



PICKENS TECHNICAL COLLEGE

Student Application Guide

Date: ____/____/____

Applicant Name _____

Applicant Email _____

Phone Number _____

Were you previously enrolled in a Nursing Program? Yes / No

• If yes, where were you enrolled? _____

Deadlines for Submitting All Application Components:

- **Fall/August Entrance:** First Monday of April
- **Spring/January Entrance:** First Monday of October

How to use this guide:

- ★ Use this packet as a **guide to support your application process**, not as a guarantee of acceptance.
- ★ **Review each of the required components:** *Assessments or Degree, Coursework (Prerequisites & Suggested Courses), Work Experience, References, Writing Sample*. All applicants must also **submit a resume** and complete the [online application for Pickens Technical College](#).
- ★ **Assess how many points you currently have** for each component.
- ★ **Plan for your next steps, keeping deadlines in mind.**
 - *Consider what courses that need to be taken, how to gather proof of work experiences, request reference letters, etc.*
- ★ **Submit all documents to the Registration Office at Pickens Technical College located in Building B.**

Entrance Assessment or Degree

<p>Nursing applicants are required to either:</p> <p>→ Submit documentation of test scores for one of the assessments noted below (TEAS or HESI)</p> <p style="text-align: center;">or</p> <p>→ Provide documentation of a degree earned at an accredited University in the United States.</p>		
<p>*ATI TEAS (7th Edition) Score of 58.7 or higher Applicant's score: _____</p> <p><i>***The Nursing Faculty will review all scores below these ranges.</i></p>	or	<p>Degree earned at an accredited college/university in the United States.</p> <p>Applicant's degree: _____ School: _____</p> <p><i>*A degree earned outside of the United States cannot count towards this requirement.</i></p>
<p>20 points for:</p> <ul style="list-style-type: none"> • TEAS Score of 58.7-65 <p>30 points for:</p> <ul style="list-style-type: none"> • TEAS Score higher than 65 		<p>20 points for:</p> <ul style="list-style-type: none"> • Degree earned in an accredited institution in the US. <p>30 points for:</p> <ul style="list-style-type: none"> • Degree earned in an accredited institution in the US <i>in a science-based field such as biology, medicine, psychology-related, etc.</i>
<p>Link to schedule a TEAS test at the Community College of Aurora. Email: testing@ccaaurora.edu Phone: (303) 360-4948</p>		
30 possible points		# of points received: _____ / 30

College Level Coursework

**Coursework completed outside the U.S. must be evaluated by an approved agency to determine course equivalency. Those evaluated courses could potentially count towards prerequisite coursework.*

Prerequisite Courses

- Students must have earned a C or higher in each course.
- **If currently enrolled, please provide proof of enrollment: Ex. schedule, unofficial transcript, etc. Moving forward in the application process is contingent upon successful completion of all prerequisites.*

<p>BIO 1006 Basic Anatomy & Physiology</p> <ul style="list-style-type: none"> • Could be substituted for higher level course such as BIO 2101 / BIO 2102 • Completed within 7 years of applying 	<p>A = 6 pts B = 4 pts C = 2 pts</p>	
<p>ENG 1021 English Composition 1</p> <ul style="list-style-type: none"> • Completed within 7 years of applying 	<p>A = 6 pts B = 4 pts C = 2 pts</p>	
<p>Medical Terminology HPR 1040</p> <ul style="list-style-type: none"> • Completed within 2 years of applying 	<p>A = 6 pts B = 4 pts C = 2 pts</p>	
<p>12 possible points</p>		<p># of points received: _____ / 18</p>

Suggested College Level Coursework

Submit transcripts as evidence of successful course completion.

*If currently enrolled, please provide proof of enrollment. Ex. schedule, unofficial transcript, etc.

Nutrition <i>Examples: HWE 1050 or HPR 1000</i> <ul style="list-style-type: none"> Completed within 7 years of applying 	2 pts
Psychology Course <i>Examples: General Psychology PSY1001, Sociology SOC 101, Human Growth and Development PSY 2440</i> <ul style="list-style-type: none"> Completed within 7 years of applying 	2 pts
Medical Terminology HPR 1038 <i>Entry-level course often completed in Medical Assisting programs.</i> <ul style="list-style-type: none"> Completed within 2 years of applying 	2 pts
College-Level Math <i>Example: MAT 1120, MAT 1140</i> <ul style="list-style-type: none"> Completed within 7 years of applying 	2 pts
8 possible points # of points received: _____ / 8	

Work Experience

Applicants must provide documentation of their experience(s).

Ex: Letter from employer, HR documentation, etc.

Volunteerism: Non-healthcare <ul style="list-style-type: none"> Ex. animal shelters, food banks, churches, etc. 	5 points
Volunteerism: Healthcare Environment <ul style="list-style-type: none"> Ex. hospital, retirement home, VA Clinic, in-home caregiver, etc. 	10 points
Public-facing paid employment <ul style="list-style-type: none"> Ex. food service, retail, assistant, nannying, etc. <p style="text-align: center;">- or -</p> Completion of Health-Based Scholarly Achievement <ul style="list-style-type: none"> Ex. Successful completion of High School Health Pathway or Health Program 	15 points
Medical Work: less than 1 year Must submit one of the following: <ul style="list-style-type: none"> Active Certified Nursing Assistant (CNA) license, or Official transcript of a Medical Assisting program 	20 points
Medical Work: more than 1 year Must have worked in one of the following fields: <ul style="list-style-type: none"> Licensed Active Certified Nursing Assistant (CNA) / Medical Assisting (with transcripts) / EMT / Phlebotomist / Pharmacy Technician / Qualified Medication Administration Person (QMAP) 	25 points
25 possible points # of points received: _____ / 25	

Reference Letters

Professional reference letter: from a current or recent direct supervisor	
Professional reference letter: from a colleague, former supervisor, etc.	
9 possible points	# of points received: _____ / 9

Writing Sample

Applicants should submit their *handwritten* writing sample along with all other materials.

- Applicants must be sure to include their ***full name and date of submission*** on their sample.

Writing Prompt: In 1-2 paragraphs explain what is motivating you to join the nursing profession. *Be sure to include your full name on your writing sample.*

Writing Rubric			
Points:	2.5	2	1
Organization	Writing has a clear beginning, middle, and end.	Writing is fairly clear and organized. Some areas may seem to ramble or be unnecessary.	Writing is disorganized and does not answer the question.
Content	Explanation is clear, organized, and is easily followed.	Explanation is fairly clear; may lack details and elaboration.	The explanation is unclear. It may not be clear how the writing supports the prompt.
Quality	Writing is neat and fairly easy to read. Full name is printed.	Writing is mostly legible but may take time to decipher.	Writing is quite difficult to read / may be illegible.
Mechanics	Writing is accurate based on spelling and overall punctuation.	Writing may have some errors but no meaning is lost.	Writing contains several errors that impede meaning.

10 possible points	# of points received: _____ / 10
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Each complete application packet will be reviewed by the nursing team and scored on a 100 pt scale.

_____ / 100

Required Documents for a Completed Practical Nursing Application

- Test Scores for **TEAS OR Proof of Degree**
- TRANSCRIPTS** to support all prerequisites and suggested courses (*official or unofficial*)
- Documentation of **Work Experience** and/or Volunteer Experience
- Reference Letter #1** from Current/Recent Supervisor
- Reference Letter #2** from a colleague, former supervisor, etc.
- Handwritten Writing Sample:** Motivation for wanting to join the nursing profession
- Complete, Up-to-Date **Resume**
- Submitted Online Application for Pickens Technical College**
- Completed** background check and drug screening
(Drug screening includes testing for marijuana. Additional fees may be required. To be done through Castle Branch cccs.castlebranch.com.)



**Please be certain that all components have been completed.
Missing documents will delay your application review.*

Final Steps

- **Once all components have been completed, submit all required documents to the Pickens Technical College Registration Office located in Building B.**
- **Deadline for submitting completed applications:**
 - ◆ Fall/August Entrance: First Monday of April
 - ◆ Spring/January Entrance: First Monday of October
- Once applications have been reviewed, applicants will be notified regarding whether or not they will move forward to the interview.
- **After interviews have been conducted, applicants will be notified by email within approximately 1 month as to whether they have been: Accepted, Waitlisted, or Declined.**