I 0 I University Drive Chillicothe, Ohio 45601

T: 740.774.7200

F: 740.774.7792

[www.ohio.edu/chillicothe](http://www.ohio.edu/chillicothe)

Dear Prospective Student:

Thank you for your interest in Ohio University-Chillicothe Baccalaureate of Science in Nursing. The Ohio University School of Nursing (SON) has a long tradition of meeting the healthcare needs of Southeastern Ohio by delivering high quality nursing education through its Associate Degree in Nursing (ADN), RN to BSN and Traditional Bachelor of Science in Nursing (BSN) Programs. Both the ADN and BSN programs have received approval from the Ohio Board of Nursing and national accreditation.

Enclosed you will find a printed copy of the undergraduate admissions application with the Pre­ BSN Nursing code, Nursing curriculum and requirements for admission, quick glance check-off list, and an application for admission into the BSN program.

We encourage you to visit our campus and see what Ohio University-Chillicothe has to offer you! Please do not hesitate to contact us with your questions or concerns at 740-774-7282.

Sincerely,

Ohio University - Chillicothe School of Nursing



## SCHOOL OF NURSING

**2019 Application for BSN Major (BS1221)**

~ONLY COMPLETED APPLICATIONS WILL BE CONSIDERED FOR SELECTION TO THE BSN PROGRAM~

**AVAILABLE ON THE OHIO UNIVERSITY CAMPUSES OF ATHENS ~ CHILLICOTHE ~ SOUTHERN ~ ZANESVILLE**

**TODAY’S DATE**: / /

**RANK YOUR CAMPUS OF CHOICE**

**(Rank 1st, 2nd and 3rd choice…Submit application to 1st choice)**

**PERSONAL INFORMATION:**

ATHENS CHILLICOTHE SOUTHERN ZANESVILLE

LEGAL NAME:

(Needed for NCLEX and Clinical Placement purposes) Last First Middle Initial

Other name(s) that may appear on transcripts:

Preferred GENDER (check one): Female Male (Gender is not used as a basis for selection admission) If you would like the opportunity, we invite you to share more about your gender identity:

DATE OF BIRTH (mm/dd/yyyy): / /

PID#: **P**

OHIO EMAIL ADDRESS: @ohio.edu

ARE YOU AN INTERNATIONAL STUDENT? Yes No

PREFERRED NAME:

**ADDRESS INFORMATION:**

PERMANENT HOME ADDRESS:

PREFERRED PRONOUN

Street Apt. # City State Zip

 ( ) ( \_) Country Home Phone # Cell Phone #

MAILING ADDRESS (if different from Permanent Home Address)

Street Apt. # City State Zip

IF NECESSARY, CORRESPONDENCE REGARDING THIS APPLICATION SHOULD BE MAILED TO (check one):

Permanent Home Address shown above Mailing Address shown above

Contingent selection will occur during Spring Semester. Final selection will occur after the end of Spring Semester.

**~ Be sure to monitor your OHIO email address for notifications from the School of Nursing ~**

**~PLEASE COMPLETE INFORMATION ON THE BACK OF THIS FORM~**

**ETHNIC BACKGROUND (complete 1 & 2):**

(This information is optional and will not be used for selection purposes. The following categories are required for nursing accreditation reporting. Please check the categories that relates to your ethnicity.)

|  |  |  |  |
| --- | --- | --- | --- |
| **1. Please choose one of the following:** | * Hispanic/Latino
 | **OR** | * Non-Hispanic/Non-Latino
 |
| **2. Please choose all that apply:** |  |  |  |
| * American Indian or Alaska Native
* Native Hawaiian or Other Pacific Islander
 | * Asian
* White
 |  | * Black or African American
 |

HAVE YOU PREVIOUSLY AND/OR ARE YOU CURRENTLY INVOLVED IN ANY LEGAL MATTERS OR DISCIPLINARY MATTERS? THIS INCLUDES BUT IT IS NOT LIMITED TO BEHAVIORS WHICH HAVE BEEN REPORTED TO OHIO UNIVERSITY’S OFFICE OF COMMUNITY STANDARDS.

* **YES**  **NO**

If you answered “YES” to the above statement, please provide an explanation of your situation on a separate attached paper. This would include any current information that may/may not be provided on FBI and BCI reports submitted to the School of Nursing. If you have any questions concerning this matter, please consult with the Associate Director on your campus.

WORK/SERVICE EXPERIENCE:

Complete for most recent/relevant position held.

Agency/Employer: Dates Worked/Volunteered: \_

Brief description of responsibilities:

Name one thing you learned from this experience:

PLEASE READ THE STATEMENTS BELOW AND INITIAL THE BOX NEXT TO EACH STATEMENT TO ACKNOWLEDGE YOUR UNDERSTANDING/AGREEMENT. YOUR SIGNATURE IS ALSO REQUIRED.

I understand that consideration for acceptance into the BSN program will be contingent upon meeting all program requirements, and that selection for the BSN program is competitive, and meeting minimum requirements does not guarantee admission.

If accepted into the BSN program, I agree to provide all required documentation by the established deadlines as instructed. These may include, but are not limited to: immunization documentation, a recently completed physical exam, mandatory health screenings, drug screenings, annual influenza vaccination, and Healthcare Professional CPR certification. I understand that non-compliance may jeopardize my admission and/or clinical placements.

If accepted into the BSN program, I understand that expectations include attending all clinical/labs as assigned and that non-compliance could result in course failure.

I understand that any falsification on this document may result in non-acceptance to the program and may include dismissal from the program.

**My signature below certifies that the information provided on this application is correct and that I agree to the statements as shown above:**

Date:

SON-Box/BSN/BSN Selection/BSN Selection 2019/2019 Application for BS1221 – ALL CAMPUSES – updated 12/5/2019 - cb



**School of Nursing**

Established in 1804, Ohio University is the oldest public institution of higher learning in the state of Ohio and the first in the Northwest Territory. Ohio University is fully accredited by the North Central Association of Colleges and Schools.

The School of Nursing has provided education for nurses since the late 1960s. In addition to the BSN program described in this document, the Ohio University School of Nursing also offers several other options for those interested in a career in nursing:

* The two-year associate’s degree program (ADN) is available on the campuses of OU-Chillicothe, OU-Southern, and OU-Zanesville. Students successfully completing this program obtain an Associate in Applied Science degree with a major in nursing (ADN).
* The RN-to-BSN program is designed for licensed RNs wishing to complete a baccalaureate program. All nursing courses and most general education courses can be taken online.
* The School of Nursing also offers both online and hybrid Master of Science in Nursing programs (MSN) based on the Athens campus. MSN graduates are prepared to teach in schools of nursing, to be administrators in health care agencies, or to be family nurse practitioners.

###### BSN Program Information

Students seeking admission to the School of Nursing apply to Ohio University as Pre-BSN majors (ND1220) and complete pre-requisite courses outlined later in this document. Selection into the Pre-BSN program is competitive. During Spring Semester students meeting all requirements apply for consideration for selection to the BSN program (BS1221). The selected group of students will have the opportunity to complete the final three years of the BSN program, graduate, and sit for the NCLEX licensing exam. Information about the selection process will appear later in this document.

The traditional four-year Bachelor of Science in Nursing program (BSN) provides students with on-campus classroom lectures and simulation lab activities as well as regionalized clinical experiences. Selection to the program is competitive. The BSN program (BS1221) is offered on the Athens, Chillicothe, Southern and Zanesville campuses with clinical experiences occurring in hospitals and clinics in the southeastern Ohio region. Please note that students selected for the BSN program will need to provide their own transportation to clinical sites, and some locations may be approximately an hour-long drive from campus.

***Requirements for First Year Applicants to be considered for Pre-BSN***

1. Graduation from high school with a minimum 3.00 grade point average on a 4-point scale.
2. Successful completion of the college preparation program that includes: English (4 units); college- prep mathematics (3 units); social sciences (2 units); biology and chemistry (2 units). Each course is to be completed with a grade of 2.00 (C) or better.
3. The following courses are recommended but not required: foreign language, anatomy and physiology, and/or a third unit in social science.
4. Completed application and admission to Ohio University.
5. Official copies of high school transcripts.
6. Composite ACT score of 23 or better or a SAT score of 1060 (old)/1590 (new) or better.

***Requirements for TRANSFER Applicants to be considered for Pre-BSN***

1. Overall minimum college grade point average of 2.75 on a 4-point scale.
2. Completed application and admission to Ohio University
3. Official copies of high school transcripts if fewer than 45 credits of college work completed.
4. Official copies of all college transcripts.

***Requirements for CURRENT OU STUDENTS REQUESTING CHANGING THEIR MAJOR to Pre-BSN***

1. Completed Update of Program form (available in the School of Nursing).
2. Overall minimum college grade point average of 2.75 on a 4-point scale.
3. Grade of C or better in one of the following: BIOS 1300, BIOS 1310, CHEM 1210, CHEM 1220, CHEM 1510, CHEM 1520, CHEM 1205
4. Grade of C or better in three of the following: PSY 1010, SOC 1000, COMS 1010, PSY 2410/ EDEC 1600, or NUTR 1000.

For information about switching majors and for advising, contact the School of Nursing at

ouc-nursing@ohio.edu and make an appointment with an Academic Advisor. Acceptance into the Pre-BSN program is competitive.

**PRE-REQUISITE COURSEWORK**

Once admitted as a Pre-BSN (ND1220) student to Ohio University, work will begin on the pre-requisites for the BSN major (BS1221). The “Year One Pre-Requisite” courses shown below must be completed before the student can be considered for admission to the BSN major.

***Year One Pre-Requisites*** *Credit Hours (semester hours)*

1. Two chemistry courses 8 credits

CHEM 1210 and 1220 **or** CHEM 1510 and 1520

**or** CHEM 1205

***Note:*** Math Placement Level 2 is required or MATH 1200 must be taken prior to or concurrently with chemistry.

1. Anatomy and physiology 8 credits

BIOS 1300 and BIOS 1310

|  |  |  |
| --- | --- | --- |
| 3. | ENG 1510 | 3 credits |
| 4. | NRSE 1110 | 3 credits |
| 5. | **Three** of the **five** courses listed below: |  |
|  | * PSY 1010, Intro to Psychology
* SOC 1000, Intro to Sociology
 | 3 credits3 credits |
|  | * COMS 1010, Interpersonal Communication
* PSY 2410 **or** EDEC 1600, Growth & Development
 | 3 credits3 credits |
|  | * NUTR 1000, Nutrition
 | 3 credits |

***All NRSE courses must be completed with no less than an 80% (this is a B- with the School of Nursing Grading Scale). All other non-nursing courses required by the School of Nursing must be completed with a grade of C or better. A grade of C- means that the course must be repeated.***

***Additional Required Non-NRSE Courses*** *Credit Hours (semester hours)*

The following courses (along with the Tier I and II General Education courses) must be completed prior to a student’s final year in the program.

|  |  |  |
| --- | --- | --- |
| 1. | Microbiology: BIOS 2210 and BIOS 2215 **or** BIOS 2010 | 4 credits |
| 2. | PSY 1110 **or** PSY 2110, Statistics | 3 or 4 credits |
| 3. | Complete the remaining courses as needed from the list below: |  |
|  | * PSY 1010, Intro to Psychology
* SOC 1000, Intro to Sociology
 | 3 credits3 credits |
|  | * COMS 1010, Interpersonal Communication
* PSY 2410 **or** EDEC 1600, Growth & Development
 | 3 credits3 credits |
|  | * NUTR 1000, Nutrition
 | 3 credits |

***All NRSE courses must be completed with no less than an 80% (this is a B- with the School of Nursing Grading Scale). All other non-nursing courses required by the School of Nursing must be completed with a grade of C or better. A grade of C- means that the course must be repeated.***

~Please see the suggested 4 year BSN course plan document for additional details~

**SELECTION for BSN MAJOR**

Selection for the BSN major (BS1221) is competitive and occurs only once a year during the Spring Semester. Submission of specified documents as determined by the School of Nursing must be in the student’s Application File in the respective School of Nursing office on the date/time indicated by each campus. In order to meet the deadline, students may need to begin the collection of materials during Fall Semester. The School of Nursing will provide information to students about all aspects of the selection process in a timely manner.

1. Documents required in the Selection File:
	1. Signed application form to request admittance to BS1221 (form is available from the School of Nursing office on the campus where you are seeking admission.)
	2. The School of Nursing will run a final DARS report once spring semester grades are recorded to verify successful completion of coursework in the specified prerequisite courses.
	3. Successful completion of the HESI A2 pre-admission exam. Subjects tested on the exam include: mathematics, reading, vocabulary, grammar, chemistry, biology, anatomy and physiology. Information about the HESI A2 testing will be shared with Pre-BSN students during the school year by the campuses.
	4. Report of completed physical exam performed within the past 12 months (form is available from the School of Nursing offices).
	5. Documentation of the completion of the **required** immunizations (part of the physical exam report).
	6. Documentation of properly completed Mantoux two-step tuberculosis test and completion of any follow-up recommendations (part of the physical exam report)
	7. Report of FBI **and** BCI background checks --- guidelines on how to obtain a background check will be provided by the School of Nursing offices.
	8. Minimum overall grade point average of 2.75

***Note:*** *If any of these items are missing, the file will not be reviewed.*

1. Criteria the selection committee will consider for selecting individuals for the BSN major:
	1. Cumulative grade point average across all college coursework.
	2. Grade point average across the required nine (9) prerequisite courses.
	3. Scores on the HESI A2 pre-nursing exam.
	4. Clearance on FBI and BCI background checks completed in the past year.
	5. Service and work experience within the past three years.
	6. Completion of all application materials as instructed by the School of Nursing.

Properly completed application files that meet the established requirements will be reviewed by a School of Nursing selection committee during Spring Semester. Final selection will occur after Spring Semester grades are released and students will be notified of the committee’s decision as soon as all grades have been verified. Selected students will start the BSN program at the start of the upcoming Fall Semester.

This information is subject to change. Please contact the School of Nursing (740-593-4494) for updates to these requirements.

Last updated September 2017

Admin/BSN Traditional/Admission to BS1221/2014 Revised General Information Flyer

**Traditional Baccalaureate Program Plan of Study**

**Year 1**

|  |  |
| --- | --- |
| **Semester 1 Credits** | **Semester 2 Credits** |
| BIOS 1300,Principles Human A&P I 4  | BIOS 1310, Principles Human A&P II 4  |
| ENGL 1510,Writing & Rhetoric I 3  | COMS 1010, Fund Human Communication 3  |
| PSY 1010, General Psychology 3  | SOC 1000, Intro to Sociology 3  |
| **NRSE 1111, Clinical Judgment I 2\* OR NRSE 1111, Clinical Judgment I 2\***  |
| CHEM 1205 Survey of Chemistry of Health 5 Sciences (4) **AND**Chem 1205L, Survey of Chemistry of Health Sciences Lab (1) | Elective 3 |
| ***Total Credits 15/17\**** | ***Total Credits 13/15\****  |

 **\****Students may take NRSE 1111 in fall* ***OR*** *spring semester.*

**Year 2**

|  |  |  |  |
| --- | --- | --- | --- |
| **Semester 3 Credits** | **Lecture** | **Lab cr/ck hr** | **Clinical cr/ck hr** |
| **NRSE 2111, Clinical Judgment II 2** | **2** |  |  |
| **NRSE 2121, Pathophysiology 3** | **3** |  |  |
| **NRSE 2231, Health Assessment 3** | **2** | **1 (42)** |  |
| BIOS 2210, Microbes & Humans 3 | 3 |  |  |
| BIOS 2225, Microbes & Humans Lab 2 |  | 2 |  |
| **OR** BIOS 2010 Elementary Microbiology 3 | 3 |  |  |
| PSY 2410, Child & Adolescent Psych **OR** EDEC 1600 Intro to Child Development 3 | 3 |  |  |
| ***Total Credits 14/16*** |  |  |  |
| **Semester 4 Credits** | **Lecture** | **Lab cr/ck hr** | **Clinical cr/ck hr** |
| **NRSE 2211, Clinical Judgment III 2**  | **2** |  |  |
| **NRSE 2221, Foundations Nsg Practice 5** | **3** | **.75 (31.5)** | **1.25 (52.5)** |
| **NRSE 2241 Pharmacology in Nursing 4** | **4** |  |  |
| PSY 1110, Elementary Statistical Reasoning 3  | 3 |  |  |
| NUTR 1000, Nutrition 3 | 3 |  |  |
| ***Total Credits 17*** |  |  |  |

**Year 3**

|  |  |  |  |
| --- | --- | --- | --- |
| **Semester 5 Credits** | **Lecture** | **Lab cr/ck hr** | **Clinical cr/ck hr** |
| **NRSE 3111, Clinical Judgment IV 1** | **1** |  |  |
| **NRSE 3251, Evidence Based Nsg Practice 3** | **3** |  |  |
| **NRSE 3131, Nsg Care of Adults 1 8** | **5** | **.5 (21)** | **2.5 (105)** |
| Gen Ed Tier II (2F) 3 |  |  |  |
| ***Total Credits 15*** |  |  |  |
| **Semester 6 Credits** | **Lecture** | **Lab cr/ck hr** | **Clinical cr/ck hr** |
| **NRSE 3211, Clinical Judgment V 1** | **1** |  |  |
| **NRSE 3231, Nsg Care of Adults II 8** | **5** | **.40 (16.8)** | **2.6 (109.2)** |
| **NRSE 3141, Mental Health Nursing 4** | **3** |  | **1 (42)** |
| Gen Ed Tier I Junior composition 3  |  |  |  |
| Gen Ed Tier II (2C) \* IHS 2220 3 |  |  |  |
| ***Total Credits 19*** |  |  |  |

\*IHS 2220, Cultural Competency in Interprofessional Healthcare. CHSP requires an IHS course. The School of Nursing recommends IHS 2220 to meet Cross Cultural, Tier II Gen Ed requirement.

**Year 4**

|  |  |  |  |
| --- | --- | --- | --- |
| **Semester 7 Credits** | **Lecture** | **Lab cr/ck hr** | **Clinical cr/ck hr** |
| **NRSE 4121, Management & Leadership Nsg 2** | **2** |  |  |
| **NRSE 4141 Nsg Care Child & Families 6**  |  **4** | **0.2 (8.4)** | **1.8 (75.6)** |
| **NRSE 4151, Nsg Populations: Family/Comm 4** | **3** |  | **1 (42)** |
| ***Total Credits 12*** |  |  |  |
| **Semester 8 Credits** | **Lecture** | **Lab cr/ck hr** | **Clinical cr/ck hr** |
| **NRSE 4211, Clinical Judgment VI 2**  | **2** |  |  |
| **NRSE 4401, Professional Practice in Nsg 8**  | **3.5** | **0.5 (21)** | **4 (168)** |
| **NRSE 4600, Nsg Excellence (Tier III equiv) 3** |  |  |  |
|  |  |  |  |
| ***Total Credits 13*** |  |  |  |

##### Student File Checklist for BSN Selection Process

FOR STUDENT REFERENCE ONLY

1. Completed application to the BSN (BS 1221) major

available from the Nursing office (Bennett Hall, Room 129)

2. Completed Health History Form with medical history and signed physical exam that was completed within the past 12 months.

available from the Nursing office (Bennett Hall, Room 129)

3. Documentation of the completion of required immunizations (list attached to Health History form).

MMR (Mumps, Measles & Rubella)

* Two doses of M M R: Date\_\_\_\_\_ Date \_

Tetanus, diphtheria, pertussis (need both Dtap (childhood series) and Tdap ("adult dose")

* Dtap of childhood series
* Tdap (adult dose obtained within the last O years) \_

Varicella (Chicken pox)

* Two doses of Varicella, Date Date \_ or
* Positive history of disease (must sign form prior to clinical placement)

Polio

* Dates of childhood series

 Drug Screen 18 panel Drug Screen

4. Documentation of the completion of recommended immunizations or a signed waiver of responsibility prior to clinical placement.

Hepatitis B (Strongly recommended for health careworkers, if you choose not to obtain must sign waiver)

* Dose one Dose two Dose three \_

Meningococcal (If you choose not to obtain must sign waiver.)

* Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Documented results of a TB (Tuberculosis) Mantoux two-step test. (This test takes 2 weeks)

Step One ("stick") Date Step One Read Date (1-3 days after pt "stick")

Step Two ("stick") Date

Step Two Read Date (1-3 days after 2nd "stick")

6. BCI and FBI criminal background checks completed within the past 12 months. This can be done on the Ohio University-Chillicothe campus in the School of Nursing office (Payments made in Registration office.)

7. HESI A-2 Exam successfully completed with a minimum score of 75% Cumulative score and a 75% in the English Language Comp section and a 75% in the Math section.

1. Submit Career Goals Essay – 1 typed page.

**HESI A2** Instructions

1.Go to **Student Services** and ask for the **HESI A2 code: Version 1**

1. It will cost approximately $40 (subject to change)
2. You should then contact the **Testing Center** (located upstairs in the **Hilltopper Advising Center**) and schedule a day/time to test.

## Note: Please give yourself 3-4 hours to complete the test. You can test ONE time per selection period.

**When can you test?**

## Selection deadline for the ADN program is October 1st

* Selection deadline for the **BSN** program is February 15th
* Selection deadline for the **LPN-RN** program is January 2nd

If you have questions please email Jeremiah Triplett, Nursing Academic Advisor, at: triplej1@ohio.edu

GOOD LUCK!!

**HESI A2 Sections**

Reading Comprehension Conclusion

Implications

Meaning-Word use

Understanding ***Total***

Grammar **75%**

Vocabulary Biology Chemistry

***Math***

75% in the Math section 75% in the English section 75% total score

* + You will take the science section, but it will only be calculated into the total score

**HESI A2 Study Options**

# Book, "Admission Assessment Exam Review" Elsevier

1. Phone Apps; Type HESI A2 in your app store. There are several to choose from. Here are a couple examples:

 Ex. *"Pocket Prepn*

 Ex. *"HES/ PREPn*

# Facebook/Quizlet

1. YouTube

 htt p s://www.yout u be .com /watch ?v=i8ugKxdsCrO Math

 h tt ps ://www.you t u be .com /watch ?v=h ufgwcl Hsi E Math

# Google search- Think outside the box

1. A couple helpful websites:

 htt p://www.hesia 2practicetest.com /

 http://www.test-guide .com/free-hesi-a2-practice-tests .html

# Khan academy https://www.kha nacademy .org/

**Fee Descriptions**

Tuition-Related Fees

**Instructional Fee:** This required fee covers costs associated with instruction and is a component of tuition.

**General Fee:** The general fee is a required component of tuition, and it provides funding for non-instructional student services. The fee is charged to every student who is enrolled in at least one class. The services and activities supported by the fee promote students' emotional and physical well-being, as well as their cultural and social development outside the classroom.

**Non-Resident Surcharge:** This required fee applies to all students who do not qualify for Ohio residency. It is used to fund those instructional costs the state pays for on behalf of qualifying Ohio residents.

**Program Fee:** The program fee is a required component of tuition. This fee is program-specific, and it provides funding for educational components of the program. Consult with the program director for additional information. Refer to the Off Campus Graduate Programs tuition schedule for a list of programs that require a program fee.

**Specialized Services and Materials Fee:** This required fee is program-specific, and it provides funding for specialized materials and services. This fee does not cover the cost of textbooks or basic educational supplies. Consult with the program director for additional information. Refer to the Off Campus Graduate Programs tuition schedule for a list of programs that require a specialized services and materials fee.

**Technology Fee:** This required fee is based on the student's college. This fee supports instructional technology used in student labs and classrooms.

**Student Info System/Network Fee:** This required fee applies to all undergraduate, graduate, and professional students in all programs. The Information System and Network fee is used to fund improved access to and assistance with information technology.

**EXPENSES**

It is advisable to keep all nursing books since they are utilized throughout the entire nursing program. Required textbooks are most definitely needed and you must purchase them. Optional textbooks are there to assist your learning; you may or may not choose to purchase these. Book bundles can be up to $700. They need to be bought as soon as they are available for purchase in the OUC Bookstore. You may be required to buy additional books that are not included in your book bundle. This will be decided upon by your individual professors.

Each semester, all students are required to utilize computerized exams and remediation. The cost for each exam will be billed as part of your tuition. Further information regarding testing will be discussed during your first day of classes/orientation.

Uniforms from Scrubs Central - $65 (approximate)

Pocket Nurse Tote - $100.00 (approximate – details will be emailed)

When you reach the end of the program, expenses for graduation, licensure, NCLEX exam, pinning, etc. will occur. You will need to plan ahead for these expenses. Expenses at this time could amount to $500.00.

It is your responsibility to keep your health documents up to date (seasonal flu, yearly 1 step TB skin test after initial 2 step, and insurance and CPR if it expires during the year).

**PLEASE NOTE: Computerized remediation and exams, etc. are nonrefundable.**

**Should you need to return textbooks, you will need to familiarize yourself with the book return policy of the OUC Bookstore.**