



Northland Pioneer College

Nursing Program ♦ P.O. Box 610 ♦ Holbrook, AZ 86025 ♦ (928) 532-6136

NURSING PROGRAM APPLICATION PACKET APPLICATION DEADLINE: FEBRUARY 15, 2019 4:00 PM

Name: _____

Date: _____

Thank you for your interest in the Northland Pioneer College Associate of Applied Science Degree Nursing Program

Only complete applications received in the Nursing Department Office by February 15, 2019 at 4:00 p.m. will be considered for admission. Late applications will be considered on a space available basis if they meet the admission criteria, but will not be accepted before applications submitted on time. Please include this checklist as the first page of your application packet.

If you are not already an NPC student, please enroll and obtain a Student ID# prior to submitting an application. You may enroll by going to your nearest campus or center or online at: <https://www.npc.edu/Application>

Submit the following items:

- ♦ Completed, signed and notarized application
- ♦ Signed Notice of No Guarantee of Licensure/Certification
- ♦ Transfer students must submit official transcripts (in original sealed envelope) from original institution(s) for all prerequisite and co-requisite courses to the Records and Registration (R&R) office at PO Box 610 Holbrook, AZ 86025. Submit the attached Request for Evaluation of Transfer Credit form to R&R at the time you order your transcript(s) or email the requested information to evaluations@npc.edu. This form is also available online: <https://www.npc.edu/registered-nursing-rn> under Entry Requirements. In order to guarantee that your transcripts are evaluated and sent to the nursing department by February 15, 2019 we strongly recommend that your transcripts are received in the R&R office by **January 15, 2019**. Please plan accordingly. If an official transcript has previously been received and posted to your NPC account you do not need to order it again, unless you have taken additional coursework.
- ♦ You are required to meet with an NPC Academic Adviser and have a **Degree Audit** printed to include with your application. If you are transferring credits you should meet with an Academic Adviser after the courses have been posted to your NPC transcript but before the deadline date. Transferred courses will appear on your transcript in MyNPC.
- ♦ See an NPC Academic Adviser for math placement exam results. The math requirement is based on an Elementary Algebra score of ASSET 41; ACCUPLACER 57; or ACT 21 within one year prior to the application.
- ♦ Include a copy of either a CNA or LNA certification or an LPN license **in good standing** from the Arizona State Board of Nursing. (If it is in process, a copy of the certification must be received no later than July 1, 2019)
- ♦ Provide a copy of the **HESI Test Admission Assessment Cumulative Report**. Test results **must include** all of the following: anatomy & physiology, biology, chemistry, math, reading, vocabulary and grammar and the cumulative scores for Science and English. HESI test dates at NPC will be made available in November. If you require testing accommodations, you must contact the Disability Resources and Access Coordinator at least two weeks prior to the test. If you do not take your test at NPC, the results must be emailed directly from the test administrator to the Nursing Department at cathy.reed@npc.edu or debra.mcginty@npc.edu. A study guide is available at the NPC online bookstore under the course NUR100.
- ♦ Include a copy of your current Arizona DPS Level 1 Fingerprint Clearance Card (front and back). Apply at: <http://www.azdps.gov/services/public/fingerprint>. Use A.R.S. code 15-1881 on your application. **Plan ahead** as the process requires **6-8 weeks** or more barring any problems. (If your application is still being processed, enclose a copy of your receipt). A copy of the clearance card must be received no later than July 1, 2019.
- ♦ A one page typed double spaced "Personal Statement" must be submitted with the application. The "personal statement" should address why you wish to attend the nursing program, what you have done to meet your goals, and what you bring to our nursing program.

You are responsible to make sure that all of the required documents are received in the Nursing Department office on time. If all items are not received on time your entire application will be considered late.

MAIL your application to:
Northland Pioneer College
Nursing Program - WMC
P.O. Box 610
Holbrook, AZ 86025

OR

Hand Deliver your application to:
Nursing Office
White Mountain Campus, Ponderosa 111
1001 W. Deuce of Clubs
Show Low, AZ 85901



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**NURSING PROGRAM
NOTICE OF NO GUARANTEE OF LICENSURE/CERTIFICATION**

Admission or graduation from the Program does not guarantee obtaining a license or certificate to practice nursing. Licensure and certification requirements and the subsequent procedures are the exclusive right and responsibility of the Arizona State Board of Nursing. Students must satisfy the requirements of the Nurse Practice Act: Statues, Rules, and Regulations independently of any college or school requirements for graduation as they exist at the time of licensure/certification. Although this explanation and handbook materials may provide information concerning the licensing process, the applicant/student is solely responsible for understanding and meeting licensure/certification requirements. NPC does not guarantee the accuracy of any of the information presented here or in any other materials presented to the applicant/student concerning the licensure process. Verifying the accuracy of such information is solely the responsibility of the applicant/student.

If convicted of a felony, an applicant for licensure/certification must submit proof that he/she "has received an absolute discharge from the sentences for all felony convictions three or more years prior to the date of filing an application" (Nursing Practice Act 2002, 32-1632 and 32-1637). Such proof includes completion of any sentence including imprisonment, probation, parole, community supervision, or any form of court supervision. Examples of unprofessional conduct, but not limited to, are felony or misdemeanor convictions, substance abuse, conviction of an offense involving immoral behavior, or being guilty of acts which deceive, defraud, or harm the public in any way.

Fingerprinting will be part of the application process for the nursing assistant, LPN and RN applicants.

If there is any question about eligibility for licensure or certification, contact the Arizona State Board of Nursing (602-889-5150).

I have read and understood the above statement.

Signature

Print Name

Date

This statement will become part of your permanent record.

PUBLIC NOTICE OF NONDISCRIMINATION: Northland Pioneer College does not discriminate on the basis of race, color, national origin, veteran status, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is the Director of Human Resources, 2251 E. Navajo Blvd., Holbrook, Arizona 86025, (800) 266-7845. The Section 504 Compliance Officer is the Coordinator of Disability Resource and Access, 1001 W. Deuce of Clubs, Show Low, Arizona 85901, (800) 266-7845. The lack of English language skills will not be a barrier to admission and participation in vocational education programs. Revised 9-12-14



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NURSING PROGRAM APPLICATION FOR ADMISSION

Application Deadline: February 15, 2019 4:00 PM Please fill out all spaces

Name Last First Middle Other names used now or in the past
NPC ID# NPC e-mail address Preferred for contact by the nursing office Personal e-mail address
Mailing Address Number Street City State Zip
Phone Cell Home Work
When do you anticipate starting the Nursing Program? Fall semester
High school graduation date or GED date

You must fill in the following information and provide OFFICIAL sealed transcripts by February 15, 2019 from all colleges other than NPC for the courses listed below. You must submit the attached Request for Evaluation of Transfer Credit form to Records and Registration. Before you will be considered eligible to enroll in the nursing program, all courses must be completed with a grade of "C" or higher. A cumulative GPA of 3.0 "B" or higher is preferred for the pre-requisite courses. If you are currently enrolled in any of the below prerequisite courses, your application may still be considered by the Admission Committee. Please submit your application with "IP" listed for the course that is in progress. Please note: College courses over eight years old may be accepted with appropriate documentation and approval.

Table with 5 columns: PRE-REQUISITE COURSE, DATE COMPLETED OR SCHEDULED FOR COMPLETION, SCHOOL/COLLEGE ATTENDED, INSTRUCTOR, GRADE. Rows include BIO 181 General Biology, BIO 201 Human Anatomy & Physiology I, BIO 202 Human Anatomy & Physiology II, BIO 205 Microbiology, CHM 130 Fundamental Chemistry, ENL 101 College Composition I, ENL 102 College Composition II, PSY 240 Developmental Psychology, SOC 101 General Sociology or ANT 102 Cultural Anthropology.

Are you an AZ CNA or LNA? If yes, Certification or License # Expiration Date
If not, are you currently enrolled in a Nursing Assistant Training program? If yes, date scheduled for completion
Are you an LPN applying for advanced placement in the Associate Degree Nursing Program?
If so, do you have an Arizona license or certificate? License # Expiration Date

Which location would you prefer to attend? (Please check one)
[] White Mountain Campus (Show Low) ~2nd Choice: Little Colorado Campus (Winslow)
[] Little Colorado Campus (Winslow) ~ 2nd Choice: White Mountain Campus (Show Low)
[] I wish to apply to the NPC-ASU Concurrent Enrollment Program starting Summer 2019



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Explain your career goals as an RN. (What do you want to do when you graduate from NPC?)

Bearing in mind the essential functions delineated in the Admission Information, are you able, with or without reasonable accommodations, to successfully perform these functions? Yes No

Have you ever been convicted of a felony? Yes No

Are you a legal resident of the United States of America? Yes No

Are you currently using illegal drugs, misusing prescription drugs? Yes No

Have you ever been or are you currently the subject of any complaint, investigation or disciplinary action against your license, certificate, registration or membership by any state regulatory board, any professional or occupational credentialing authority or any professional association in Arizona or any other state? Yes No

If yes, please explain:

(Regulatory action against any licenses or certifications you hold may be grounds for dismissal. Failure to disclose regulatory actions against your license or certificate may constitute a basis for denial of admission or for dismissal from the Nursing Program. Felony conviction, history of drug and/or alcohol addiction may be reason for denial of Registered Nurse License by the State Board of Nursing.)

Right of Refusal

The Northland Pioneer College Nursing Program reserves the right to refuse admission to any Nursing Program applicant based on evidence that the applicant cannot perform the functional abilities essential for nursing practice as defined in the application packet, for prior documented conduct requiring disciplinary action, or for unethical behavior as defined by the Arizona State Board of Nursing, the American Nurses Association, and the NPC Nursing Student Handbook.

AFFIDAVIT

STATE OF _____

County of _____

The undersigned being duly sworn declares that he/she is the person referred to in the foregoing application; that the statements are true in every respect; that he/she has not suppressed any information that would affect this application: that he/she will conform to the ethical standards of conduct in the profession of nursing; and that he/she has read and understands this affidavit.

SIGNATURE

SUBSCRIBED AND SWORN to before me this _____ day of _____, 20_____.

Notary Public

Notary Seal



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**REQUEST FOR EVALUATION OF TRANSFER CREDITS
FOR THE NURSING PROGRAM**

Student's Name: _____ Student ID: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____

College(s) to be evaluated: _____

Name(s) as shown on the above college records: _____

Request Date: _____ Completed by: _____

Degree Type: AAS Emphasis Area: Nursing

**Email or mail this form to: evaluations@npc.edu
NPC Records and Registration PO Box 610 Holbrook, AZ 86025
or simply send an email with all of the above requested information listed
and the subject line as: Request for Evaluation of Transfer Credits for Nursing**

Official transcripts (in original sealed envelope) from previous colleges for all prerequisite and co-requisite courses must be submitted to the Records and Registration office at PO Box 610 Holbrook, AZ 86025. In order to guarantee that your transcripts are evaluated by February 15, 2019 we highly recommend that your transcripts are received in the R&R office by **January 15, 2019**. If an official transcript has been previously received and posted to your NPC account you do not need to order it again, unless you have taken additional coursework. You may look up your transcript on MyNPC to see if the courses have been posted.

This form is also available online at: <https://www.npc.edu/registered-nursing-rn> under Entry Requirements. Submit this form to the Records and Registration office at the time you order your transcripts so they can be processed and sent to the Nursing Department by the deadline of February 15, 2019. If this request is not received by the Records and Registration office they will not know that you are a potential nursing student. If all of your pre-requisite and co-requisite courses were taken at NPC you do not need to send in this request.