

## **TRANSITION COURSE at ST. PETER'S HOSPITAL COLLEGE OF NURSING (SPHCON)**

This course is offered each spring to LPNs interested in advancing into a RN program. We recommend that you have been accepted to a RN program prior to taking this class.

Be sure to supply the school with current contact information (cell phone, home phone, home address and e-mail address). Please make sure your voice mail has been set up on your cell and home phones.

When it comes time to prepare your income taxes, please remember that you will not receive a 1098-T for the tuition and fee you were charged because this is a non-credit bearing course. Please note: there also is no financial aid available as you are not considered a matriculated student.

Once the class has started, there is no refund.

Payment methods:

- Credit/debit card: pay online [https://www.sphp.com/SON/Online\\_Payments/](https://www.sphp.com/SON/Online_Payments/)
- Cash – must bring in to the College of Nursing Main Office, 714 New Scotland Avenue, Room 111. Do NOT put cash in the mail!
- Money order
- Personal check. Should a student decide before the course begins that they no longer wish to take the class, they need to call Dalia Negron, admissions coordinator of this decision (525-6850). The Finance Department of St. Peter's Health Partners will not release the funds until 14 business days after the check was deposited. The bursar will request a refund and notify the student when it is available.

**Billing questions? Please call the Bursar's Office at 525-6854**