clinical classes, it is not possible for me to obtain a degree in Nursing.

I also understand that I am prohibited from contacting any facility directly in an attempt to obtain approval or to challenge any decision regarding my clinical placement. I authorize Bryant & Stratton College to conduct a background check and to release this information to the appropriate staff at the clinical sites affiliated with the Nursing Program. I also agree to obtain any additional documentation necessary to complete my background check as required by the clinical site or Bryant & Stratton College.

If I decide to pursue a Nursing degree with a positive criminal or misconduct background, I understand that I may not be able to complete the Nursing Program due to my inability to be placed clinically. I am aware that I am responsible for any and all costs incurred and that I will NOT be reimbursed for any course fees, tuition, books, supplies or any other expenses related to my previous or current coursework.

II. Disclosure for Admission Application

Applicants to the Nursing program are informed that drug use or a record of certain conduct, criminal convictions, and illnesses can prevent the student from successfully completing the Nursing Program or being gainfully employed as a nurse.

In order to successfully complete the Nursing Program, students must participate in clinical programs at outside clinical agencies at varied times to provide patient/client care. These facilities have policies regarding which students may be accepted. For these reasons, Bryant & Stratton College cannot warranty that a student with a criminal record or a record of certain actions, mental illness, physical illness, chemical dependencies or failure

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to satisfy eligibility requirements will be accepted by a clinical facility for placement. If the student is not accepted, the student will not be able to successfully complete the Nursing Program.

In addition, if an applicant has a record of certain crimes or conduct, as discussed below, Bryant & Stratton College cannot warranty that the Nursing Board will permit a student to sit for examination or to be licensed, certified, or registered or to be employed in the nursing field after a student graduates from its program.

I have been informed that the Licensed Practical Nurse Diploma program is a minimum of three (3) semesters in length. I have been informed that the Associate Degree Nursing Program is a minimum of five (5) semesters in length. I have been informed that the Bachelor's Degree Nursing Generalist Program is a minimum of eight (8) semesters in length. I am aware that every effort is made to offer both day and evening classes and clinicals, but that there is no guarantee that all classes and clinicals will be offered both day and evening every semester.

I also am aware that the Nursing Program requires flexibility and that my personal and work circumstances must be flexible enough to permit me to maintain acceptable grades and meet all course requirements.

III. Drug Testing

Nursing students will be administered a mouth swab drug screen during orientation. If the results of the mouth swab come back inconclusive, students are sent for a urine drug screen that must be completed within 24 hours. If a student tests negative, no further screens will be required unless the student manifests indications of impairment at the clinical agency. If such indications are present at the clinical agency, the student will be administered the urine drug screen again.

If the student tests positive in the mouth swab drug screen, he or she is randomly tested throughout the remainder of his or her education. If the student tests positive in the urine drug screen, he/she will NOT be given a clinical assignment or if presently in a clinical assignment will be dismissed from such assignment and will fail his or her Nursing course, which could result in the student's release from the Nursing Program or in the dismissal of the student from Bryant & Stratton College.

IV. Criminal Background Checks, Drug Use, and Other Conduct Impeding Licensure and Employment

Applicants are required to disclose any and all criminal convictions, certain offenses/past actions taken in other states or jurisdictions, any mental or physical illnesses or chemical dependencies, and if they served in the armed forces must disclose the circumstances for any discharge other than honorable. A background check will be carried out before the first semester of the student's enrollment.

In addition to the initial background check, students may need to submit to additional background checks as they

expire. Also, during some clinical courses, checks requiring fingerprinting are required for admission to clinical facilities.

Applicants to the Nursing Program are also informed that under Ohio law (ORC Ann. §4723.09), certain convictions, pleas, or judicial findings of guilt for certain crimes may bar an individual from sitting for the licensure examination after graduation.

Absolute Bars to Licensure

Any applicant who has been convicted of, pleaded guilty to, or had a judicial finding of guilt for any of the felonies listed below cannot be licensed as a nurse in the State of Ohio. See ORC Ann. §4723.09.

- Aggravated Murder (ORC Ann. §2903.01).
- Murder (ORC Ann. §2903.02).
- Voluntary Manslaughter (ORC Ann. §2903.03).
- Felonious Assault (ORC Ann. §2903.11).
- Kidnapping (ORC Ann. §2905.01).
- Rape (ORC Ann. §2907.02).
- Sexual Battery (ORC Ann. §2907.03).
- Gross Sexual Imposition (ORC Ann. §2907.05).
- Aggravated Robbery (ORC Ann. §2911.01).
- Aggravated Burglary (ORC Ann. §2911.11).
- Aggravated Arson (ORC Ann. §2909.02).
- A substantially similar crime in any other state.

Discretionary Bars to Licensure

Aside from the above-listed absolute bars to licensure, the Ohio Board of Nursing *may* revoke a license or refuse to grant a license for any felony, any drug-related misdemeanor, any misdemeanor involving gross immorality or moral turpitude, or any misdemeanor occurring in the course of practice. Applicants should refer to ORC Ann. §4723.28 for a complete list of all the crimes and conduct which may bar licensure.

Regarding whether crimes involve gross immorality or moral turpitude, there is no statute or rule describing which crimes meet this legal description. Rather, the Board reviews each case individually based on the underlying acts and circumstances involved, as well as by referring to existing case law. The Board will not issue a decision (or provide a written or verbal opinion) regarding the effect of a person's criminal history on his or her licensure application before the Board receives an application and all relevant information is reviewed. This means that the Board cannot inform an applicant to Bryant & Stratton College or an enrolled nursing student as to whether he or she will receive a nursing license or have discipline imposed on a license granted to him or her because of the student's criminal history. Before making a determination on a licensing application, the Board reviews information including but not limited to court records, police reports, witness statements and any written explanation provided by the applicant.

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Bar to Employment in Certain Settings

Even if an individual with a conviction is able to become licensed by the Board of Nursing, there are certain offenses which will disqualify him or her from working in certain settings, such as elder or pediatric care.

Ohio law bars individuals with these “disqualifying offenses” from working in a home health agency providing direct care to an older adult or serving in a position that involves the care, custody, or control of a child. These offenses include those listed above, which are absolute bars to licensure and several more including numerous other crimes, debarment or suspension from federal contracts, being included in the Ohio Department of Developmental Disabilities’ Registry of employees guilty of abuse, neglect or misappropriation and inclusion in Laura’s Law inmate database.

These offenses are listed in ORC Ann. §3701.881 and OAC Ann. §3701-60-06. Any applicant with any sort of conviction or other record of an offense should review these provisions to determine whether he or she may be barred from employment in facilities or with employers that serve older adults or children.

Federal Law

Applicants should be aware that in addition to state law, federal law mandates criminal record checks with respect to work in certain facilities or settings that receive federal funding. For example, the 2010 Patient Protection and Affordable Care Act (42 U.S.C. §1320a-7I) requires the Secretary of Health and Human Services to carry out a nationwide program for states to conduct national statewide criminal background checks for direct patient access employees of nursing facilities and other providers.

Informed Approach

In addition to the above, clinical facilities may have additional requirements which exceed state or federal law and could bar student participation at a clinical site. Because a criminal history can have different effects at the educational, licensure, and employment levels, any applicant with a criminal history is encouraged to review the criminal history information available on the Board of Nursing’s website (www.nursing.ohio.gov) and to contact healthcare facilities and inquire about hiring criteria with respect to criminal convictions.

V. Medical Condition and Facility Requirements

In order to participate in a clinical program at an outside clinical facility, students must meet the specific eligibility requirements of the facility including passing a medical examination acceptable to the facility prior to their participation in the clinical program at least once a year. All students regardless of state must show proof of vaccination or lab report of titer for Rubeola (measles), Rubella (German Measles), TDAP (tetanus, diphtheria, pertussis), Hepatitis B, Varicella, influenza vaccine (if influenza vaccine is required by clinical agency), COVID-

19 vaccine (if require by clinical agency) and tested for Tuberculosis.

My failure to pass medical examination by the clinical facility and/or provide proof of all required vaccinations – including the COVID-19 vaccine – will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree. Applicants with questions about individual facility eligibility requirements and whether any health condition he or she may have would prevent clinical participation should seek additional information from the Nursing Program Director before enrolling at Bryant & Stratton College. If a student is not accepted to a facility because of a medical condition, the student will not be able to successfully complete the Nursing program because clinical participation is required to complete the program.

VI. Inaccurate Representations of Students

If an applicant inaccurately completes his or her disclosure form, Bryant & Stratton College will refuse admission of the applicant or dismiss an admitted student from its Nursing program regardless of the offense committed.

Applicants are subject to sanctions if they knowingly give false information on or knowingly omit information from the background information disclosure form.

Applicants are also subject to sanctions if after submitting a background information disclosure form, subsequently fail to report:

- Any information about a conviction for a crime or other act or offense requested on the background information disclosure form;
- A substantiated finding of abuse or neglect of a client or of a misappropriation of a client’s property; or
- Carrying out other conduct that could result in the denial of the ability to sit for the licensure examination, or bar the applicant from being employed in certain settings as set forth above.

VII. Warnings

Students who obtain an offense after admission which bars participation in the clinical site will be released from the Nursing program or dismissed from Bryant & Stratton College.

VIII. Nursing Waiver

I understand that I am enrolling in the Nursing Program without being officially accepted by the Nursing Committee. I am fully aware that if something negative appears on my background check, application, or drug screen, I will be removed from the program immediately and do not hold Bryant & Stratton College responsible. I

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agree to acceptance or denial of enrollment at the discretion of the Nursing Committee.

Nursing, RN-to-BSN

Approval and Accreditation information for this program is available at <http://www.bryantstratton.edu/degrees/accreditation>. The RN-BSN Program is designed for RN graduates who have passed the RN-N.C.L.E.X. and earned licensure. Admission requirements for the RN-BSN program are provided in the Official Catalog. Applicants must provide proof of an unencumbered and active RN license in the state in which they practice during the application process, and any time renewal of such license is obtained during their enrollment in the program. Applicants are advised that this program includes a practice experience component that may be completed in a live healthcare environment. Compliance with the requirements of any agencies/healthcare facilities utilized for completion of this component will be necessary and such compliance may include, but not be limited to, health history and examination by a physician with proof of vaccinations and Tuberculin skin tests, valid CPR certification, proof of current health care insurance coverage, background checks, fingerprint screening(s) and/or drug testing. I understand that in order to participate in a clinical program at an outside clinical facility, I must meet the specific eligibility requirements of the facility including passing a medical examination acceptable to the facility prior to my participation. I am aware that part of my medical examination may include providing proof of having obtained required vaccinations, including the COVID-19 vaccine. I recognize that my failure to fulfill eligibility requirements, pass medical examination by the clinical facility and/or provide proof of all required vaccinations will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree.

Nursing Program Disclosure (NY)

**Nursing, Associate of Applied Science
Bachelor of Science Degree in Nursing**

The Nursing Programs are registered/accredited by the Office of College and University Evaluation; New York State Education Department <http://www.bryantstratton.edu/degrees/accreditation>). Students who successfully complete the Nursing program at the Henrietta Campus are awarded and Associate of Applied Science Degree and will be eligible to take the National Council Licensure Examination for Registered Nurses (RN-NCLEX). Students who successfully complete the Nursing program at the Liverpool Campus are awarded a Bachelor's of Science Degree in Nursing and will be eligible to take the National Council Licensure Examination for Registered Nurses (RN-NCLEX). Completion rates, licensure and graduate

employment rates will be available for review on the College website after the first cohort has completed the program.

I. Background Check Authorization

To ensure the safety and well-being of all patients, background checks are the standard practice for working in healthcare. Student placement in a clinical setting assumes the person possesses good moral character and the ability to successfully pass the rigor of a background check. Therefore, it is required that all enrolled students obtain a background check prior to beginning clinical practice. In addition, healthcare facilities often have their own guidelines and restrictions that determine which nursing students they will allow to train at their sites. Laws that govern RN licensure are included in Education Law Article 139 and 8 NYCRR Part 64. These can be found on the New York State Education Department/Office of the Professions website (www.op.nysed.gov), by emailing op4info@nysed.gov or by calling 518-474-3817 (x570). Bryant & Stratton College cannot guarantee clinical placement of any student with a criminal conviction on his or her background check.

Nursing clinical courses are mandatory and there is no substitution available to meet the clinical requirements. I understand that a background check is performed on all students selected for the Nursing program. My clinical rotation as a nursing student is subject to approval by each clinical agency each semester.

I am fully aware that the clinical agencies may not accept me as a student nurse due to information on my background check. Without these clinical classes, it is not possible for me to obtain a degree in Nursing. I also understand that I am prohibited from contacting any facility directly in an attempt to obtain approval or to challenge any decision regarding my clinical placement. I authorize Bryant & Stratton College to conduct a background check and to release this information to the appropriate staff at the clinical sites affiliated with the Nursing program.

I also agree to obtain any additional documentation necessary to complete my background check as required by the clinical site or Bryant & Stratton College. If I decide to pursue a Nursing degree with a positive criminal or misconduct background, I understand that I may not be able to complete the Nursing program due to my inability to be placed clinically. I am aware that I am responsible for any and all costs incurred and that I will NOT be reimbursed for any course fees, tuition, books, supplies or any other expenses related to my previous or current coursework.

II. Disclosure for Admission Application

Applicants to the Nursing program are informed that drug use or a record of certain conduct, criminal convictions, and illnesses can prevent the student from successfully completing the Nursing program or being gainfully employed as a nurse.

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In order to successfully complete the Nursing program, students must participate in clinical programs at outside clinical agencies at varied times to provide patient/client care. These facilities have policies regarding which students may be accepted. For these reasons, Bryant & Stratton College cannot warranty that a student with a criminal record or a record of certain actions, mental illness, physical illness, chemical dependencies or failure to satisfy eligibility requirements will be accepted by a clinical facility for placement. If the student is not accepted, the student will not be able to successfully complete the Nursing program.

In addition, if an applicant has a record of certain crimes or conduct, as discussed below, Bryant & Stratton College cannot warranty that the Nursing Board will permit a student to sit for examination or to be licensed, certified, or registered or to be employed in the nursing field after a student graduates from its program.

I have been informed that the Associate Degree Nursing Program is a minimum of four (4) semesters in length. I have been informed that the Bachelor of Science Degree in Nursing is a minimum of eight (8) semesters in length.

I am aware that every effort is made to offer both day and evening classes and clinicals, but that there is no guarantee that all classes and clinicals will be offered both day and evening every semester. I also am aware that the Nursing Program requires flexibility and that my personal and work circumstances must be flexible enough to permit me to maintain acceptable grades and meet all course requirements.

III. Drug Testing

Nursing students will be administered a drug screen prior to their clinical assignment (if required by clinical agency). If a student tests negative, no further screens will be required unless the student manifests indications of impairment at the clinical agency. If such indications are present at the clinical agency, the student will be administered the urine drug screen again.

If the student tests positive in the drug screen, he/she will NOT be given a clinical assignment or if presently in a clinical assignment will be dismissed from such assignment and will fail his or her Nursing course, which could result in the student's release from the Nursing program or in the dismissal of the student from Bryant & Stratton College.

IV. Criminal Background Checks, Drug Use, and Other Conduct Impeding Licensure and Employment

Applicants are required to disclose any and all criminal convictions, certain offenses/past actions taken in other states or jurisdictions, any mental or physical illnesses or chemical dependencies, and if they served in the armed forces must disclose the circumstances for any discharge other than honorable. A background check will be carried out before the first semester of the student's enrollment.

In addition to the initial background check, students may need to submit to additional background checks before each term in which they are enrolled in a course that has clinical hours. Also, during some clinical courses, checks requiring fingerprinting are required for admission to clinical facilities.

Applicants to the Nursing program are informed that ANY criminal arrest or conviction could bar them from sitting for the licensure examination (NCLEX) after graduation. Such arrests and convictions are subject to New York State Education Department who decides on a case-by-case basis whether prior criminal conviction(s) or other issues will disqualify the applicant from being licensed or registered as an RN and Bryant & Stratton College cannot warranty that the Board will permit them to sit for the examination.

**Discretionary Bar to Clinical Participation,
Employment in the Nursing Field,
and Licensure**

A clinical site *may* refuse admission of an applicant and a provider *may* refuse to employ an individual as a caregiver if the background check reveals a criminal conviction that is not a "serious crime" but is substantially related to the care of its clients.

Applicants must file an application for licensure and the other forms indicated, along with the appropriate fee to the Office of the Professions at the address specified on each form. It is the applicant's responsibility to follow up with any requests for additional documentation. Laws that govern RN licensure are included in Education Law Article 139 and 8 NYCRR Part 64. These can be found on the New York State Education Department/Office of the Professions website (www.op.nysed.gov), by emailing op4info@nysed.gov or by calling 518-474-3817 (x570).

You must demonstrate that you are currently of good moral character in order to be licensed or registered as an RN. When you apply for an RN license or to renew your registration, you will be required to answer the following questions:

- Have you been found guilty after trial, or pleaded guilty, no contest or nolo contendere to a crime (felony or misdemeanor) in any court?
- Are criminal charges pending against you in any court? Has any licensing or disciplinary authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a professional licensed or certificate held by you now or previously,

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- or ever fined, censured, reprimanded or otherwise disciplined you?
- Are charges pending against you in any jurisdiction for any sort of professional misconduct?
 - Has any hospital or licensed facility restricted or terminated your professional training, employment or privileges or have you ever voluntarily or involuntarily resigned or withdrawn from such association to avoid imposition of such measures?
 - A “yes” answer to one or more of the questions above will not necessarily disqualify you from a license or a registration in New York State. The New York State Education Department decides on a case by case basis whether prior criminal conviction(s) or other issues will disqualify the applicant from being licensed or registered as an RN.

Students are responsible to determine eligibility for licensure. If convicted of a crime, the student is responsible to determine if their background will prohibit licensure and employment in the healthcare industry. Bryant & Stratton College administrators, faculty and staff are unable to provide legal advice. Students with questions/concerns about their background may contact legal counsel prior to enrollment.

Federal Law

Applicants should be aware that in addition to state law, federal law mandates criminal record checks with respect to work in certain facilities or settings that receive federal funding. For example, the 2010 Patient Protection and Affordable Care Act (42 U.S.C. §1320a-7I) requires the Secretary of Health and Human Services to carry out a nationwide program for states to conduct national statewide criminal background checks for direct patient access employees of nursing facilities and other providers.

Informed Approach

In addition to the above, clinical facilities may have additional requirements which exceed state or federal law and could bar student participation at a clinical site. Because a criminal history can have different effects at the educational, licensure, and employment levels, any applicant with a criminal history is encouraged to contact healthcare facilities and inquire about hiring and clinical placement criteria with respect to criminal convictions.

V. Medical Condition and Facility Requirements

In order to participate in a clinical program at an outside clinical facility, students must meet the specific eligibility requirements of the facility including passing a medical examination acceptable to the facility prior to their

participation in the clinical program at least once a year. All students regardless of state must show proof of vaccination or lab report of titer for Rubeola (measles), Rubella (German Measles), TDAP (tetanus, diphtheria, pertussis), Hepatitis B, Varicella, influenza vaccine (if influenza vaccine is required by clinical agency), COVID-19 vaccine (if required by clinical agency) and tested for Tuberculosis. My failure to pass medical examination by the clinical facility and/or provide proof of all required vaccinations – including the COVID-19 vaccine – will preclude my clinical participation altogether. Clinical courses are mandatory and there is no substitution available to meet clinical requirements. I understand that if I am precluded from clinical participation for any reason, it is not possible for me to complete my degree. Medical documentation is stored electronically via a third party. No medical documentation should be given to a Bryant & Stratton College employee or faxed to Bryant & Stratton College.

Applicants with questions about individual facility eligibility requirements and whether any health condition he or she may have would prevent clinical participation should seek additional information from the Nursing Program Director before enrolling at Bryant & Stratton College. If a student is not accepted to a facility because of a medical condition, the student will not be able to successfully complete the Nursing program because clinical participation is required to complete the program.

VI. Inaccurate Representations of Students

If an applicant inaccurately completes his or her disclosure form, Bryant & Stratton College will refuse admission of the applicant or dismiss an admitted student from its Nursing program regardless of the offense committed. Applicants are subject to sanctions if they knowingly give false information on or knowingly omit information from the background information disclosure form.

Applicants are also subject to sanctions if after submitting a background information disclosure form, subsequently fail to report:

- Any information about a conviction for a crime or other act or offense requested on the background information disclosure form;
- A substantiated finding of abuse or neglect of a client or of a misappropriation of a client's property; or,
- Carrying out other conduct that could result in the denial of the ability to sit for the licensure examination, or bar the applicant from being employed in certain settings as set forth, above.

VII. Warnings

Applicants who possess offenses which would bar participation at a clinical site may not be admitted because participation in the clinical course is necessary for program completion. Students who obtain an offense

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after admission which bars participation in the clinical site will be released from the Nursing program or dismissed from Bryant & Stratton College.

VIII. Nursing Waiver

I understand that I am enrolling in the Nursing Program without being officially accepted by the Nursing Committee. I am fully aware that if something negative appears on my background check, application, or drug screen, I will be removed from the program immediately and do not hold Bryant & Stratton College responsible. I agree to acceptance or denial of enrollment at the discretion of the Nursing Committee.