

# NURSING STUDENT CHECKLIST

## ITEMS THAT ARE REQUIRED TO BE ACHIEVED

- ✓ Complete online Pratt Community College application (prattcc.edu/apply) **NOW**
- ✓ Complete Nursing Program Pre-Application –
  - Pre-Requisites and the ATI TEAS® do NOT have to be complete prior to submitting the “Intend to Apply”
- ✓ Pre-Requisites MUST be complete prior to **December 31**
- ✓ Admission Requirements MUST be complete prior to **April 1**
- ✓ ATI TEAS®, entrance exam MUST be complete prior to **April 1**
  - Must achieve 50% score on Science portion
  - Must achieve 65% score on Reading portion
  - Must achieve 58.7% Adjusted Individual Score
- ✓ Performance Reference Appraisal MUST be complete prior to **April 1**
- ✓ **Application Packet MUST be received or postmarked no later than April 1**
  - **SEE APPLICATION PACKET FOR INSTRUCTIONS**
  - **Application Packet must contain: Incomplete packets will be returned!**
    - Nursing Program Application – complete, accurate, and legible
    - Official High School transcript in unopened sealed envelope
      - If electronic transcript service orders are placed a copy of the “order request” must be included in the application packet
    - Or Official GED or Home School transcript in an unopened sealed envelope
    - Official College transcript(s) in unopened sealed envelope(s)
      - Must submit Official transcripts from ALL colleges attended
      - If electronic transcript service orders are placed a copy of the “order request” must be included in the application packet
      - Transcripts submitted to PCC within the past 3 years do NOT need to be resubmitted
        - Unless additional work was completed, or transcript included “In Process” classes
        - Transcripts do NOT need to be submitted for courses taken at PCC
    - Copy of ATI TEAS® test scores
      - Official scores must be made available to PCC from either;
        - Testing center sealed testing center envelope
        - ATI testing website
    - Health Profile Certification (signed) - Identifies the required immunizations due after selection
    - Cover page from Performance Reference Appraisal request form (completed) – identifies references
    - Biography sheet (completed)
    - **Copy** of Birth Certificate if US citizen by birth
    - Or **copy** of Permanent Residency Certificate or Certificate of Naturalization
- ✓ Nursing Program selection / notification **May 1**
- ✓ Sign and Returned “Confirmation of Acceptance” **May 15**
- ✓ Background check / Drug Screen account established **May 15**
- ✓ Background check / Drug Screen completed **June 15**
- ✓ Nursing Program Orientation **June 27**
  - **ALL SELECTED / NOTIFIED CANDIDATES ARE REQUIRED TO ATTEND**
- ✓ Classes Begin **August 22**