

Application Checklist for IVC Registered Nursing (RN) Program

(This form must accompany the application packet)

Required documents needed to submit an application packet:

- _____ **Application with Checklist**
- _____ **Proof of High School graduation, GED certificate or a higher degree** - copy of the HS diploma or transcript or copy of the GED certificate - transcripts indicating an Associates, Bachelors or Master's degree (All foreign transcripts including HS must be formally evaluated).
- _____ **Official transcripts for science prerequisites** - If prerequisites were taken outside of the IVC, course descriptions from the college catalog must be included. Do not cut and paste the description into a document, the page must be printed so that the college name is indicated on the printout - Anatomy / Physiology / Microbiology - BIOL 220 and BIOL 200 & 202 or BIOL 204 & 206
- _____ **Official transcripts for the required prerequisite Nursing Major requirements** - If prerequisites were taken outside of the Imperial County area, course descriptions from the college catalog must be included. Do not cut and paste the description into a document, the page must be printed so that the college name is indicated on the printout.
 - English 101 (& 111 or 201 if taken) - Accuplacer set scores must be met - Speech 100
 - Psychology 101 (& 204 if taken) - Nursing 100 (Medical Mathematics)
 - Anthropology 102 or Sociology 101 - Math 090 (or 110 or higher if taken)
- _____ **Test of Essential Academic Skills (TEAS) exam** - If more than (1) exam was taken, both exams must be included in this application packet.
- _____ **Attended another school of nursing** – If you are now or ever have been in another school of nursing, you must attach a Transfer Student Verification Form. Contact the Nursing & Allied Health Office for information – 760-355-6348.
- _____ **Meet with a counselor** and obtain a Major Sheet.
- _____ **Apply to IVC and obtain a Student ID# or G#** if new to IVC.

- _____ **LVN license** (if applying for advance placement into the RN Program, a copy of current license is required)
- _____ **LVN transcripts** (if applicable, official transcripts indicating LVN coursework completion)
- _____ **Academic degree(s)** (official transcripts indicating Associates, Bachelors or Masters Degree)
- _____ **Allied Health Certificate(s)** (a copy of the certificate is required)
- _____ **Relevant work or volunteer experience in Health care within the past 3 years & more than 25 hours** (documentation from the employer or volunteer supervisor must be submitted on company letterhead indicating experience).
- _____ **Documented proficiency or advanced level of coursework in languages other than English, including American Sign, in a health care setting** (official transcripts indicating advanced level coursework or a letter from your employer on company letterhead verifying proficiency)
- _____ **Veteran Status** (a copy of the DD214 form must be included)
- _____ **Refugee** (copy of the card indicating refugee status)
- _____ **Documented disability** (a copy of a DSPS evaluation or a letter from a Physician describing the disability)
- _____ **Low Family Income** (a documented copy of eligibility for Financial Aid, Cal Works, BOGFW-B, Federal Pell Grant or EOPS)
- _____ **Need to Work while completing prerequisites** (documentation from employer on company letterhead verifying dates of employment)
- _____ **First generation of family to attend college** (statement from applicant, no other documentation is required)
- _____ **Disadvantages, social or educational environment** (statement from applicant documenting disadvantages)
- _____ **Difficult personal and family situations or circumstances** (statement from applicant documenting difficulty)