ADN Generic Student Checklist
Deadline for Application and Completed Packet is June 1

Student Name: _____

Address: _____

Telephone: _____

Email Address: _____

Student ID #: _____

Please read the entire form and check all spaces to the left of the items completed below
All items must be submitted together by June 1

☐ Attended Health Professions Orientation (date): _____

☐ Application to Howard College Office of Admissions (if you are not currently enrolled)

☐ Take the Test of Essential Academic Skills Test (TEAS) by June 1st. Application **will not** be accepted unless one score sheet is submitted. Date completed: _____

☐ Between **January 1 and May 1**, complete a background check **ONLY** at: https://portal.castlebranch.com/HH88. Please keep a copy of the verification. Date submitted: _____

☐ Submit application to ADN Program Chair by June 1st.
  o **A person who can answer "Yes" to any of the questions listed on the application may need to apply for a Declaratory Order (DO) as instructed by the Board of Nursing (BON). It is <u>mandatory to have a clearance letter/blue card prior to completion of the Nursing Program</u>. Responding <u>NO</u> when the answer is <u>YES</u> may result in program dismissal. Should the BON require you to complete a DO and you are not cleared, you will be withdrawn from the program and forfeit any funds paid to that point.**

☐ **Immunizations** will be required **after being accepted** into the Program.

☐ Submit a **copy** of active Certified Nursing Assistant license or proof of CNA class.

☐ All prerequisites need to be completed by the end of Summer II. Please turn in proof of enrollment for prerequisites to be taken after June 1. **Points will be calculated after Summer I only. No exceptions.**

College/Date Completed	College/Date Completed
☐ A&P I_____	☐ Microbiology_____
☐ A&P II_____	☐ English 1301_____

Please notify Marnita Guinn at mguinn@howaradcollege.edu of any address or phone changes.