







**Q.** What is the mission, vision, values and goals of Jersey College?

**A.** Mission: Jersey College is a private postsecondary institution dedicated to life-long learning and providing seamless academic progressions. Our mission is to bridge the labor gap occurring in demand occupations and to train competent professionals who are well prepared to enter the job market. In pursuit of this mission, we dedicate ourselves to establishing an environment that promotes learning, scholarship and community.

Vision

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**ADMISSION REQUIREMENTS:**

**Q.** What requirements must I meet in order to be eligible for admission?

**A.** The following contains a ~~by~~owedw

## ENROLLMENT AND REGISTRATION REQUIREMENTS:

### Q. What requirements must I meet in order to enroll and register in courses?

- A. To enroll and register in courses at Jersey College, students must undertake the following activities:
- Make arrangements for the payment of tuition and associated program fees.
  - Satisfactorily pass a background check.
  - Execute an Enrollment Agreement.
  - Determine sequence of courses.
  - Attend a comprehensive orientation session.
  - Complete all documents and paperwork associated with enrollment, including, but not limited to attestations of receipt of policies, acknowledgments of responsibilities, emergency contacts and other documentation.

Students seeking to enroll in and register for nursing courses with clinical experiences and practicum experiences are also required to undertake the following activities to enroll, register and participate in such courses:

- Present evidence of good physical health (including a physical examination from the past six months) and documentation of fitness to work in health care.
- Present proof of current Mantoux test, Tetanus, Hepatitis B (or a waiver), and vaccination and laboratory titer evidence for measles, mumps, rubella, and varicella.
- Provide proof of current certification in Basic Life Saving for Health Care Providers from the American Heart Association.<sup>11</sup>
- Provide proof of a current, active, unencumbered LPN license.<sup>12</sup>
- Meet the technical standards of the nursing programs (see below).

In addition, students seeking to enroll in and register for nursing courses with clinical experiences (whether a Jersey College direct supervised experience or a preceptorship experience) may also be required to undertake activities mandated by the clinical facilities, including but not limited to, (i) participating in drug screenings, (ii) providing proof of vaccination for COVID-19, the flu and other viruses, (iii) completing mask fit testing, (iv) executing facility attestations and agreements and (v) attending training sessions and completing assessments.

Students are responsible for all costs associated with enrollment and registration in courses that contain a clinical experience, including, but not limited to physicals, immunizations, background checks, mask fitting, drug screening, and obtaining documentation and records.

Students who are unable to meet the prerequisites required to participate in clinical activities will not be allowed to participate in the course and may be placed on a leave of absence or withdrawn from a program until such time as they are able to meet the requirements.

Students enrolling and registering for distance education coursework at Jersey College are expected to participate and complete our College's orientation program for distance education. The purpose of this program, among other things, is to (i) ensure that students understand the technical aspects of distance education, (ii) provide students with an opportunity to explore the nuances and rigors associated with distance education and (iii) allow students the opportunity to demonstrate certain competencies with the use of technology. The distance education orientation is conducted through our e-learning platform, Canvas®.

Students may not enroll in and register for courses with time conflicts (i.e., scheduled class times that overlap). In addition, students may not enroll in and register for both daytime and evening classes without the prior approval of the Campus Director. If a student is enrolled in or registered for a course without the appropriate permission, Jersey College may direct the registrar to drop the student from the course.

Q.



**GRADUATION AND CLASS INFORMATION:**





## ACCOMMODATIONS:

### Q. What is Jersey College's policy with respect to Special Accommodations?

A. Jersey College is committed to responding to the needs of students with disabilities as outlined in both the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. The Campus Director has the responsibility to review all requests for accommodations and determine appropriate accommodations. Typical accommodations may include but are not limited to note taking, classroom relocation, extended testing time, adapted computer access, and audio recording.

To request reasonable accommodations at Jersey College for testing or other considerations, students must complete a Request for Reasonable Accommodations form (available at [www.jerseycollege.edu/policies](http://www.jerseycollege.edu/policies)) and provide documentation. The essential elements of documentation are:

- Licensed or credentialed evaluator, with specific certification or expertise related to the condition being diagnosed (see Qualified Professionals/Practitioners below), and who is not related to the individual.
- Documentation typed, dated, signed and otherwise legible.
- Clear diagnostic statement, including diagnostic sub-types where relevant, that describes the condition, present symptoms supporting the diagnosis and provides information on the functional impact of the condition. A full clinical description conveys this information, as will diagnostic codes from the DSM (Diagnostic Statistical Manual of the American Psychiatric Association) or the ICF (International Classification of Functioning, Disability and Health of the World Health Organization.)
- A summary of assessment procedures and evaluation instruments used to make the diagnosis and a summary of evaluation results, including standardized or percentile scores. (See specific guidelines for learning disabilities, psychiatric disabilities, and ADD/ADHD) in Part III of the application.
- Description of the progression or stability of the disability over time and in context.
- Medical information relating to the student's needs to include the impact of medication on the student's ability to meet the demands of the postsecondary environment.
- A statement of the functional impact or limitations of the disability on learning or other major life activity and the degree to which it impacts the individual in the learning context for which accommodations are being requested.
- Specific recommendations for accommodations in the learning environment and rationale for each accommodation.
- Records of prior accommodations (if any) and an indication of how beneficial the accommodations were.

Professionals conducting assessments and rendering diagnoses of disabilities must be qualified. This means that comprehensive training in the differential diagnosis of various disabilities is required. The evaluator must have appropriate professional credentials, including licensure or certifications in the area being assessed. Acceptable Qualified Professionals/Practitioners are listed in the Academic Catalog available at [www.jerseycollege.edu/student-resources/college-catalog/](http://www.jerseycollege.edu/student-resources/college-catalog/). If coexisting disabling conditions are indicated assessments for each condition must be conducted by a Qualified Professional/Practitioner.

Completed request forms must be submitted at least three (3) weeks prior to the date one is requesting special accommodations.

Jersey College will independently assess the reported condition for purposes of authorizing appropriate accommodation. Not all requested accommodations are appropriate or "reasonable." An accommodation is not reasonable if, among other things:

- Making the accommodation or having the individual involved in the activity poses a direct threat to the health or safety of others.
- Making the accommodation means making a substantial change in an essential element of the curriculum.
- Making the accommodation would require a substantial alteration in the manner in which educational opportunities are provided, such as the course objectives being altered.
- Making the accommodation would impose an undue financial or administrative burden to the institution.



