

WELCOME
TO THE
GRADUATE
POST BSN-MSN-DNP
& DNP
PROGRAMS

Welcome Packet



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INTRODUCTION

Welcome to the WP Graduate Nursing Programs

The Doctor of Nursing Practice (DNP) is a practice doctorate that prepares advanced practice nurses to be clinical scholars and thought leaders. The DNP program will prepare nurses with knowledge and skills to deliver the highest standard of care for individuals, families, communities and work in interdisciplinary teams in today's complex healthcare system. The Doctor of Nursing Practice Program is accredited by the Commission on Collegiate Nursing Education ([CCNE](#)) 655 K Street NW, Suite 750, Washington, DC 20001, Telephone (202) 887-6791, until June 30, 2030.

The Masters of Science degree in Nursing (MSN) prepares students to function as advanced practice nurses (adult or family nurse practitioners), educators or administrators. Through coursework and clinical practice, the individual develops expertise in advanced health nursing care, leadership and research skills. The Master's Degree in Nursing is accredited by the Commission on Collegiate Nursing Education ([CCNE](#)) 655 K Street NW, Suite 750, Washington, DC 20001, Telephone (202) 887-6791, until June 30, 2030.

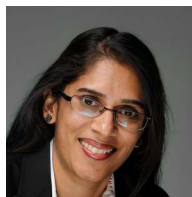
I. CONTACTS

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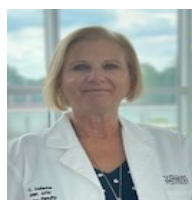
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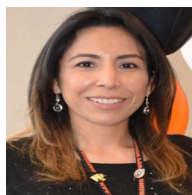


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2. STUDENT REGISTRATION

Register for courses by going to <http://www.wpunj.edu> > WPCONNECT-log-in-*Student* (Tab)-
My Registration-Add/Drop Courses

View your advisement, courses, tuition, transcript, etc.

- **What is a pin #?**

The alternate pin # is your six-digit birthdate **MM/DD/YY**

- **When are courses available?**

The on-campus program offers courses in **spring, fall, and summer** semesters. (theory and clinical).
The WP Online program offers courses every 7 weeks. Click on link to **Look up course offerings**.

- **What hours are the courses available?**

All graduate nursing courses are offered during the **evenings** Monday through Thursday beginning at 5pm. Most of the courses are face to face or hybrid and a few fully online. The WP Online program is fully online except for the practicums, which are in an outpatient clinical setting.

- **What courses do I begin with?**

DNP students NUR **7300** *Scientific Foundation for Nursing*, and/ NUR **7320**- *Information Systems Management*.

BSN-MSN-DNP students NUR **5001** *Theoretical Foundations*, and/ NUR **5461**- *Adv.*

Pathophysiology. If you can only enroll in one course, register for NUR 5001 where an orientation and other resources are discussed as you move forward in your graduate studies.

- **When can I register?**

Registration timetables (Click on semester tab)

- **How to change my MSN program concentration** (Track: AGNP, FNP, ADT, EDT)?

Fill out **form** and send to jenningsj3@wpunj.edu

- **How do I know I am cleared for a clinical course?**

If, **all** preceptor documentation is confirmed and completed. Log onto Exxat and check to see if all documents that needed to be uploaded have been approved.

- **How do I check my clinical health clearance?**

Log onto Exxat and check the status of the documents uploaded. You will see pending review, approved, and not approved. Exxat will provide comments if documents are pending and/or not approved.

3. TRANSFER CREDIT POLICY

A **maximum** of up to 49% **credits** from other institutions may be credited toward a master's degree program provided that:

- 1) Student applies for transfer credit at the time of matriculation
- 2) Work was taken in graduate courses for graduate credit
- 3) Work was taken within the last six years
- 4) Grade received was B or better
- 5) Work does not duplicate any work, graduate or undergraduate, for which credit was previously given
- 6) Work was not applied toward an academic degree at any other institution
- 7) Work was taken at an accredited college or university; and
- 8) Work is applicable to the student's program.

A current matriculated William Paterson University student may, in some instances, be allowed to take courses off-campus at other institutions as a visiting student and transfer the credit to William Paterson University. The student must receive permission from the dean of the college and/or the department chairperson of his/her program of study prior to course registration. These credits are allowed as transfer credit; provisions two through six as stated above remain applicable in such instances.

[Transfer of grad credits form](#)

4. **DOCTOR OF NURSING PRACTICE**

The Doctor of Nursing Practice (DNP) is a practice doctorate that prepares advanced practice nurses to be clinical scholars and thought leaders. The DNP program will prepare nurses with knowledge and skills to deliver the highest standard of care for individuals, families, communities and work in interdisciplinary teams in today's complex healthcare system. The Doctor of Nursing Practice Program is accredited by the Commission on Collegiate Nursing Education (CCNE) 655 K Street NW, Suite 750, Washington, DC 20001, Telephone (202) 887-6791, until June 30, 2030.

The Post Masters DNP curriculum includes 41 credit hours that can be completed in seven semesters (two courses per semester). Course work includes: utilizing technology to advance the quality of care; evaluating health care policy; providing leadership and inter-professional collaboration in multiple health care settings; and evaluating systems responses to health and illness, along with knowledge of nursing theories, related sciences, humanities and economics. Students must also complete a minimum of 1,000 supervised post Baccalaureate practice hours.

Upon successful completion of the DNP, graduates will be able to:

- Provide advanced nursing care to individuals, families, communities, and clinical populations
- Appraise and utilize current technologies to advance the quality and accessibility of care
- Critique and selectively translate science to guide clinical decision-making and program development
- Evaluate and influence health care policy and systems
- Provide leadership and inter-professional collaboration in multiple health care arenas
- Evaluate systems responses to health and illness as a basis for the promotion, restoration, and maintenance of health and functional abilities and the prevention of illness
- Integrate advanced knowledge of nursing theories, related sciences and humanities, and methods or inquiry
- Initiate changes in the healthcare system through the design and implementation of health-related projects that strengthen the outcomes in the healthcare delivery system

Doctor of Nursing Practice Required Courses

Required Credits: 35

- [NUR 6600 Graduate Statistics](#) **Credits: 3.0**
- [NUR 7100 Applied Biostatistics](#) **Credits: 3.0**
- [NUR 7300 Scientific Foundations for Nursing](#) **Credits: 3.0**
- [NUR 7320 Information Systems Management](#) **Credits: 3.0**
- [NUR 7340 Health Policy](#) **Credits: 3.0**
- [NUR 7360 Clinical Health Promotion and Disease Prevention in Advanced Practice Nursing](#) **Credits: 3.0**
- [NUR 7380 Leadership And Collaboration](#) **Credits: 3.0**
- [NUR 7400 Evidence-Based and Translational Methods of Nursing Knowledge and Practice](#) **Credits: 3.0**
- [NUR 8300 Doctor of Nursing Project I](#) **Credits: 2.0**
- [NUR 8301 Doctor of Nursing Practice Project Advisement I](#) **Credits: 1.0**
- [NUR 8310 Doctor of Nursing Project II](#) **Credits: 2.0**
- [NUR 8311 Doctor of Nursing Practice Project Advisement II](#) **Credits: 1.0**
- [NUR 8350 Doctor of Nursing Practice Practicum I](#) **Credits: 2.0** (clinical course- 90 hours)
- [NUR 8351 Doctor of Nursing Practice Practicum II](#) **Credits: 2.0** (clinical course- 90 hours)
- [NUR 8360 Doctor of Nursing Practice Practicum III](#) **Credits: 2.0** (clinical course- 90 hours)
- [NUR 8361 Doctor of Nursing Practice Practicum IV](#) **Credits: 2.0** (clinical course- 90 hours)

Total Credits: 38

Please review [student handbook](#) for more information.

5. **DOCTOR OF NURSING PRACTICE CURRICULUM**

6. **BSN-MSN-DNP**

In this program, nurses with a BSN are provided with a path to seamlessly obtain both their MSN and DNP degree. After applying to the program, the nursing student would complete the courses required for the MSN degree in one of two tracks: 1) adult-gerontology nurse practitioner in primary care (**AGNP**) or 2) Family nurse practitioner (**FNP**) and will then be eligible for the nurse practitioner national certification examinations. The MSN curriculum includes two DNP courses. Upon completion of the MSN, the student is admitted seamlessly into the DNP program, which prepares nurses with the highest level of scientific knowledge and practice expertise to assure the best quality of care and provide positive patient outcomes.

The **adult gerontology nurse practitioner (AGNP)** track consists of 39 credits in the MSN and 32 credits in the DNP for a total of **71 credits**. This can be completed as a **full-time** or **part-time** student. To provide flexibility for working nurses, the program includes two courses per semester where one is fully online and other is hybrid. Upon completion of the theory and practicum course requirements, you would be eligible to apply for the Adult Gerontology Nurse Practitioner in Primary Care Certification examination by American Association of Nurse Practitioner (**AANP**) or American Nurses Credentialing Center (**ANCC**).

The **family nurse practitioner (FNP)** track consists of 47 credits in the MSN and 32 credits in the DNP for a total of **79 credits**. This can be completed as a **full-time** or **part-time** student. To provide flexibility for working nurses, the program includes two courses per semester where one is fully online and other is hybrid. FNPs provide comprehensive primary health care services to individuals from infancy through adulthood. FNPs are prepared to provide care to individuals with acute and chronic illnesses. Preventive health services, patient education, disease management, and illness prevention are provided within the context of family and community. Upon completion of the theory and practicum course requirements, you would be eligible to apply for the Family Nurse Practitioner Certification examination by American Association of Nurse Practitioner (**AANP**) or American Nurses Credentialing Center (**ANCC**).

- For both tracks (**AGNP & FNP**) the pre-requisite courses for NUR 6041 clinical practicum include completion of the graduate core, **3 P's** (6001-**adv. health assessment**, 5461-**adv. Patho**, 6011-**adv. Pharm**) and at least one of the advanced nursing specialization courses.
- In addition to the supervised clinical hours, a 2 ½ hour seminar (face to face/online/hybrid) will be held bi-weekly during the semester

7. BSN-MSN-DNP (AGNP IN PRIMARY CARE TRACK CURRICULUM)

Total Required Credits: 71 Credits

Core Cores: 21 Credits

- NUR 7300 Scientific Foundations **Credits: 3**
- NUR 5081 The Role of the APN **Credits: 3**
- NUR 5461 Advanced Pathophysiology **Credits: 3**
- NUR 7340 Health Policy **Credits: 3**
- NUR 6001 Advanced Health Assessment **Credits: 3**
- NUR 6011 Advanced Pharmacology **Credits: 3**
- NUR 6021 Nursing Research Strategies **Credits: 3**

APRN Core Courses: 18 Credits

- NUR 6041 Advanced Nursing Practicum I **Credits: 4** (170 clinical hours)
- NUR 6111 Advanced Practice Nursing I **Credits: 3**
- NUR 6121 Advanced Practice Nursing II **Credits: 3**
- NUR 7011 Advanced Nursing Practicum II **Credits: 4** (170 clinical hours)
- NUR 7252 Advanced Nursing Role Practicum IV **Credits: 4** (170 clinical hours)

Doctor of Nursing Practice Courses: 32 Credits

- NUR 7360 Clinical Health Promotion **Credits: 3**
- NUR 7380 Leadership and Collaboration **Credits: 3**
- NUR 7320 Informatics **Credits: 3**
- NUR 6600 Graduate Statistics **Credits: 3**
- NUR 7400 Translation Research **Credits: 3**
- NUR 7100 Bio Statistics **Credits: 3**
- NUR 8300 Doctor of Nursing Practice Project I **Credits: 2**
- NUR 8301 Doctor of Nursing Practice Project Advisement I **Credits: 1**
- NUR 8310 Doctor of Nursing Practice Project II **Credits: 2**
- NUR 8311 Doctor of Nursing Practice Project Advisement II **Credits: 1**
- NUR 8350 Doctor of Nursing Practice Practicum I **Credits: 2** (90 clinical hours)
- NUR 8351 Doctor of Nursing Practice Practicum II **Credits: 2** (90 clinical hours)
- NUR 8360 Doctor of Nursing Practice Practicum III **Credits: 2** (90 clinical hours)
- NUR 8361 Doctor of Nursing Practice Practicum IV **Credits: 2** (90 clinical hours)

Must complete 1000 supervised clinical hours

Please review [MSN student handbook](#) and [DNP student handbook](#) for more information.

8. BSN-MSN-DNP (FNP TRACK CURRICULUM)

Total Required Credits: 79 Credits

Core Cores: 21 Credits

- NUR 7300 Scientific Foundations **Credits: 3**
- NUR 5081 The Role of the APN **Credits: 3**
- NUR 5461 Advanced Pathophysiology **Credits: 3**
- NUR 7340 Health Policy **Credits: 3**
- NUR 6001 Advanced Health Assessment **Credits: 3**
- NUR 6011 Advanced Pharmacology **Credits: 3**
- NUR 6021 Nursing Research Strategies **Credits: 3**

APRN Core Courses: 26 Credits

- NUR 6041 Advanced Nursing Practicum I **Credits: 4** (170 clinical hours)
- NUR 6111 Advanced Practice Nursing I **Credits: 3**
- NUR 6121 Advanced Practice Nursing II **Credits: 3**
- NUR 6130 Advanced Practice Nursing III **Credits: 3**
- NUR 6210 Advanced Health Assessment of the Pediatric and Childbearing Client **Credits: 1**
- NUR 7011 Advanced Nursing Practicum II **Credits: 4** (170 clinical hours)
- NUR 7070 Advanced Nursing Practicum III **Credits: 4** (170 clinical hours)
- NUR 7252 Advanced Nursing Role Practicum IV **Credits: 4** (170 clinical hours)

Doctor of Nursing Practice Courses: 32 Credits

- NUR 7360 Clinical Health Promotion **Credits: 3**
- NUR 7380 Leadership and Collaboration **Credits: 3**
- NUR 7320 Informatics **Credits: 3**
- NUR 6600 Graduate Statistics **Credits: 3**
- NUR 7400 Translation Research **Credits: 3**
- NUR 7100 Bio Statistics **Credits: 3**
- NUR 8300 Doctor of Nursing Practice Project I **Credits: 2**
- NUR 8301 Doctor of Nursing Practice Project Advisement I **Credits: 1**
- NUR 8310 Doctor of Nursing Practice Project II **Credits: 2**
- NUR 8311 Doctor of Nursing Practice Project Advisement II **Credits: 1**
- NUR 8350 Doctor of Nursing Practice Practicum I **Credits: 2** (90 clinical hours)
- NUR 8351 Doctor of Nursing Practice Practicum II **Credits: 2** (90 clinical hours)
- NUR 8360 Doctor of Nursing Practice Practicum III **Credits: 2** (90 clinical hours)
- NUR 8361 Doctor of Nursing Practice Practicum IV **Credits: 2** (90 clinical hours)

Must complete 1000 supervised clinical hours

Please review [MSN student handbook](#) and [DNP student handbook](#) for more information.

9. POST MASTER'S BSN-MSN-DNP DEGREE PLAN

Post BSN-MSN-DNP Adult Gerontology Nurse Practitioner Tract			Post BSN-MSN-DNP Family Nurse Practitioner Tract		
Fall semester start - Cohort Degree Plan			Fall semester start - Cohort Degree Plan		
Year 1	Course #1	Course #2	Year 1	Course #1	Course #2
Fall	NUR 7300 Scientific Foundations for Nursing CR3	NUR 5461 Advanced Pathophysiology CR3	Fall	NUR 7300 Scientific Foundations for Nursing CR3	NUR 5461 Advanced Pathophysiology CR3
Spring	NUR 6001 Advanced Health Assessment of the Adult Client CR3	NUR 5081 The Role of the APN CR3	Spring	NUR 6001 Advanced Health Assessment of the Adult Client CR3	NUR 5081 The Role of the APN CR3
Summer	NUR 6011 Advanced Pharmacology CR3	NUR 7340 Health Policy CR3	Summer	NUR 6011 Advanced Pharmacology CR3	NUR 7340 Health Policy CR3
Year 2	Course #1	Course #2	Year 2	Course #1	Course #2
Fall	NUR 6111 Advanced Practice Nursing I CR3	NUR 6021 Nursing Research Strategies CR3	Fall	NUR 6111 Advanced Practice Nursing I CR3	NUR 6021 Nursing Research Strategies CR3
Spring	NUR 6121 Advanced Practice Nursing II CR3	NUR 6041 Advanced Nursing Practicum I CR4	Spring	NUR 6121 Advanced Practice Nursing II CR3	NUR 6041 Advanced Nursing Practicum I CR4
Summer	NUR 7011 Advanced Nursing Practicum II CR4		Summer	NUR 6130 Advanced Practice Nursing III CR3	NUR 6210 Advanced Health Assessment of the Pediatric and Childbearing Client CR1 NUR 7011 Advanced Nursing Practicum II CR4
Year 3	Course #1	Course #2	Year 3	Course #1	Course #2
Fall	NUR 7252 Advanced Nursing Role Practicum for AGNP CR4		Fall	NUR 7070 Advanced Nursing Practicum III CR4	
Spring	**Advised to take review course for AGPCNP Certification Exam**		Spring	NUR 7253 Advanced Nursing Role Practicum for FNP CR4	
Summer	Complete MSN-AGPCNP Program and take AGPCNP Certification Exam		Summer	Complete MSN-FNP Program and take FNP Certification Exam **Recommend taking review course prior to exam**	
Year 4	Course #1	Course #2	Year 4	Course #1	Course #2
Fall	NUR 7320 Information Systems Management CR3		Fall	NUR 7320 Information Systems Management CR3	
Spring	NUR 7380 Leadership and Collaboration CR3	NUR 7360 Clinical Health Promotion CR3	Spring	NUR 7380 Leadership and Collaboration CR3	NUR 7360 Clinical Health Promotion CR3
Summer	NUR 6600 Graduate Statistics CR3		Summer	NUR 6600 Graduate Statistics CR3	
Year 5	Course #1	Course #2	Year 5	Course #1	Course #2
Fall	NUR 7100 Applied Biostatistics CR3	NUR 7400 Evidence Based & Translational Methods Research CR3	Fall	NUR 7100 Applied Biostatistics CR3	NUR 7400 Evidence Based & Translational Methods Research CR3
Spring	NUR 8300 DNP Project I CR2	NUR 8301 DNP Project I CR1	Spring	NUR 8300 DNP Project I CR2	NUR 8301 DNP Project I CR1
Summer	NUR 8350 DNP Practicum I CR2	NUR 8351 DNP Practicum II CR2	Summer	NUR 8350 DNP Practicum I CR2	NUR 8351 DNP Practicum II CR2
Year 6	Course #1	Course #2	Year 6	Course #1	Course #2
Fall	NUR 8310 DNP Project II CR2 NUR 8360 DNP Practicum III CR2	NUR 8311 DNP Project Advisement II CR1 NUR 8361 DNP Practicum IV CR2	Fall	NUR 8310 DNP Project II CR2 NUR 8360 DNP Practicum III CR2	NUR 8311 DNP Project Advisement II CR1 NUR 8361 DNP Practicum IV CR2

10. CLINICAL PRECEPTOR INFORMATION

- 1) Student must be authorized by their advisor to take a clinical course
- 2) Student must be **registered** for a clinical course (**MSN**: NUR **6041**, NUR **7011**, NUR **7070**, NUR **7252**, **7253**, **7254**, **7255**, **DNP**: NUR **8350**, NUR **8351**, NUR **8360**, NUR **8361**)
- 3) Fill out **MSN Student** and **Preceptor Information Request forms**.
DNP Preceptor Information Request forms complete on Exxat. *Deadlines for both (MSN & DNP):*
Fall Semester – Aug 1, Spring Semester – Jan 2, Summer Semester – April 30
All preceptors need to submit their cv/resume. The student needs to upload a copy in Exxat. For **MSN student**, make sure **NP preceptor** includes their **certification and expiration date** for AANC or AANP on their cv/resume or **provide a copy of their certification**. If this is not provided, the request will not be approved until appropriate information is uploaded in Exxat.
- 4) The coordinators will review and approve/deny submissions. The student will be notified through Exxat when requests are approved/denied or if further information is required
- 5) Student must fulfill **health clearance requirements (student compliance)** in Exxat by due date listed for each semester, listed on Graduate Nursing website under clinical track forms.
All clinical clearance documentation requirements are due 14 days prior to the start of the clinical course. *If a student is not cleared 7 days prior to the start of the first day of their clinical course, they will be administratively dropped without warning. NO EXCEPTIONS
- 6) Fill out **initial health clearance** form or **re-clearance health form on Exxat**. *Physicals must be completed annually*
- 7) MSN & DNP student must complete **background check** with **Universal (on Exxat)**. *Background checks must be completed annually. Rechecks are only done when the initial check is going to expire or has expired. Anyone who lives in New York State or who has lived in New York State in the last 7 years must complete a New York background check in addition to the one in New Jersey*
- 8) MSN & DNP student must complete **urine/drug screening** with **Universal (on Exxat)**. *Urine/drug screening must be completed annually.*
- 9) How do I obtain a preceptor? (MSN and DNP students)
Students must obtain a preceptor on their own. They can seek out sites and/or practices with an NP or MD. **Tips for finding a preceptor**

MSN - NP students: A minimum of at least **one** clinical practicum must be precepted by a **Nurse Practitioner (MSN NUR 7252 & 7253 MUST be with an NP preceptor)**.

NP students DO NOT CHOOSE: A specialty focused practice, such as: hematology, oncology, surgery, respiratory health, etc. These practices do not provide the diversity of young adult, adult and older adult health problems required for certification. Emergency Departments are not appropriate for practicums.

Clinical Requirements for MSN - NP Students

- Collecting patient histories and performing physical examinations on young adults, adults and older adults; (NUR 7070 – pediatrics and childbearing women).
- Identifying normal vs. abnormal findings in these populations.
- Recognizing and identifying common health problems of young adults, adults and older adults; (NUR 7070 – pediatrics and childbearing women); that can be of an acute, transient nature and chronic health problems)
- Developing and implementing management plans that include appropriate diagnostics and proposed treatment approaches.
- Prioritizing, organizing, managing and evaluating patient's health care.
- Settings where young adults, adults and older adults, (NUR 7070 (MSN students) – pediatrics and childbearing women) receive health care are therefore an essential part of selecting a site. Your first site (NUR 6041- MSN students) would ideally emphasize enough history and physical exams to establish confidence. Helpful settings might include Employee Health Services, Assisted Living Facilities, Nursing Homes, or Occupational Health departments in businesses or institutions.
- Consider settings that offer guaranteed opportunities to practice with young adult, adult and older adult clients, (NUR 7070 – pediatric and childbearing women); and within that category, these patients/clients should be represented: male and female patients with common health problems (acute and chronic), female patients with female specific health issues (GYN/GU). Settings might include: Internal Medicine Offices, Outpatient Medical Clinics, etc.; (NUR 7070 – pediatrician offices/clinics, Obstetric offices/clinics, etc.).
- **White lab coats** are required for all MSN & DNP students in clinical practica. Contact Flynn O'Hara. You want the **WPU logo** on the lab coat and for the name badge **WPUNJ NURSE PRACTITIONER STUDENT** for AGNP/FNP tracks or **WPUNJ ADM STUDENT or WPUNJ EDU STUDENT** for ADT/EDT tracks. For DNP students, select **WPUNJ DNP STUDENT**. Takes 4 weeks to receive order.

This is the site specific to WPU students to order: **Lab coats:** <http://www.flynnohara.com/school/nj196>

Name badge should state **first** and **last name:** <https://wpunjgrad.lonestarbadge.com>

Robert Rose, Business Development
10905 Dutton Road
Philadelphia, PA 19154
Work: 1-800-441-4122 x 8108
Cell: 215-287-3722
www.flynnohara.com

Welcome Packet

Guidelines for DNP Clinical Practicum in the DNP Program

The DNP Practicum courses (NUR 8350, 8351, 8360, 8361) will serve to provide an in-depth advanced clinical experience for students. A total of 360 clinical hours are earned in these courses. This advanced practicum will provide the opportunity to gain advanced clinical skills, link policy making with clinical systems, translate research into practice and/or serve as change agents for health care. The student will show achievement of comprehension and application of the eight AACN DNP Essentials (2021). Completion of the minimum 1,000 supervised clinical practice hours is mandated by the American Association of Colleges of Nursing. A variety of clinical experiences can be obtained. Time spent and clinical mentor/preceptor/agency objectives related to the DNP essentials.

All DNP students at William Paterson University will complete at least 1,000 precepted clinical hours post-BSN. Clinical hours earned in your master's program will be taken into consideration upon admission. (If you earned a MSN in nursing education, the number of clinical hours cannot be counted toward the 1,000 hours).

Calculation of Clinical Hours: Each student must submit official documentation of the number of precepted clinical hours completed in the MSN or post MSN program.

1. Independent related clinical hours:

Several of the courses have optional clinical hours as part of their course (NUR 7320, 7300, 7340, 7360, and 7380) related to the DNP Essentials, e.g. attendance at scholarly conferences, for these clinical experiences students must have prior approval and submit the practice experience self-reflection to either the professor in the course or the student's DNP coordinator. The practice experience self-reflection can be found on page 74. The experience must also be logged in the student's clinical hour log.

2. All students who enroll in the clinical course (NUR 8350, 8351, 8360, 8361) must have an approved clinical preceptor and are required to complete the Clinical Documentation Checklist prior to the beginning of their clinical experiences. Additional health requirements may be required depending upon the health care setting and/or agency. It is the student's responsibility to find out these requirements e.g. HIPAA, agency orientations, etc. prior to beginning the clinical courses.

See [DNP student handbook](#) for more information.

II. CLINICAL FORMS

MSN Forms

- COVID: Assumption of Risk Form
- Clinical Site Evaluation Form
- Clinical Evaluation of Preceptor by Student
- Clinical Student Request & Authorization to Release and/or Info.
- Drug Screening and Testing
- Grad Nursing Clinical Checklist
- Initial Health Clinical Clearance Form
- Re-Clearance Health Form
- Student-Preceptor Information Request Form

Please review **MSN student handbook** for more information. All forms are on Exxat and online:
<https://www.wpunj.edu/cosh/departments/nursing/graduate-programs/clinical/clinical-forms/>

DNP Forms

- **COVID**: Assumption of Risk Form
- DNP Student & Preceptor Information Request Forms
- DNP Employer Acknowledgement Form
- DNP Clinical Documentation Checklist
- Clinical Student Request & Authorization to Release and/or Info.
- Initial Health Clinical Clearance Form
- Drug Screening and Testing
- Re-Clearance Clinical Clearance Form
- DNP Clinical End Evaluation of Preceptor by student
- DNP Clinical Evaluation Form of the Clinical Site

Please review **DNP student handbook** for more information. All forms are on Exxat and online:
<https://www.wpunj.edu/cosh/departments/nursing/dnp-info/index.html>

12. RESOURCES

Accessibility Resource Center (ARC)

(Formerly the Office of Disability)- the Mission of the ARC is to assist students with documented disabilities by providing reasonable accommodations and services that ensures equal access to all programs, activities, and related benefits of the University's educational and professional programs link <https://www.wpunj.edu/accessibilityresourcecenter/> Or phone 973- 720-2853.

Academic Success Center

Raubinger Hall Lower Level, offers tutoring in a variety of general education courses. Students in the Master's program utilize the faculty tutors for increasing understanding statistics. <http://www.wpunj.edu/academics/asc/> or phone (973)-720-2563/3324.

Educational Support Program

The Educational Support Program (ESP) has been an established part of the Graduate Program in the Department of Nursing since 1999. The program is coordinated by a mastered prepared nurse primarily to assist students by offering academic writing assistance to support graduate nursing students toward the successful completion of the program in nursing. Renee F. Pevour, RN, MS, AOCN is available at University Hall 220 or pevourr@wpunj.edu or phone 973-720-3516.

Graduate Multicultural Mentoring and Support Program

Graduate students can provide a wealth of knowledge and experience that helps support undergraduates pursuing careers and graduate study. For more information contact: GMCMS@wpunj.edu

Library

The library liaison for nursing students is Linda Salvesen. salvesenl@wpunj.edu. 973-720-3127 <https://www.wpunj.edu/library/index.html>

Science Enrichment Center

Science Hall 3054, has coordinated efforts to assist master's students seeking extra learning in and science course including advanced pathophysiology and pharmacology. <http://www.wpunj.edu/sec/vsec/> or phone (973)-720-3340. Open Mon. – Thurs. 10am – 4:30pm, Fri. 10am- 2pm.

Social Worker for Student Support and Resources

University Commons room 117, in the Vice President for Student Development suite. Theresa Bevaletz, MSW, LSW is available to assist by making referrals to social service agencies to address food/housing insecurity and other issues, coordinating care for students with counseling and health services.bivaletzt@wpunj.edu or by phone at 973-720-2578.

Writing Center

Atrium room 120. Students are assisted with general strategies for term paper construction and often gain specific direction for repeated writing problems. The Center does not provide proofreading or editing services. <https://www.wpunj.edu/cohss/departments/english/writing-center/>. Open 7 days a week. Text (201)-285-7751.

Exxat

For problems or concerns with Exxat, contact prism-support@exxat.com.

13. FREQUENTLY ASKED QUESTIONS

I work full time and have other responsibilities. Am I required to attend a minimum number of courses each semester?

Most of the students attending the program have many demands on their time and take **one** or **two** classes at a time. You may take up to six years, from the time you become a matriculated student, to complete the program.

What is the tuition for graduate study at William Paterson University?

Current tuition and fees for the graduate program can be found on the Graduate Nursing website at: www.wpunj.edu/admissions/graduate/prospective-students/tuition/index.html

Information regarding **Tuition Installment Plans** can be found at: <http://cms.wpunj.edu/studentaccounts/bill-and-payment-center/paymentplan.html>

What types of financial help are available?

<https://www.wpunj.edu/financial-aid/applying-for-financial-aid/>

Graduate assistantships are available to full time students. Information regarding financial aid and assistance programs may be acquired by calling 973-720-2202.

What can I expect as an MSN student? Review **student handbook**

What can I expect as a DNP student? Review **student handbook**

What is Exxat and how do I access it?

Exxat is a database for NP students in clinical courses to track student clinical logs. [Review Exxat instructions.](#)

What is the best way to access my class schedule? Review **instructions** to access class schedule.

How to apply for a leave of absence (LOA) or withdrawal from the University?

<https://www.wpunj.edu/registrar/academic-regulations/leave.html>

Where do I park and how do I receive a parking permit? <https://www.wpunj.edu/police/parking/parkingregs-police.html>

Who do I contact for technical difficulties? Help Desk (973)-720-4357, help.wpunj.edu.

Who do I contact for billing questions? **Student Enrollment Services** (973)-720-3945, studentservices@wpunj.edu. Hours are Monday through Friday, from 8:30am to 4:30pm.

What do I do when I have completed my MSN program and have passed my certification exam?

Request official transcript on WP Connect. See [graduate information](#) on the graduate nursing website.

What do I do when I have completed my DNP program?

See [graduation information](#) on our graduate nursing website.

14. HOW TO VIDEOS

How do I register for class?

<https://www.youtube.com/watch?v=ggvyOPvcvF4>

How do I register for a waitlisted class?

<https://www.youtube.com/watch?v=JyiGtbtWHyo>

How do I waitlist a course?

https://www.youtube.com/watch?v=TZMweC_5_sY

How do I drop a course?

<https://www.youtube.com/watch?v=7BXb2CgbzRg>

How to apply for graduation and what are the deadlines?

<https://www.wpunj.edu/registrar/graduation-information/>

We have three graduation dates for the **on-campus program**: *January 25* (fall), *May 25* (spring), and *September 1* (summer). For **WP Online program** we have six graduation dates: *November 1* (fall-1), *January 25* (fall-2), *April 1* (spring-1), *May 25* (spring-2), and *July 31* (summer-1), *September 1* (summer-2). For a student to graduate, they must fulfill their requirements, such as completing all their credits in their major, satisfying financial obligations, and applying for graduation. Any student whomisses the deadline can apply for the next semester's graduation. Disregard the comprehensive requirement as this does not apply to nursing students. Official transcripts will not be available until 6 weeks after the graduation date (degree conferral date).

For **MSN** students see [graduation information](#) on the graduate nursing website.

For **DNP** students see [graduation information](#) on the graduate nursing website.

How to enroll in the tuition installment plan?

<https://www.youtube.com/watch?v=f-gVnuBC5fc>

How do I make payments online?

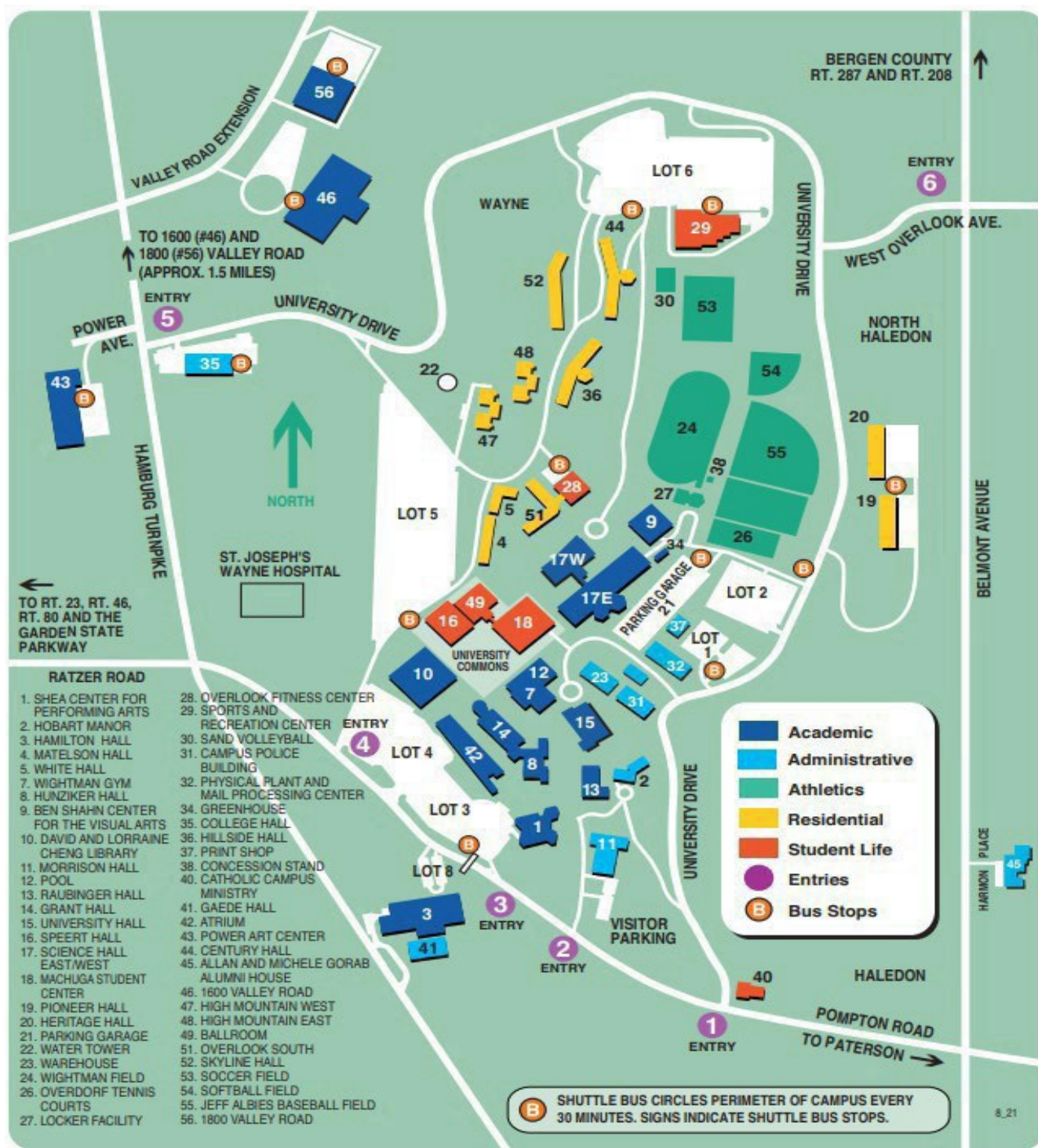
<https://www.youtube.com/watch?v=Hr8-RqotITQ>

How do I complete the FAFSA via mobile app?

<https://www.youtube.com/watch?v=-OBzFyFooYE>

15. CAMPUS MAP

Printable map and campus shuttle map: <https://www.wpunj.edu/directories/maps-and-contacts/index.html>



We look forward to
helping you along your
journey

And,

We wish you all the best
in our successful
programs!

WP Graduate Nursing Program