



**NURSING**

C H A N N E L  
I S L A N D S

# **WELCOME**

## **2025 COHORT**

### **ADN/RN TO BSN PROGRAM**

**MAY 14, 2025**



California State  
University

**EXTENDED  
UNIVERSITY**

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C H A N N E L  
I S L A N D S



**New Student Orientation**

ADN/RN to BSN, Track II

# **Welcome to CSUCI Extended University!**



California State  
University

**EXTENDED  
UNIVERSITY**

C H A N N E L  
I S L A N D S





# **Welcome from the Dean!**

## **Dr. Jill Leafstedt**

**Dean of Extended University and Digital Learning**

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# Agenda

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WELCOME AND INTRODUCTIONS



LEARNER INFO SURVEY



DOLPHIN ID & MYCI



CANVAS & STUDENT SUPPORT



STUDENT FINANCE & FINANCIAL AID



GRADUATION REQUIREMENTS & CARR



NCLEX



HOW TO REGISTER FOR/DROP CLASSES



# Your EU Student Support Team



**Jingle Mitchell**

EU Nursing Support Coordinator  
jingle.mitchell@csuci.edu



**Dr. Jaime Hannans**

Associate Dean of Extended University  
jaime.hannans@csuci.edu



**Crista Fisher**

Student Finance Specialist  
crista.fisher@csuci.edu



**Jasmine Moreno**

Extended University Specialist  
jasmine.moreno@csuci.edu



**Joanna Rivas**

Financial Aid Counselor  
joanna.rivas@csuci.edu

# Your ADN/RN to BSN Online Student Support Team!

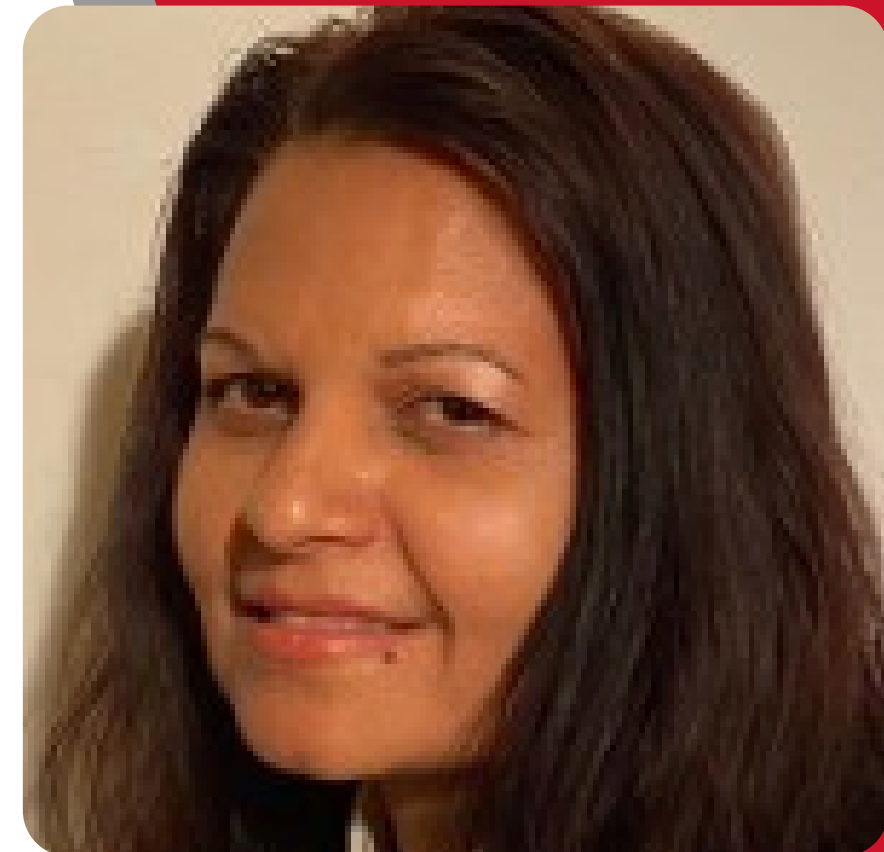
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## **Dr. LaSonya Davis**

Nursing Program Chair & Professor  
[lasonya.davis@csuci.edu](mailto:lasonya.davis@csuci.edu)

## **Dr. Neomie Congello**

ADN/RN to BSN Program Director and Assistant Professor  
[neomie.congello@csuci.edu](mailto:neomie.congello@csuci.edu)



# CSUCI Mission

Placing students at the center of the educational experience, California State University Channel Islands provides undergraduate and graduate education that facilitates learning within and across disciplines through integrative approaches, emphasizes experiential and service learning, and graduates students with multicultural and international perspectives.

CSUCI #22 out of 118  
**US News & World  
Report 2025 Best  
Colleges Report**

**30:1**  
**Student to Faculty Ratio**

**CSUCI ranked 5th  
in Social Mobility**  
measure of university  
retainment & graduates  
with high financial need.

CSUCI is a  
**Hispanic Serving  
Institution (HSI)**

**Best Bang for Your  
Buck - West**  
**Ranked #17**



The University encourages persons with disabilities to participate in its programs, events and activities.





# Learner Info Survey

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Your success in your undergraduate program matters to us!

Please take a few moments to share some information about yourself for us to best be able to support you.



What  
is your

**WHY?**

# Dolphin Name myCI

The myCI Student Portal is CSUCI's central hub for students, offering access to essential services like class registration, financial aid, email, Canvas, and academic resources. It's the one-stop platform to manage your academic journey and stay connected to campus life.

Student ID cards are available upon request; please complete the form located on the Current Students Forms page.

Information Technology Services (ITS)  
805-437-8552  
[csuci.edu/its/help](https://csuci.edu/its/help)

The screenshot displays the myCI Student Portal interface. At the top, the header includes the Channel Islands logo and the text "Channel Islands / myCI". Below this, a green banner reads "Welcome to myCI". The login section features two input fields: "Dolphin Name" with the text "william.ochs" and "Dolphin Password" with masked characters. A blue "Sign In" button is positioned below these fields. Links for "Forgot Password?", "Forgot Dolphin Name?", and "Help" are located at the bottom of the login section.

The dashboard area, titled "Pinned Services (what's new?)", contains several service tiles, each with an icon, a title, a brief description, and a help icon:

- Webmail**: Employee email system, powered by Microsoft Outlook.
- CI Learn**: View course information and materials using Canvas.
- ITS Solution Center**: Request IT Services. Previously known as Help Desk.
- CI Records**: Student registration and records system.

Below the pinned services is a "Services" section, which also includes a "Hide Services" link. This section contains a grid of additional service tiles:

- CI Personnel**: Employee and departmental records and data management.
- CI Docs**: Google Drive @ CSUCI: create and share documents.
- Dolphin Connect**: Search and connect with members for professional development.
- Library Resources & Services**: Access Library databases and your library account.
- Directory**: Search student, faculty, staff, and department information.
- Calendars**: Academic calendar, registration/fee deadlines, holidays & more.
- University Catalog**: Course descriptions, pre-requisites, areas of study and more.
- Schedule of Classes**: Term schedules, fees, changes, cancellations & more.
- Events at CSUCI**: View/schedule university events and available venues.
- Academic Advising**: Meet an advisor to plan academic and career goals.
- Qualtrics**: Create and manage web-based surveys and forms.
- Adobe Sign**: Electronic signature tool for signing documents and forms.



# Canvas, New Student Orientation Course

## Highlights:

- ★ Technology & Canvas Basics: myCI and Services
- ★ Registration & Records: How to Register for Classes
- ★ Financial Aid & Scholarships: Contact and Student Finance Information



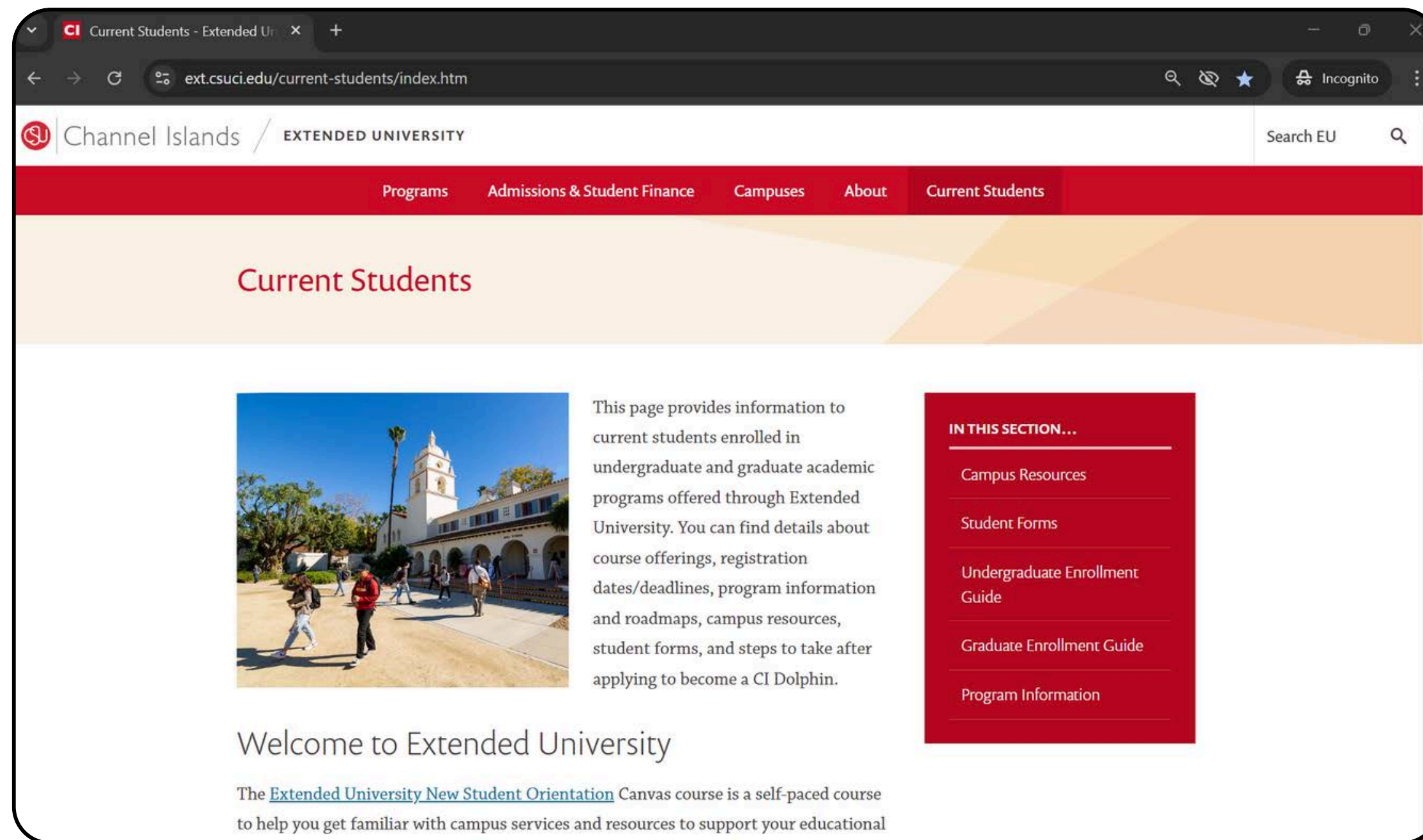
# Student Support

Explore the Canvas New Student Orientation for help with:

- Library Articles or Journal Writing Support
- Tutoring and Study Skills
- Counseling and Psychological Services (CAPS)
- And more!



# Extended University Resources



# Mahi, EdSights (SMS) Mahi-Bot

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Mahi/ Mahi-Bot, the happy helpful dolphinfish and friend of CSUCI mascot Ekho the Dolphin, is your virtual assistant here to guide you through various aspects of CSUCI Extended University! Mahi is here to provide information, resources, and encouragement.

Get chatting with Mahi-Bot through EU's home page.

Opt in to SMS to get check-ins from Mahi and receive further support.





# Student Finance

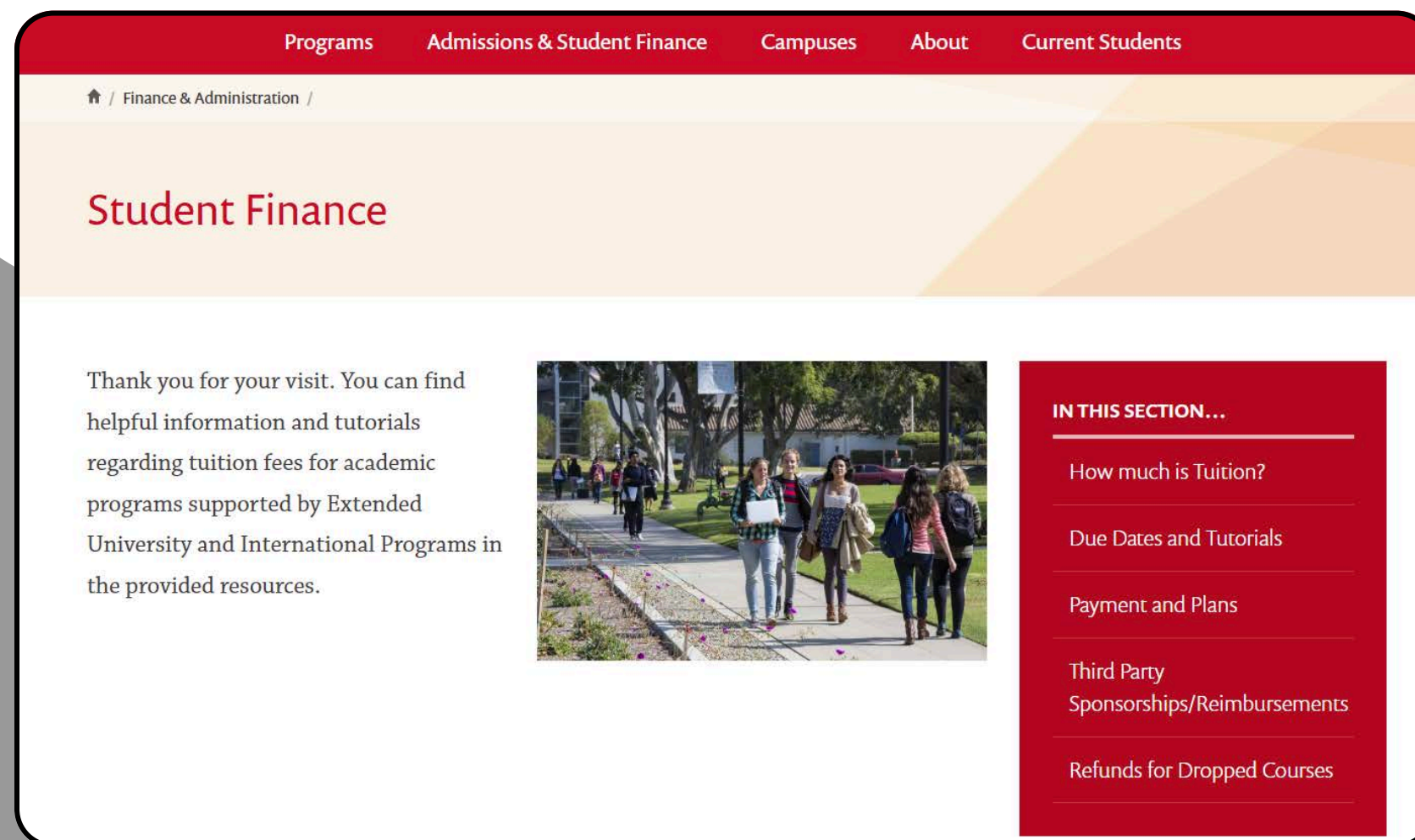
## Fees and Making Payments

- Program cost per unit
- One due date per session
- Payment Plans Available
- Payment Options
  - In person (cash, check, money order)
  - Online (E-Check, Credit/Debit)
  - Mail (Check, Money order)



**Crista Fisher**

Student Finance Specialist  
crista.fisher@csuci.edu





# Financial Aid

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**Joanna Rivas**  
Financial Aid Counselor  
joanna.rivas@csuci.edu  
805-437-8499

Additional Resources: [www.csuci.edu/financialaid](http://www.csuci.edu/financialaid)

\*Financial Aid is not available to International Students

# CARR

## CI Academics Requirements Report (CARR)

Use your CARR to prepare for Advising appointments and review it regularly to complete your degree requirements at CI.

<https://www.csuci.edu/registrar/carr.htm>

Final evaluations will be taking place in these next coming weeks.

You will be notified through email if you are missing any requirements with assistance on how to complete them.

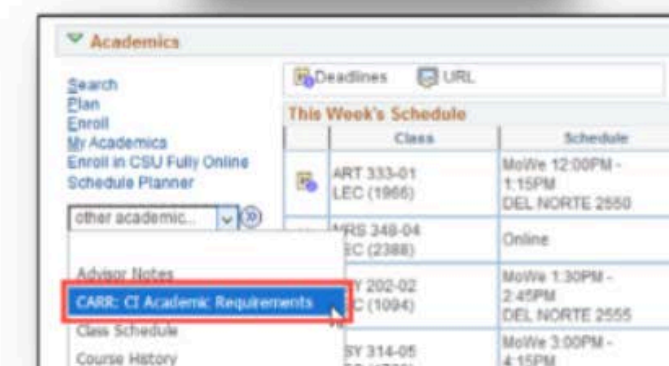
For lower division general education advising please email [ext.ge@csuci.edu](mailto:ext.ge@csuci.edu)

1. Open your browser and go to <http://myci.csuci.edu> or connect through [www.csuci.edu](http://www.csuci.edu) and click on the myCI icon.
2. On the sign-in page:
  - a. Enter your Dolphin Name\* (ex. first.last###)
  - b. Enter your Dolphin password\*
  - c. Click on "Sign in" to log in.

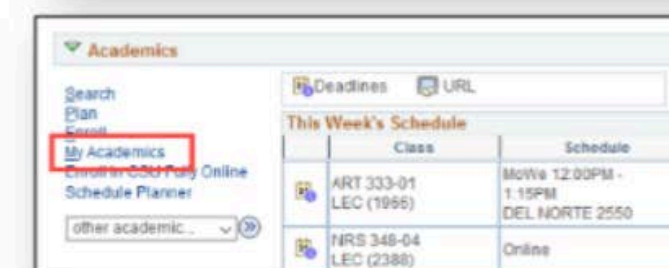
\*Both are case sensitive.

Note: New students must click on the "Activate Your Account" link and follow the instructions.

3. Once you are logged into myCI, click on **CI Records** in the *Services* section.
4. Once in the Student Center, there are two ways you can run your report. In the drop down menu, select "Academic Requirements" then click the arrow icon.
5. You may also click on the "My Academics" link. To view your CARR, click on the "View my advisement report" link in the "My Academics" tab. This will direct you to your academic requirements.
6. Review your CARR and ensure your coursework is fulfilling your General Education, Graduation, Major/ Minor requirements as expected.



Class	Schedule
ART 333-01 LEC (1966)	MoWe 12:00PM - 1:15PM DEL NORTE 2550
NRS 348-04 EC (2388)	Online
Y 202-02 C (1094)	MoWe 1:30PM - 2:45PM DEL NORTE 2555
SY 314-05 EC (1739)	MoWe 3:00PM - 4:15PM



Class	Schedule
ART 333-01 LEC (1966)	MoWe 12:00PM - 1:15PM DEL NORTE 2550
NRS 348-04 LEC (2388)	Online

### Notice to Transfer Students

A PRELIMINARY EVALUATION OF YOUR TRANSFER CREDIT HAS BEEN COMPLETED.

All Final, Official Transcripts must be received and evaluated before a final CARR review can be done. Submit all required documents to Enrollment Services, Sage Hall, Room 1020.

You will be notified when the final evaluation of transfer work has been completed. If you have any questions, contact your Academic Advisor.

# Lower Division General Education Requirements

EU Lower Division GE Advising  
[ext.ge@csuci.edu](mailto:ext.ge@csuci.edu)

Area A:  
English Language  
communication and  
Critical Thinking

Area B:  
Scientific Inquiry and  
Quantitative  
Reasoning

Area C:  
Arts and Humanities

Area D:  
Social Science

Area E:  
Lifelong Learning and  
Self-Development

Area F:  
Ethnic Studies

American Institutions  
(US History,  
Constitution and  
American Ideals)

Language Graduation  
Requirement

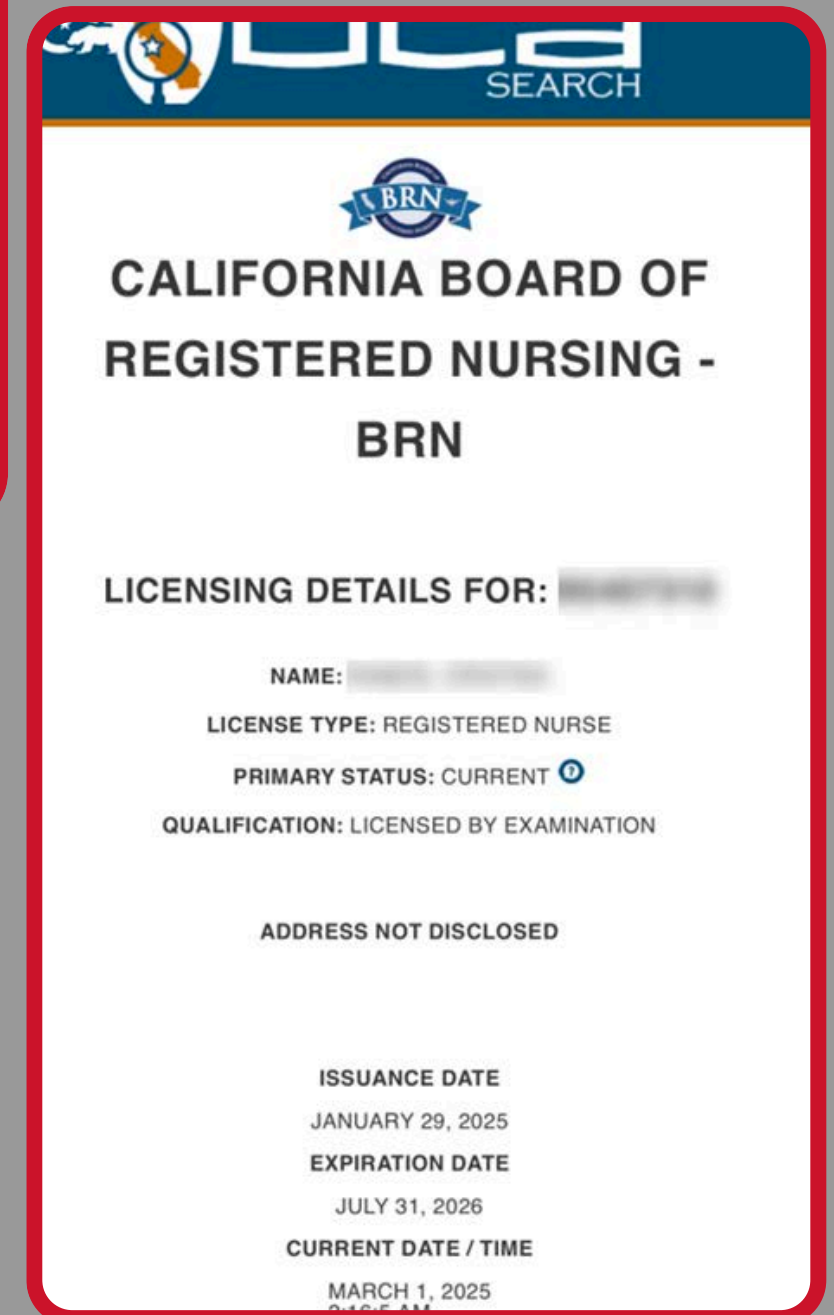
# NCLEX

**Be sure CSUCI has received your NCLEX - RN License verification** upon completion.

Students who have successfully completed a Registered Nursing program at a community college will be awarded 20 upper division units for nursing courses completed at the community college upon passing the National Council Licensure Examination (NCLEX) - RN.

Students will need to email a copy of their RN license to [registrar@csuci.edu](mailto:registrar@csuci.edu)






See [CSUCI Catalog for BSN degree](#)

The NCLEX logo, featuring the word "NCLEX" in a bold, blue, sans-serif font, with a registered trademark symbol (®) to the upper right of the "X". The "X" has a small orange and blue graphic element.A screenshot of the California Board of Registered Nursing (BRN) website. The page has a blue header with the BRN logo and the word "SEARCH". Below the header, the text "CALIFORNIA BOARD OF REGISTERED NURSING - BRN" is displayed. Underneath, it says "LICENSING DETAILS FOR:" followed by a redacted name. The details listed are: NAME: [REDACTED], LICENSE TYPE: REGISTERED NURSE, PRIMARY STATUS: CURRENT (with a blue checkmark icon), QUALIFICATION: LICENSED BY EXAMINATION, ADDRESS NOT DISCLOSED, ISSUANCE DATE: JANUARY 29, 2025, EXPIRATION DATE: JULY 31, 2026, and CURRENT DATE / TIME: MARCH 1, 2025 9:16:55 AM.



# How to Register for Classes

Make sure the course is listed as an EU course  
Note the Class ID and Section

Section	Class #	Type	Days	Time	Location	Instructor	Course Details [Key]
1	2383	LEC	ARR		Online	Nicole Talarico	    

**Add Classes**

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

Click to continue with registration.

Fall 2014 | Undergraduate | Channel Islands

Open Closed Wait List

Add to Cart: Enter Class Nbr enter

Find Classes: Class Search My Requirements My Planner search schedule planner

Fall 2014 Shopping Cart

1 Your enrollment shopping cart is empty.

2

My Fall 2014 Class Schedule

You are not registered for classes

**Add Classes**

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

Click to continue with registration.

Fall 2014 | Undergraduate | Channel Islands

Open Closed Wait List

Add to Cart: Enter Class Nbr enter

Find Classes: Class Search My Requirements My Planner search schedule planner

Fall 2014 Shopping Cart

1 Your enrollment shopping cart is empty.

2

My Fall 2014 Class Schedule

You are not registered for classes


**Add Classes**

2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.


Fall 2014 | Undergraduate | Channel Islands

Open Closed Wait List

Class	Description	Days/Times	Room	Instructor	Units	Status
MATH 150-02 (3503)	CALCULUS I (Lecture)	MoWe 10:00AM - 11:50AM	Bell Tower 1424	Staff	4.00	

CANCEL PREVIOUS FINISH ENROLLING

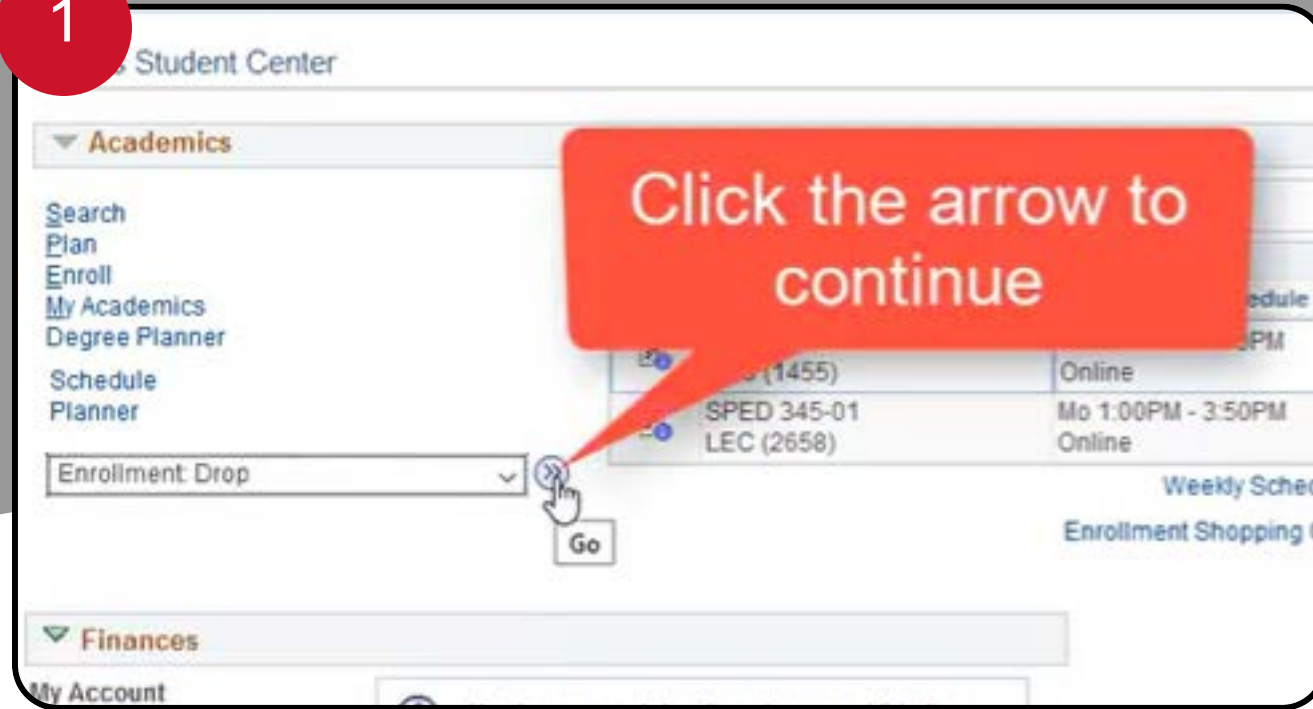
Success: enrolled Error: unable to add class

Class	Message	Status
MATH 150	Success: This class has been added to your schedule.	

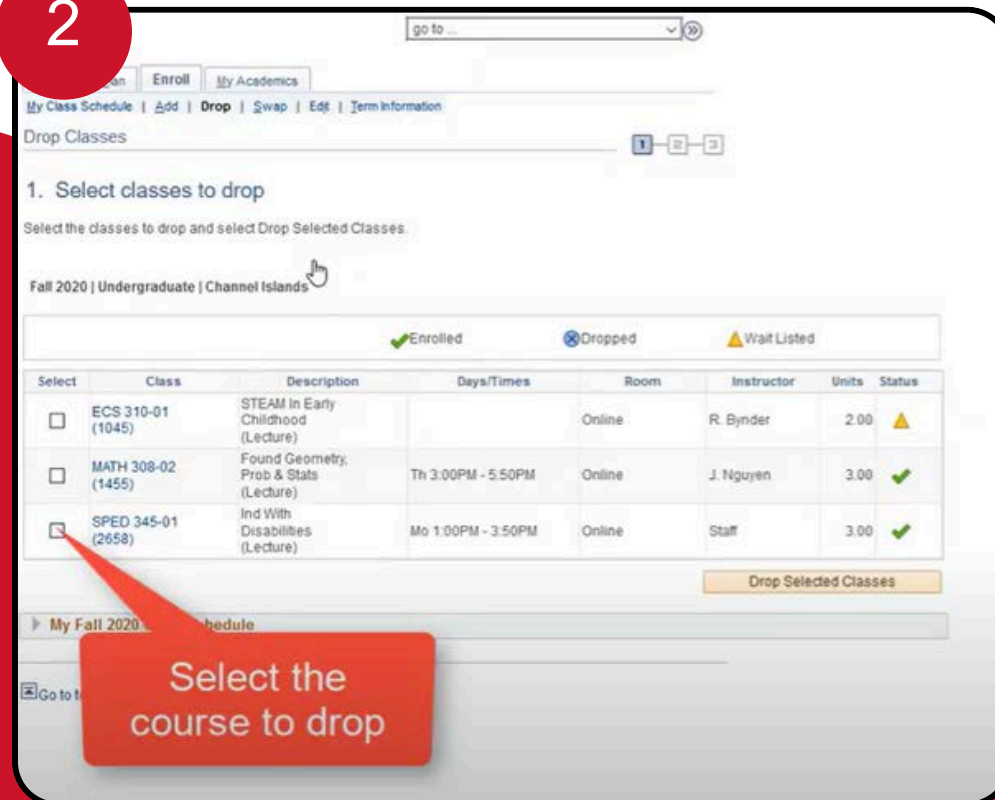
MY CLASS SCHEDULE ADD ANOTHER CLASS

# How to Drop a Class

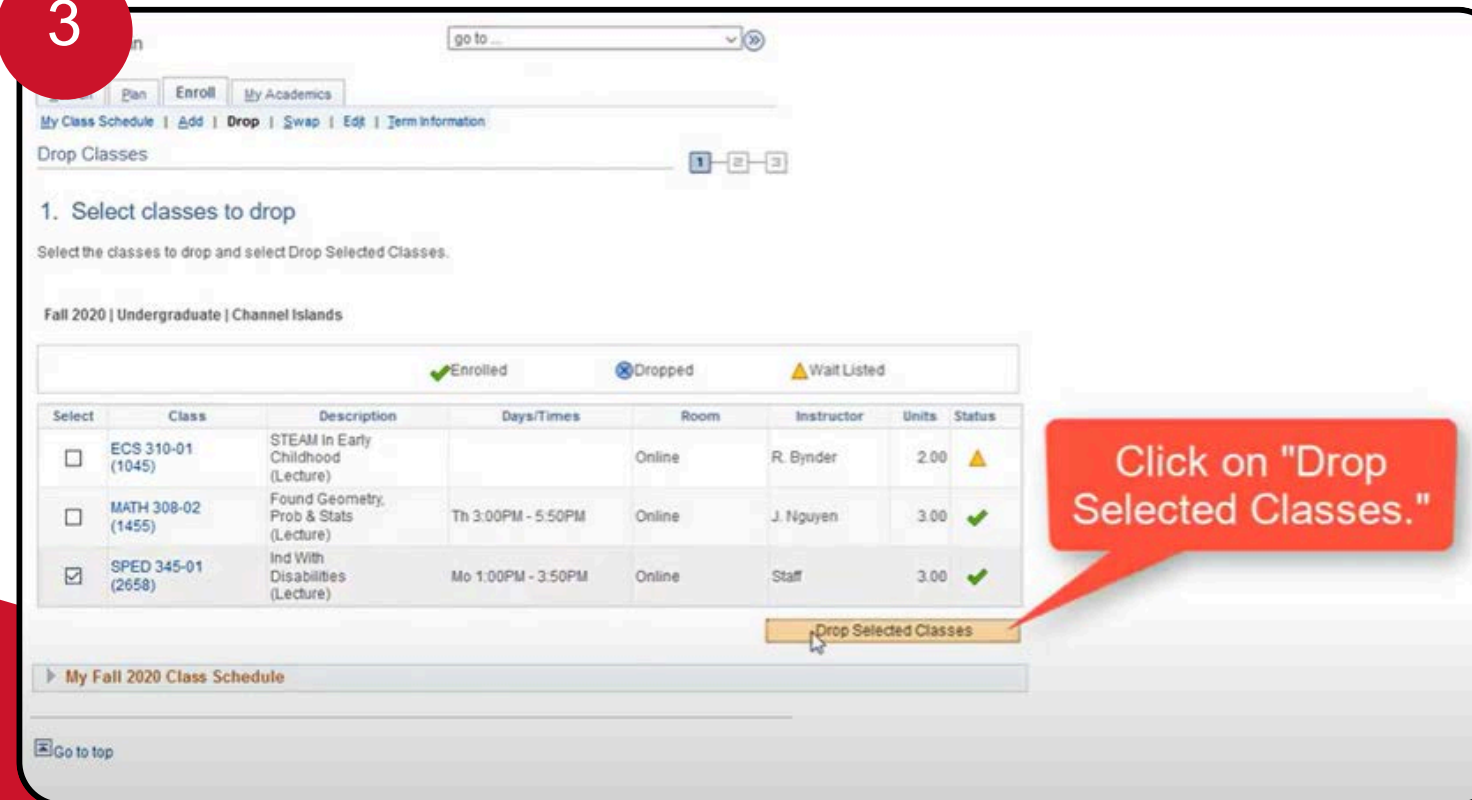
1



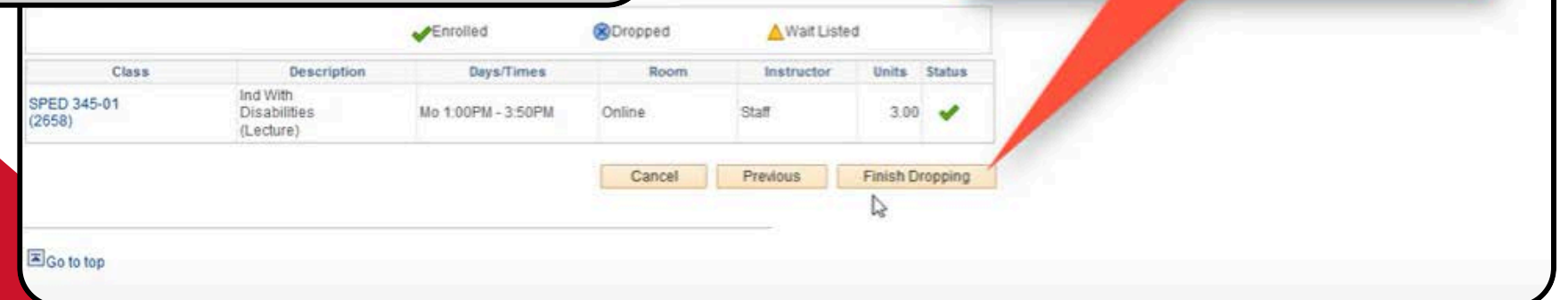
2



3



4



# Summer 2025 Enrollment Notice

EU will be enrolling you in the following courses for Summer 2025

## **NRS 310**

Professional Role Transition For  
The Transfer Student

Class #1003

07/07/2025 - 08/08/2025

## **NRS 352**

Health Promotion And Patient  
Education Strategies

Class #1002

05/24/2025 - 07/01/2025

Both courses offered in Session E1, 12 weeks.

You're not required to take both - but if you  
choose to drop one, you must do so by **June 2**

# Get Social With Us



**Instagram**  
[@eucsuci](https://www.instagram.com/eucsuci)



**Facebook**  
[www.facebook.com/EUCSUCI](https://www.facebook.com/EUCSUCI)



**LinkedIn**  
California State University Channel Islands  
Extended University



**CSUCI EU LinkTree**





# Thank you

Welcome to CSUCI Extended University!

Questions?





# ADN/RN to BSN Program Leadership



**Dr. Jill Leafstedt**  
Dean of Extended University and  
Digital Learning



**Dr. LaSonya Davis**  
Nursing Program Chair &  
Professor



**Dr. Neomie Congello**  
ADN/RN to BSN Program Director  
and Professor

# Communications & Resources

## Use Your myCI Email

The official form of communication from the university and from the Nursing Program.

Check your email daily, if not every other day

Contact the Information Technology Services (ITS) Help Desk for needed assistance:

- 805-437-8552
- <https://www.csuci.edu/its>

## Materials, Book, Resources, etc.

<https://www.bkstr.com/csuchannelislandsstore/home>



# FULL TIME ROADMAP

## FIRST YEAR & SECOND YEAR - SUMMER SESSIONS

1ST YEAR SUMMER SESSION			2ND YEAR SUMMER SESSION		
COURSE	TITLE	UNITS	COURSE	TITLE	UNITS
NRS 352	HEALTH PROMOTION AND PATIENT EDUCATION	3	NRS 310	PROFESSIONAL ROLE TRANSITION	3

## FALL SEMESTER

## SPRING SEMESTER

COURSE	TITLE	UNITS	COURSE	TITLE	UNITS
NRS 350 (GWAR)	RESEARCH	3	NRS 342	COMPLEMENTARY & ALTERNATIVE HEALTH	3
NRS 452	COMMUNITY HEALTH	3	NRS 460	LEADERSHIP	3
NRS 453	COMMUNITY HEALTH LAB	3	UDGE - C		3
BIOL 432 (UDGE - B)	EPIDEMIOLOGY	3	NRS 348 OR ANTH 443 UDGE - D	HEALTHY AGING OR MEDICAL ANTHROPOLOGY	3
TOTAL UNITS FOR FALL		12	TOTAL UNITS FOR SPRING		12

CREDIT FOR NURSING COURSES AT COMMUNITY COLLEGE = 28

MAXIMUM TRANSFER UNITS: 70 UNITS INCLUDE PRE-REQUISITE COURSE WORKS. STUDENTS ACCEPTED WITH FEWER THAN 70 TRANSFER UNITS MAY HAVE TO COMPLETE ADDITIONAL COURSEWORK AT CSUCL.



# PART TIME ROADMAP

## FIRST YEAR & SECOND YEAR - SUMMER SESSIONS

### 1ST YEAR SUMMER SESSION

COURSE	TITLE	UNITS
NRS 352	HEALTH PROMOTION AND PATIENT EDUCATION	3

### 2ND YEAR SUMMER SESSION (TAKE NCLEX BEFORE 2ND SUMMER SESSION)

COURSE	TITLE	UNITS
NRS 310	PROFESSIONAL ROLE TRANSITION	3

## PART TIME ROAD MAP: TRACK II PROGRAM CURRICULUM

### FIRST ACADEMIC YEAR

#### FALL SEMESTER

COURSE	TITLE	UNITS
NRS 350 (GWAR)	RESEARCH	3
BIOL 432 (UDGE - B)	EPIDEMIOLOGY	3

#### SPRING SEMESTER

COURSE	TITLE	UNITS
UDGE - C		3
NRS 348 OR ANTH 443 UDG - D	HEALTHY AGING OR MEDICAL ANTHROPOLOGY	3

TOTAL UNITS FOR FALL	6	TOTAL UNITS FOR SPRING	6
----------------------	---	------------------------	---

CREDIT FOR NURSING COURSES AT COMMUNITY COLLEGE = 20

MAXIMUM TRANSFER UNITS: 70 UNITS INCLUDE PRE-REQUISITE COURSE WORKS. STUDENTS ACCEPTED WITH FEWER THAN 70 TRANSFER UNITS MAY HAVE TO COMPLETE ADDITIONAL COURSEWORK AT CSUCL.

## PART TIME ROAD MAP: TRACK II PROGRAM CURRICULUM

### SECOND ACADEMIC YEAR

#### FALL SEMESTER

COURSE	TITLE	UNITS
NRS 452	COMMUNITY HEALT	3
NRS 453	COMMUNITY HEALTH LAB	3

#### SPRING SEMESTER

COURSE	TITLE	UNITS
NRS 342	COMPLEMENTARY & ALTERNATIVE HEALTH	3
NRS 460	LEADERSHP	3

TOTAL UNITS FOR FALL	6	TOTAL UNITS FOR SPRING	6
----------------------	---	------------------------	---

CREDIT FOR NURSING COURSES AT COMMUNITY COLLEGE = 20

MAXIMUM TRANSFER UNITS: 70 UNITS INCLUDE PRE-REQUISITE COURSE WORKS. STUDENTS ACCEPTED WITH FEWER THAN 70 TRANSFER UNITS MAY HAVE TO COMPLETE ADDITIONAL COURSEWORK AT CSUCL.

# Academic Advising



**Lower Division/  
GE Courses**

ext.ge@csuci.edu



**Dr. Neomie Congello**  
ADN/RN to BSN Program Director

Neomie.Congello@csuci.edu



**CARR / Registrar's  
Office**



# ADN/RN to BSN Program Handbook



**NURSING**

C H A N N E L  
I S L A N D S

California State University  
Channel Islands

Bachelor of Science in Nursing

Student Handbook





## EXXAT Prism and Approve / Universal



Medical  
Document  
Manager



Background  
Check



Drug  
Screening



Time Sheet /  
Evaluations



Use your myCI Email When Setting Up EXXAT Account





## EXXAT Prism and Approve / Universal



One Time  
Enrollment  
Fee: \$210



Yearly  
Subscription  
Fee: \$39



Drug  
Screening  
Fee: \$35.50



Background  
Check  
Fee: \$56

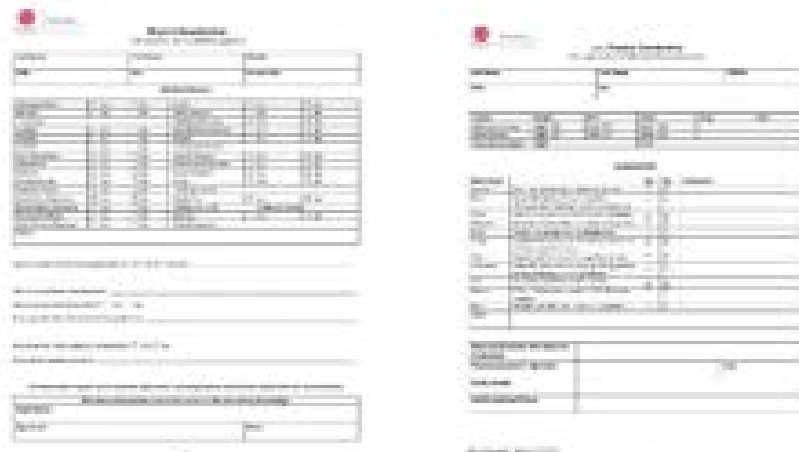


Use your myCI Email When Setting Up EXXAT Account

# Physical Exam

**Page 1:** You complete your information and sign.

**Page 2:** Medical Provider completes and signs.



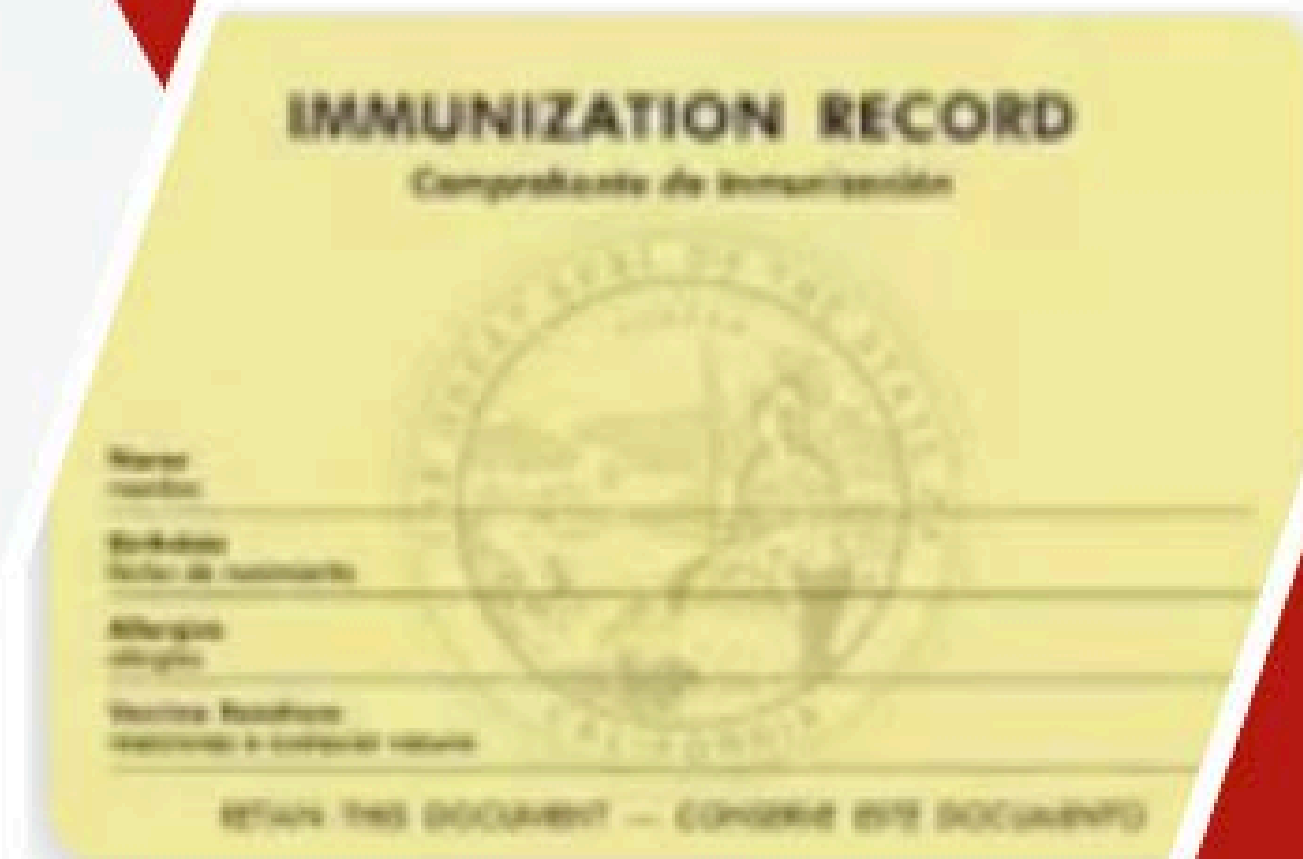
The image shows two sample pages of the Physical Exam form. Page 1 is for patient information and Page 2 is for medical provider information. Both pages contain various fields for data entry, including patient demographics, medical history, and provider details.

Form can be downloaded from EXXAT or from our website



# Immunization Requirements and Other Required Forms

- Complete list of required vaccines is in EXXAT
- Required forms to be completed and signed can be found in EXXAT
- For the RN to BSN students: If you are enrolling full-time and starting your clinical this Fall 2025 semester, please start uploading all your vaccine documents and required forms in EXXAT ASAP.
- CSU Channel Islands Student Health Services:  
Yuba Hall: 805-437-8828



# Health Insurance & CPR Certification

## Health Insurance



**Acknowledgment of Responsibility**

By signing this document, I am certifying my full knowledge and understanding of my responsibility under the Health Insurance Portability and Accountability Act (HIPAA) and my responsibility to protect the privacy of my patients' health information while performing my duties as a CNA/CDL worker.

I understand that I am responsible for maintaining health information through the program under my care, including the use of all forms or records, and to report to the Student Handbook. If I am involved in an accident, I am solely responsible for notifying my supervisor, filing a report, and following all other rules and regulations, and I agree to accept all consequences for my actions.

I also understand that I am responsible for all of the following: I am held to the policies and procedures of the facility and I am responsible for ensuring that all of my actions are in compliance with the facility's policies and procedures. I am responsible for all of the following: I am held to the policies and procedures of the facility and I am responsible for ensuring that all of my actions are in compliance with the facility's policies and procedures.

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Faculty Signature (Print)

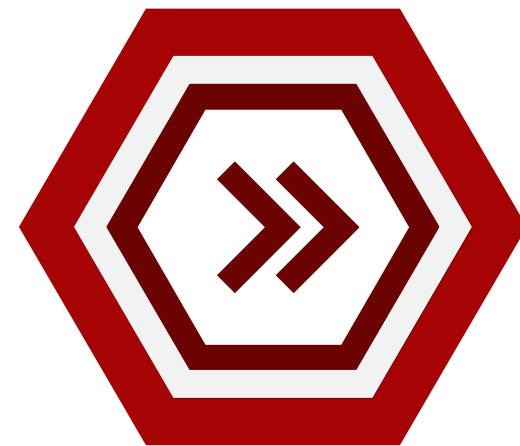


**BLS MUST be from American Heart Association**

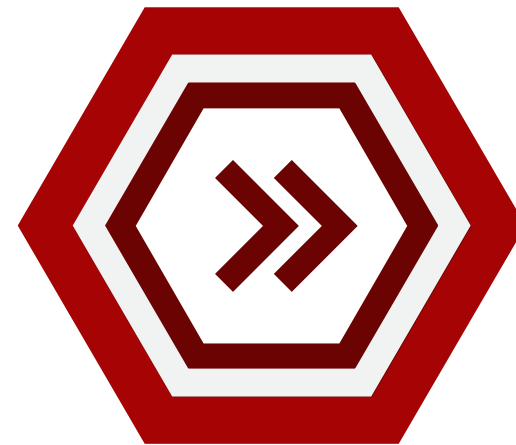
**Upload to Exxat**



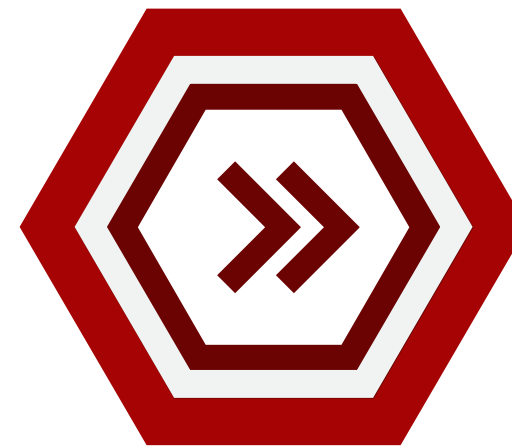
# Uniforms & Name Tags



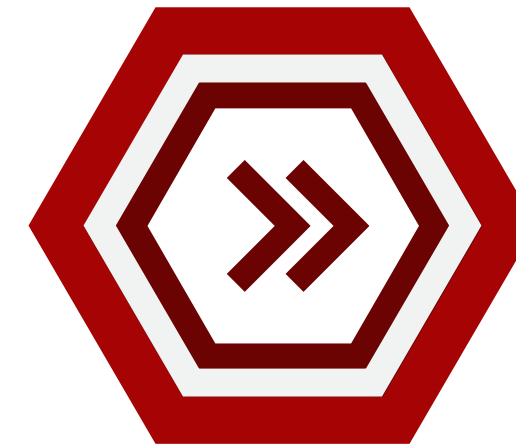
**2 Sets of Scrubs**



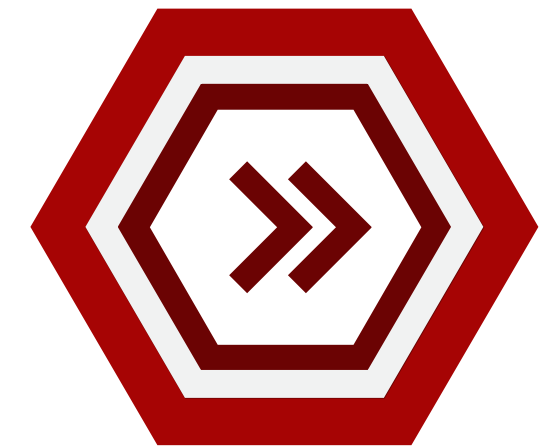
**2 Name Tags**



**1 White Lab Coat**



**On Duty Uniforms**



**\*Stethoscope**

Ex: 3M, Littman,  
Classic III

4572 Telephone Road  
#920  
Ventura, CA 93003  
805-650-3889

# Exciting Events to Look Forward



**White Coat  
Ceremony**

Fall 2025



**Pinning  
Ceremony**

May



**Commencement**

May

# CARR



## CI Academic Requirement Report

Your CARR is an electronic report that outlines General Education, Graduation, Major and Minor requirements for students. The report is conveniently located in your Student Center. Use your CARR to prepare for Advising appointments and review it regularly to complete your degree requirements at CI.



## General Education Course

Please ensure courses you have taken are displaying in the G.E. Category area you intended. You can request courses to be moved to a different location by sending an email to [registrar@csuci.edu](mailto:registrar@csuci.edu)



## Substitutions

You can determine if your approved Substitution Request was processed by reviewing your CARR. Send an email to [registrar@csuci.edu](mailto:registrar@csuci.edu) and ask for your approved Substitution Request to be processed in your CARR.

# ADN/RN to BSN Program Contact Information



**Dr. LaSonya Davis**

**Nursing Program Chair & Professor**

**LaSonya.Davis@csuci.edu**

**Dr. Neomie Congello**

**AND/RN to BSN Program Chair**

**Neomie.Congello@csuci.edu**

**Dr. Aaron McColpin**

**Associate Nursing Program Chair & Professor**

**Aaron.McColpin@csuci.edu**

**Jingle Mitchell**

**EU Nursing Support Coordinator**

**Jingle.Mitchell@csuci.edu**



**THANK YOU**

**QUESTION?**

