

## PRACTICAL NURSING (PN) PROGRAM APPLICANT WORKSHEET

STEPS (See Flow Chart for more details)	Completed or Not Applicable	Date Completed
Apply to SVCC: <a href="http://www.southside.edu">www.southside.edu</a> – click “Admissions” If a returning student to Southside, or already a student at another VCCS school, you will need to enter your 7-digit student ID number during the application process. If you do not know this, contact Admissions at <a href="mailto:admissions@southside.edu">admissions@southside.edu</a> or 434-949-1013		
Apply for Financial Aid. More information here: <a href="https://southside.edu/financial-aid">https://southside.edu/financial-aid</a>		
Submit official non-VCCS college transcripts if any. If prior schools sends electronically, transcript should go to <a href="mailto:admissions@southside.edu">admissions@southside.edu</a> . Mailed transcripts should go to Admissions at either our Alberta or Keysville Campus. Addresses here: <a href="https://southside.edu/locations">https://southside.edu/locations</a>		
Meet with SVCC Counselor to review transcripts, determine placement, complete program placement and enroll in classes.		
Complete required Developmental Courses if needed, which is determined by counselor after reviewing transcripts or Direct Enrollment Survey. <b>DEVELOPMENTAL COURSES MUST BE FINISHED TO APPLY TO THE PN PROGRAM!</b>		
Attend a Mandatory Nursing Information Session, specific to the year for which you are applying. (Covers both the PN and ADN program – one session meets requirement for either program.) Session is virtual and requires being able to log in to MySVCC to access handouts and further resources. To find Nursing Information Session: <a href="https://southside.edu/certificate-practical-nursing-lpn">https://southside.edu/certificate-practical-nursing-lpn</a> To retrieve MySVCC Username and Set up password: Call 434-949-1010		
Take ATI-TEAS, Edition 7, earning acceptable scores. Must complete TEAS prior to submitting application and prior to application deadline. More TEAS information here: <a href="https://southside.edu/teas">https://southside.edu/teas</a>		
Submit PN Program application during appropriate application window (See dates on current Nursing Programs Flow Chart). Application is under “Important Links” here: <a href="https://southside.edu/certificate-practical-nursing-lpn">https://southside.edu/certificate-practical-nursing-lpn</a>		
While waiting for start of clinical program, complete as many of the required general education courses as possible, maintaining a GPA of at least 2.0		

### ACCEPTED STUDENTS AND ALTERNATES MUST ATTEND A MANDATORY ORIENTATION – DATE AND TIME WILL BE GIVEN IN ACCEPTANCE LETTER

**The following must be submitted prior to start of first PN semester:**

Obtain American Heart Association CPR for Healthcare Providers (BLS Provider) Don't wait until after acceptance! Find a class early!	CPR resources given at Nsg. Info Session (prior to application)
Have their health care provider complete medical form, including labs and immunizations	Form on website and at orientation
Criminal background check/drug screen. To be done <i>after</i> acceptance to program, details at mandatory orientation.	Concerns? Contact program director