ST. CLAIR COLLEGE OF APPLIED ARTS & TECHNOLOGY

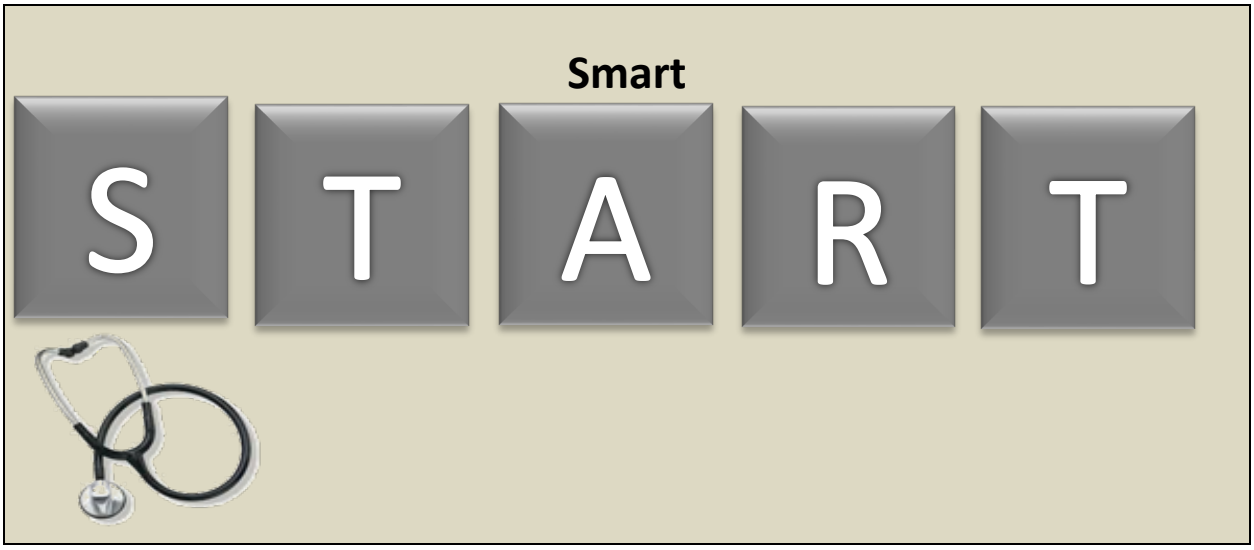
Windsor CAMPUS

PN Pathways Collaborative Nursing Program

YEAR 1

Information Package

FALL 2026



Welcome to Year 1 of the PN Pathways Collaborative Nursing Program!

SMART START –Windsor – YEAR 1 PATHWAY

Dear Pathway Nursing Students,

Congratulations! You are officially a BScN nursing student.

On behalf of the faculty and staff of St. Clair College School of Nursing, we welcome you. The first year of the Pathway nursing program is an exciting time, full of new challenges and opportunities. We look forward to working with you towards the achievement of your professional and personal goals.

Attached is information and instructions to help you prepare for September 2026. Please see the St Clair College website PN Pathway to BScN to assist in navigating the influx of information you will need in order to be prepared for the 2025-2026 year. You will also find information about completing your clinical clearance requirements.

Your clinical clearance information and forms are posted under the "Placement" tab on the St. Clair College website PN Pathway to BScN. This will provide important information on which mandatory medical and mandatory non-medical clearances are to be completed before school starts in September.

I wish to take this opportunity to extend my personal wishes for your continued success as you prepare for a rewarding career in your chosen nursing field.

Have a wonderful summer.

Sincerely,

Corrin Primeau

Corrin Primeau
Chair, School of Nursing St. Clair College
cprimeau@stclaircollege.ca
519-972-2727 EX. 4934

Here is some information to help you prepare.

CONTACTS AND RESOURCES

Corrin Primeau is the Chair for the School of Nursing. Her office is located on the 3rd floor of the CAHS, in room 3314A. She is always happy to address any questions or concerns students may have. Her email is cprimeau@stclaircollege.ca

Sara Damphousse is Ms. Corrin Primeau's Administrative Assistant. She is located on the 3rd floor of the CAHS, in room 3314B. Her phone number is 519-972-2727 ext.4227 and her email is sdamphousse@stclaircollege.ca

Jennifer Sharrow is the Program manager for the School of Health Science and Nursing. She is located on the 3rd floor of the CAHS, in room 3314C. Her email is jsharrow@stclaircollege.ca

IMPORTANT DATES:

- **Monday, September 7th** is the Labour Day Holiday, so there are no classes on that day.
- **First day of classes is Tuesday September 8th, 2026**
- **Clinical Clearance due:** Tuesday, September 8th, 2026
- **Fall Reading Week (2026)** is October 10th-18th, 2026
- **Last day of fall classes** December 9th, 2026
- **Final exams** December 11th – 22nd, 2026. Students are expected to be available for all the days during exam week as exams are scheduled at different times and dates. Please do not book appointments or vacation during this time.
- **First day of winter classes** Monday January 4th, 2027
- **Winter Reading Week (2027)** is February 13th – 21st, 2027
- **Last day of winter classes** Monday April 5th, 2027
- **Final exams** April 8th – 19th, 2027. Students are expected to be available for all the days during exam week as exams are scheduled at different times and dates. Please do not book appointments or vacation during this time.
- **Consolidation (2027)** – 2 weeks during the month of May. (May 7th – May 19th)

GETTING STARTED - ORIENTATION

- Orientation will take place before the start of the Fall semester. Dates, times and venue location to be posted at a later date on the St. Clair College website at the following link: https://www.stclaircollege.ca/student-services/orientation
- You will be attending orientation with the 1st year students
- There will be an open session first welcoming the general student population that will give you general information and a session following this that is specific to the Collaborative Nursing Program.

- At your orientation, you will receive very important information about your program and can meet your nursing coordinators and some of your professors in the program.
- Attending orientation is **highly recommended** as we will provide an overview of the program and discuss topics such as schedules and expectations. This usually helps to alleviate the anxiety that you may be experiencing about attending university and a new program.

MEDICAL AND NONMEDICAL REQUIREMENTS FOR CLINICAL PLACEMENT

Clinical Placement clearance is required before any student can attend the clinical setting. There are mandatory medical and mandatory non-medical requirements that must be met. Please refer to the link on the Registered Practical Nurse Pathway to BScN website entitled "Placement" and scroll down for further details under the "health/clinical placement requirements, entering year 1".

Students in the first year of the RPN Pathway Collaborative BScN program do not attend a clinical site until semester 2 of the winter term in January 2027. **However, please get the clinical clearance including the vulnerable police check done before September 2026.** This clinical clearance will be required **yearly**.

PROGRAM OVERVIEW

Please see the program overview information which is available on this website link: Registered Practical Nurse Pathway to BScN | St. Clair College has a tab titled, "Courses" to show you all the courses and the course codes you must take to complete the BScN program.

TEXTBOOKS

Required textbooks can be found in the Campus Bookstore under their course codes (see below). You may go in person to the bookstore or find the course materials online through the bookstore website. All books are searchable by the course code of the required textbook. Here is the link to the Windsor bookstore site: https://www.stclaircollege.ca/student-services/on-campus-services/bookstore also found through the St. Clair College website.
The Campus Book Store is located near the cafeteria as you enter the main campus. Textbooks will be available for purchase in August.

Please make sure that if you are attending St. Clair College in Windsor that you search your required course materials from the Windsor website. For any updates to Bookstore hours please check the website.

First Semester Course Codes:

- NURS 1900 Writing for the Professional Nurse
- BIO 1073 Microbiology
- NURS2531 Experiential Learning Lab III
- NURS2810 Adult Health & Health Alterations I
- NURS2320 Pharmacology & Medication Management II
- PSYC3390 Health Psychology

BLACKBOARD ULTRA

Blackboard is an internet service/site used by the faculty to communicate readings, lecture notes, assignments, internet links, test results, etc. to students. The nursing student will be automatically enrolled in this resource if you are registered by mid-August. More information and instructions will be given about Blackboard. **Check Blackboard and emails at least twice a day.** All of your courses will be activated on Blackboard generally one week prior to the start of the semester.

If you are having difficulty accessing your blackboard account (and you have completed your acknowledgements on the Student Information System (SIS) or email, please contact the IT department at ext. 2500 or find IT listed under the yellow "Quick Links" tab found on the St. Clair College home page or at the following link: https://www.stclaircollege.ca/it-services

CLINICAL

The clinical day in second semester of January 2027 is treated like a job. If you are going to be absent due to illness you need to notify your clinical teacher and the clinical unit at least 1 HOUR PRIOR to the clinical start time. If you are ill, you will also need to submit a sick note from your medical doctor or nurse practitioner. This process (notifying the school and the clinical site) is to be followed throughout your student nursing experience in the Collaborative BScN program. All students are responsible for their own reliable transportation to and from clinical. Attendance is mandatory. Students are expected to follow the uniform policy while in clinical.

LAB

Attendance in lab is mandatory. If you are going to be absent due to illness you need to notify your lab teacher. Students are expected to follow the uniform policy while in the lab. Labs are on the 2nd floor of the CAHS (Windsor Campus). Labs are titled, "Experiential Learning Lab" and there is a lab every semester. These labs are where nursing skills are learned and demonstrated.

SHOES and UNIFORM

A solid pair of white, black, or navy blue, non-mesh shoes is required for your second semester clinical. For clinical the shoes must have closed toe/heel, non-slip duty or athletic shoes. Please wear a different set of shoes to the laboratory. Clogs, "Crocs", flip-flops, or plastic slip-on shoes are not acceptable in clinical or in the laboratory due to health and safety concerns.

A uniform for Experiential Learning Lab 1 (NURS 1511) will be needed for Fall 2026. A solid navy-blue uniform (one) is required to have "BScN Student" embroidered in white thread on the left upper uniform sleeve (using standard Ariel font with an overall size of 2.5 inches by 2.5 inches high) horizontally. One store that will embroider is "All Canadian Embroidery Services" (3140 Grand Marais East, Windsor – 519-948-2237).
Uniform brands that are consistent with the navy-blue colour of the St. Clair College Collaborative Nursing program are "Cherokee, Dickies, or Figs". Scrub pants with elastic on the ankle are permissible however 'fleece joggers" or scrub leggings are not allowed. The bookstore does NOT carry navy blue uniforms.

An example of a store where scrubs can be purchased is *Work Authority.* They have four locations in Southwestern Ontario.

Windsor

2301 Tecumseh Road East
Windsor, Ontario NW 1E6
Ph: 519-971-9802

2001 Provincial Road
Windsor, Ontario N9A 6J3
Ph: 519-972-8376

Sarnia

1030 Confederation Street
Sarnia, Ontario N7S 6H1
Ph: 519-337-4643

London

1407 Dundas Street East
London, Ontario N5W 3B7
Ph: 519-451-4550

Work Authority does carry the brands listed above and will do the embroidery at a minimal cost to the student but only if the uniform is purchased in their store. Purchases may be made in store or online. Please check their website as to times and online availability at https://workauthority.ca/

In addition, a knee length lab coat will be needed for Anatomy and Physiology (A&P) labs in the fall and winter.

Please see the University of Windsor Collaborative BScN Nursing Student Clinical Placement Policies posted on blackboard under NURS 2531.

STUDENT ID CARDS: **ONECARD**

Photo-ID badges must always be worn and clearly visible as your identification in clinical placement. Please take your picture with your uniform on and with your hair pulled up if applicable. All St. Clair students are required to obtain a student photo ID. The cost is covered by your tuition fees. Please see https://www.stclaircollege.ca/onecard/getting-your-onecard and follow the steps outlined to obtain your student photo ID titled Onecard. Also see the link https://www.stclaircollege.ca/onecard

Currently your OneCard is St. Clair College's official identification card, library card and print card.

OneCard will be required for:
- Writing an officially scheduled test or exam
- Checking out books at the library facilities
- Printing your documents at print stations
- Clinical placements

SCHOOL SUPPLIES

Computers: You will find that a computer is an important and necessary tool. You will also need an internet connection that is dependable and consistent. Computer labs at St Clair College may be an option if you are unable to obtain a computer, however there may be a limited number of spaces if several students are using the computer lab.

Watch: Students will require a wristwatch with a second-hand for measuring vital signs and performing clinical documentation. Smart watches are not permitted.

Stethoscope: The decision regarding purchase of a specific brand of stethoscope is a personal choice; however, please ensure that your stethoscope has both a bell and a diaphragm, as each is used for different physical assessments.

Lab Kits: These kits will be used during NURS 2531 (Experiential Learning Lab III) and NURS 2541 (Experiential Learning Lab IV). Kits will be distributed to students during the experiential learning lab. Kits are paid for through your tuition.

COMMUNICATING WITH FACULTY

Email communication is the preferred method of contacting faculty. Faculty email addresses can be found on the front of the course outline or on the St. Clair website. Faculty will attempt to respond within 24-48 hours during business hours. Emails sent after hours or on weekends will be read and responded to as soon as possible during working hours. Please address your faculty as "Professor" and/or "Doctor" (as appropriate) in all verbal and written communication.

- Faculty will be back to work on Monday August 31st, 2026. If you have any questions or concerns over the summer, please contact the Administrative Assistant, Sara Damphousse at sdamphousse@stclaircollege.ca
- When writing emails, the following etiquette must be followed:
    - Specific subject line

- Proper salutation, for example, “Hello Professor….”
- Do not use text message forms of communication i.e., “ttyl”, “u”, etc.
- Always include your first and last name and student number

ACADEMIC POLICIES

All nursing courses begin with the code ‘NURS’ and have a pass of 60%. Those not beginning with this code have a pass of 50%.

Courses beginning with ’NURS’ are nursing core courses and are only offered in their designated semester with no exceptions. All courses need to be completed successfully each semester to advance to the next semester. If any courses are not completed successfully, they need to be repeated successfully to advance. Eligibility for any financial aid (e.g. OSAP) may be affected if you are unsuccessful in a NURS course.

The University of Windsor uses a system of percentage grades to evaluate your success in a course and to calculate your grade point average (GPA). A GPA of 60% or better keeps you in good standing with the program.

ACADEMIC POLICIES LEADING TO DISMISSAL:

- You cannot fail 3 courses with the NURS code, or you will be dismissed from the program.
- You cannot fail the same NURS course twice, or you will be dismissed from the program.
- You must achieve 60% in all courses with a NURS code, or it is considered a failed course.
- A GPA of 55% to 59.9% results in academic probation. If you find yourself in this situation you have one semester to raise your GPA above 60% or you will be required to withdraw from the program. If your GPA is less than 55% you will be immediately required to withdraw from the program.

ATTENDANCE

Regular class attendance is essential to the collaborative nursing student’s success. Collaborative nursing is a full-time program that requires your participation in lectures/activities, and in the clinical/laboratory setting. Missed time is only acceptable for sickness or emergency reasons. Missing tests due to work, vacation or routine appointments are not considered valid reasons. In preparing for the fall semester, consider a “back up plan” for childcare in the case of children’s illness. There will be no accommodation made for students booking holidays during their children’s March break as this is regular class/clinical time in the BScN Program. Students should schedule their work hours so that they do not interfere with their school/study schedule. Second semester, consolidation, and consecutive semester clinical hours will include both day and afternoon shifts. There is also potential for weekday and weekend shifts for Winter 2026 and Clinical Consolidation II in May 2026.

ACADEMIC COUNSELING AND OTHER SERVICES

There are multiple resources such as Student Services, Nursing Lab, Library Services and Tutoring Services. When booking times, please book in advance and cancel ahead of time if you cannot attend so that someone else may book the time slot.

If you are ever struggling in a course, it is important that you seek help from the individual course Professors as soon as possible. Make an appointment with the Professor to go over difficult material or seek guidance and assistance. In addition, you can always contact the coordinator in the nursing department to discuss any concerns or to seek help or direction. Student Services offers a wide range of services to help students be successful and are very knowledgeable and supportive regarding the BScN program.

Library

The library is in the main building. The library has a wide section of hard copy books, journals and videos but also provides comprehensive access to electronic databases, nursing specific search engines and full text electronic journal articles. You will find the library resources essential for homework and research. The electronic databases and e-journals can be accessed from home with your student number. The librarians are happy to assist you with literature searches or if you are having a difficult time locating the material needed. Assistance is also available on the library link of our website by entering your question in the "quick to chat" option box at https://www.stclaircollege.ca/library

FREQUENTLY ASKED QUESTIONS

"Can I change my schedule?" We do not change student schedules. Please make an effort to manage your work schedules, sports practice schedules, childcare, or other home care issues on your own to avoid conflict with your nursing school schedule.

"Can I apply for advanced standing?" If you would like to request advanced standing for a previously completed university course (in which you obtained a minimum grade of at least 60%), you can send your official sealed transcript and the previous course outline (related to the course in which you are requesting advanced standing) to Courtney Villeneuve (cvilleneuve@stclaircollege.ca) in the Registrar's office. She will make your request to the University of Windsor and will inform you of their decision. You need to continue to attend the class as scheduled until you have been notified by the Registrar's office in writing regarding the decision to whether you have been granted advanced standing.

"Do I need to use my St. Clair College email?" Nursing students are to use their St. Clair College email address for all correspondence from within the college and from home. Faculty cannot respond to personal email accounts due to the risk of breach of confidentiality.

"Do I need access to the internet?" Yes, you will require access to the internet especially if you plan to complete schoolwork, study, and do research at home. Internet access is available to all students in the library and the computer lab in the main building too.

TIPS FOR SUCCESS

Complete the "THRIVES" modules prior to starting school. What is THRIVES?

- THRIVES is an extended orientation to the college – to the culture and the expectations the college has of our students and to information about services and supports. THRIVES also highlights tips and techniques students can use to be more successful in their studies and advice on how to maintain good mental and physical health. Information is presented to you in 12 modules through short readings, videos, and interactive self-check exercises. https://www.stclaircollege.ca/thrives
- Attend all your classes.
- Students are directed to complete readings prior to class.
- Check Blackboard at least twice a day.
- Be professional. Appropriate communication with faculty, the laboratory technician, instructors and classmates will demonstrate your interest and aspiration to be a professional.

Have a wonderful summer. We are all looking forward to meeting and working with you this fall. Congratulations on your acceptance victory!