Additional Admissions Requirements for the Nursing Programs

Applicants to the nursing program will be informed of all the required documentation, and the timeframes for submitting the required documentation, for application to the program. When all nursing program application requirements have been completed and submitted by the applicant, and the applicant has signed the enrollment agreement, the completed application file will be submitted to the Nursing Program Admissions Committee for consideration. The Nursing Program Admissions Committee reviews each completed application file and makes a final determination on admission to the Nursing Program. A candidate for admission may be required to interview with a member of the Nursing Program Admission Committee, or another college official. Once the Nursing Program Admissions Committee makes its final determination in regards to an applicant, the applicant will be notified.

In addition to the General Admissions Requirements, the following are additional admissions requirements for the Nursing programs:

1. Applicants must submit to and a pass a criminal background check administered by the college prior to starting the program, or prior to being readmitted and the results of the CBC must be in the student file prior to starting the program. The conviction for certain criminal offenses may bar an applicant from participating in certain externship/clinical training experiences, eligibility to acquire professional certification/licensure required to function in professional career fields and obtaining employment. Adverse results, to include but not limited to, any felony or misdemeanor identified on an applicant's background report that may prevent the applicant's completion of the program, acceptance to externship/clinical training facilities, achievement of professional certification/licensure, and attainment of employment in a particular field.

   Any candidate who has an adverse result on his/her background report is encouraged to seek approval from the certifying bodies of any applicable program to establish eligibility for certification/licensure and employment in that specific field. If an applicant with an adverse occurrence on his/her background chooses to participate in a program that requires a clear background for admission to externship/clinical sites, eligibility to acquire professional certification/licensure required for employment in specific career fields and obtaining employment, he/she will be required to sign a disclosure document accepting full responsibility for any and all costs associated with attending the career program, and does not hold the institution and its associates liable for being denied program completion, entrance to any and all externship/clinical training facilities necessary for the completion of the program, ability to achieve certification/licensure, or gain employment in the field of study.

   Applicants to the Nursing program should note that a history of criminal convictions may prevent the student from attending or completing the clinical requirements of the program or may prevent his or her licensure by the State Board. If there are any questions regarding this process, the applicant should make an appointment with the Dean of Nursing.

   Students must report to the Dean of Nursing in writing, any change in their criminal background or current status within 24 hours of occurrence (includes new citations and/or charges regardless of the pending or final adjudication). Students who fail to report any new citation or charge may be dismissed from the program.
2. The applicant must submit to and pass a drug screen and must be in the student file prior to starting the program. Inconclusive test results, including a dilute and/or insufficient sample, will require the applicant to be retested within 24 hours at his/her expense at a College designated collection center. A second inconclusive test result, to include a dilute and/or insufficient sample will be considered a positive drug screen. Students will not be granted admission to the nursing program with a positive, insufficient, dilute, or inconclusive test result. Random drug and alcohol testing may be done throughout the program. Failure to comply or the inability to provide a sample within one hour of the requested random drug/alcohol test may result in program dismissal. A dilute or insufficient sample result on a random drug screen will be considered a positive result. The student may be dropped from the program as per the Alcohol, Tobacco, Drug Abuse, and Testing Policy.
3. Maintain Unencumbered Practical Nursing License (ADN program only)
   Students in the Associate Degree in Nursing (ADN) program who have a license in Practical Nursing (LPN) must maintain the

unencumbered license throughout the duration of the ADN program. Students must report to the Director of Nursing, in writing, any change in status of their practical nurse license within 24 hours of the occurrence. Failure to maintain an unencumbered license may result in dismissal from the program.

4. The applicant must submit a signed Allied Health and Nursing Program waiver. Please note that some clinical sites may require that students have health insurance. The College does not provide health insurance.
5. The applicant for a nursing program must be eighteen years of age or older to be accepted into the program. The applicant must submit a valid form of government-issued identification. For example, a current driver's license or U.S Passport.