

Admission Requirements Checklist for VN Applicants

General Admission Criteria Required of all Eligible Applicants

Applicants for the Vocational Nursing Program are expected to be proficient in communication, computer and learning skills, and to have the physical abilities necessary to practice nursing. Applicants are advised to check each item to ensure that they have met the criteria. All admission steps must be completed by the 1st Friday in September for the January class and the 1st Friday in April for the August class.

1. Register for a **Mandatory Information Session** with the Enrollment Management Specialist (EMS) at 903-823-3351.
2. A completed Apply Texas college application with Texarkana College listed as college of choice.
3. Any student on suspension or probation must be cleared through the TC Admissions Office.
4. Have a **personal guidance interview** with the EMS. Appointments are required. Call 903-823-3401 to set up an appointment.
5. **TSI:** All applicants must satisfy the requirements of the Texas Success Initiative. A copy of scores must be submitted with application.
6. An **official high school transcript or GED scores** and transcripts from all colleges attended. High school seniors must submit a 7-semester transcript with a completed transcript to be on file 2 weeks prior to registration.
7. Overall GPA and Nursing GPA of 2.0 or higher.
8. Take the TEAS entrance exam. You must have an overall minimum score of 50 to be eligible for entry. The TEAS must be within 2 years of the program application date. A maximum of three TEAS attempts within a 12 month period are allowed. TEAS exam scores taken at proctored testing sites other than Texarkana College may be submitted. A minimum of 15 days is required between testing attempts. Students pay and register for the TEAS on-line at www.atitesting.com. REMEMBER your user name and password! You will need them for logging in when you take the TEAS exam and throughout the nursing program.
9. Completion of BIOL 2301/2101 and BIOL 2302/2102 with a grade of "C" or higher must be attained prior to the first day of VN class.
10. Successful completion of **American Heart Association Basic Life Support for Health Care Providers**. This is available through the Texarkana College Business and Community Education Division. Card/Certificate must not expire prior to the expected date of graduation.
11. Prior to full acceptance into the program, students must: **pass a physical examination, have a negative drug screen and TB skin test, and receive a satisfactory criminal background check from the TX Board of Nursing**. These are not required until notification in writing of "Conditional Acceptance" into the nursing program has been received. Students who do not provide the EMS with proof of a satisfactory background check by the due date will forfeit their place to an applicant on the waiting list.
12. **Completed Immunizations:** Several are required. Please discuss with the EMS. The Hepatitis B vaccine series is required. **NOTE: It takes 4-6 months to complete the vaccine series.** Allow time for this prior to application. **The series must be completed prior to the first day of class.** If you have any questions, please contact the EMS. If vaccination requirements are not met, the student will be withdrawn from the program.
13. Return checklist to the Enrollment Management Specialist with an original signature and date.

FOR YOUR INFORMATION

1. You may ask the college Enrollment Services Office staff for a math review sheet.
2. BIOL: 2301/2101 and BIOL 2302/2102 may be transferred from another institution.
3. Experience in health care is recommended prior to admission (volunteer, nurse assistant, etc.).
4. **Notification** of conditional acceptance or denial will be mailed to all candidates. Any questions should be directed to the Enrollment Management Specialist.
5. There is no waiting list carried over from one admission cycle to the next. Students who do not get accepted into the class must re-apply for the next class.
6. Applicants are ranked according to the criteria on the Vocational Nursing Points System for Admission Ranking tool.
7. The number of students admitted is based on clinical space availability and the number of faculty members.
8. Students who are not admitted are responsible for re-applying for the next class.
9. Students are responsible for keeping their files updated, including mailing address, email address, and phone number.

I am aware that completion of my file does not constitute admission to the Nursing Program. I am aware that it is my responsibility to complete the appropriate admissions requirements by the stated deadlines. In addition, I am aware that Texarkana College Health Sciences Division requires pre-admission drug screening and a criminal background check through the Texas State Board of Nursing.

Student Signature

Date

Enrollment Management Specialist Signature

Date

Re-admission Policy

A student who withdraws from the program, for whatever reason, will be required to fulfill all admission requirements before the request to re-enter will be considered. Vocational Nursing must re-apply within 12 months. Associate Degree Nursing students must re-enter within 2 years to retain credit for nursing courses. Testing may be required as part of the re-entry process. Recommendations such as pre-entrance preparatory study, auditing courses, and assessment of reading skills, etc. may be part of the re-entry process. Specific program re-entry information can be found in the "Program Information" sections (ADN 5.0/VN 6.0) of the handbook.

The Admissions Committee will determine the status for admission only upon successful completion of any recommendation and meeting testing requirements. Re-enrollment in any of the major classes will be dependent upon space availability. The student is expected to re-enter and pass the course which was failed before taking the next course unless exceptions are made by the Admissions Committee. The student accepted for re-entry will be under the current policy and procedures of the Health Sciences program at the time of re-admission. Students who have exited the program before completion and are interested in returning are recommended to seek employment in a health agency during the interim period.

Admission procedures are outlined in the Texarkana College Catalog. Candidates for re-admission to the vocational nursing program must complete the re-admission process. Re-admission into the program will be considered on an individual basis, on space availability basis, and faculty recommendation. Students must apply for re-entry within 12 months after leaving the program. The re-entering student must complete courses in the order decided upon by the Admissions Committee. Some courses may need to be repeated. If the request for readmission is greater than one year, the student will be required to re-enter as a beginning student. The student accepted for re-admission will be under the current policies, procedures, and curriculum of the vocational nursing program. If an applicant is offered re-entry but does not enroll, they will be required to re-apply for future consideration.

Any student who is dismissed from the vocational nursing (VN) program due to a professional and/or ethical violation is not eligible for re-entry. In addition, any student who has had a clinical failure is not eligible for re-entry into the VN program.

Re-admission Procedure

1. Complete the Health Sciences Application for re-entry form.
2. Have a personal guidance interview with a member of the Health Science staff. An appointment is necessary. Inform the staff member that you have been enrolled in the vocational nursing program previously.
3. Have a conference with a member of the VN faculty if required by the Admissions Committee.
4. Complete re-entry testing, if required.
5. Complete all other requirements set forth by the Admissions Committee.
6. Have a physical exam, negative drug screen, and satisfactory criminal background check. These are not required until notification in writing of "Conditional Acceptance" into the nursing program has been received.

VOCATIONAL NURSING TRANSFER APPLICANTS (includes transfers from ADN programs)

Any student who is dismissed from a nursing program due to professional and/or ethical violations is not eligible for transfer into the VN program. In addition, any student who has had a clinical failure due to unsafe clinical practice is not eligible for transfer into the VN Program. Transfer students will be evaluated and placed in the Vocational Nursing Program on an individual basis, as space allows.

Steps for Transfer Admission

1. Complete the **First Admission** process. Admission scores from other programs or a college GPA may be accepted.
2. Have a **personal guidance interview** with the Enrollment Management Specialist.
3. Submit course syllabi of previous nursing classes.
4. Sign permission for obtaining a letter of reference from previous school of nursing.
5. Prior to acceptance, a **physical examination, negative drug screen and satisfactory criminal background check is required**. These are not required until notification in writing of "Conditional Acceptance" into the nursing program has been received.

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Student Signature

Date

Enrollment Management Specialist Signature

Date