

NURSING PROGRAM APPLICATION INSTRUCTIONS

**APPLICATIONS FOR THE FALL 2011 SEMESTER WILL BE ACCEPTED FROM JANUARY 3, 2011
UNTIL FEBRUARY 11, 2011**

1. Submit an application for admission to Los Angeles Harbor College if you are not a current Harbor College student: (No application fee required): Apply on line – Go to www.lahc.edu and follow the directions to submit electronically. Visit our admissions and records website for more information:

<http://www.lahc.edu/student-services/admissrec.html>

**DO NOT SUBMIT AN APPLICATION TO THE NURSING SCHOOL IF YOU ARE STILL IN PROGRESS
IN A PREREQUISITE. SUCH APPLICATIONS WILL NOT BE CONSIDERED FOR ADMITTANCE**

2. Download, print out and complete the application from <http://www.lahc.edu/nursing>. Make sure that you write very legibly. Attach your transcripts to your application and then submit your completed application packet to Toni Thompson in the Nursing Building. Do not seal your packet in an envelope. There are clamps available for your use in the Nursing Building. Make sure your application includes everything on the checklist below.
 - A. ___ Verification of United States high school graduation or equivalent: Official high school transcripts or official GED certificate of equivalency/proficiency. If you are a foreign student make sure you have attached your official foreign transcript (high school or college) and the official evaluation of your coursework or verification, or verification of (official transcript) an earned Associate's degree or higher.
 - B. ___ ALL official college/university transcript(s), including in-progress coursework.
 - C. International transcripts require an official evaluation report from approved evaluating agency. The evaluation must state the level of learning equivalent to U.S. high school, associate or bachelor degree. Please obtain a "detailed evaluation report".
 - D. ___ Granted LAHC General Petitions for equivalent courses, if applicable.
 - E. ___ Math competency results, if applicable.

After you have submitted your application please **do not** call the Nursing Division to inquire if it was received. **Your application must be complete WHEN YOU SUBMIT YOUR PACKET TO THE NURSING DIVISION. You make not submit additional items once you have submitted your application.**

AFTER THE APPLICATION PERIOD

In the event that the numbers of applicants who meet program prerequisites exceed the number of positions in the program, a non-evaluative selection lottery procedure is utilized to select program candidates.

Selected qualified applicants are invited to take the Assessment Technologies Institute (ATI) Test of Essential Academic Skills (TEAS). A minimum score (62%) is required for students to be admitted into the program. Students who do not achieve the minimum score will be offered remediation with an opportunity to re-take the TEAS which must be done within one year for admission. For applicants who achieve the required (62%) score on the TEAS test, a second non-evaluative lottery procedure is utilized to select students for admission into the nursing program, based on the number of openings for the semester.

Admitted Students: Students who accept an invitation for admission to the nursing program must complete the following requirements of the LACCD and clinical agencies prior to admission: A criminal background check from the nursing program-designated agency must be completed. (Note: * Students who are denied placement in a clinical agency due to the inability to pass a required background check will not be permitted to continue in the nursing program unless an appropriate clinical placement can immediately be found at an alternate agency. **Conviction of a felony or misdemeanor may affect a student's eligibility for licensure in the state of California. It is the student's responsibility to contact the California Board of Registered Nursing as soon as possible for more information or to seek clarification.). * Physical Examination, specific laboratory blood studies, TB skin testing (2 within 2 weeks of each other) and immunizations as required by the LACCD and clinical agencies. The physical examination must be repeated every 2 years.

*Titers to demonstrate immunity from rubella, rubella, varicella, hepatitis, and mumps are required. Tdap and yearly influenza vaccines are also required.

* Standard Red-Cross First Aid and Personal Safety certificate (not required for LVN's or EMT's)

*Current American heart Association Health-Care Provider Level Basic Life Support certification (BCLS)

*Current Student Nurse professional liability insurance.

*A background check

Students must be free from communicable diseases, infection, psychological disorder, and other conditions which would present a threat to or negatively impact the well being of faculty, students or consumers, or would prevent the successful performance of responsibilities and tasks required in the nursing program. If any such condition is developed by the student after admission to the program, it may be considered sufficient cause for suspension from the program. Students are responsible for all costs incurred in meeting program requirements and there is a financial commitment to being a student in the nursing program. Expenses incurred include, but are not limited to, a background report, books and classroom supplies, uniforms, medical supplies, standardized nursing tests; and mandatory health requirements. For financial Aid assistance, see <http://www.lahc.edu/student-services/fees/html>.