



## Preparing the Application to the Licensed Practical Nursing Program at South Seattle Community College

1. **PRE-REQUISITE COURSES:** All applicants must complete the following courses, each with a *minimum grade of 2.0*, prior to enrolling in the LPN program. Students completing pre-requisite classes in Winter 2010 may apply with the knowledge that complete applications from students who have finished all prerequisite courses by Fall 2009 will receive priority. MAT 102 and MAT 109 are also acceptable in place of MAT 107.

ENGL 101	English Composition	BIOL& 260	Microbiology
BIOL& 241	Anatomy & Physiology I	PSYC& 200	Lifespan Psychology
BIOL& 242	Anatomy & Physiology II	MATH 107	Math for Liberal Arts

**NAC CERTIFICATION:** Any student entering the LPN program must be a Nursing Assistant Certified in the State of Washington. All applicants to the LPN program must have completed a NAC training program, have taken the state exam, and received their Nursing Assistant Certification by June 10, 2009.

## Submission of the Nursing Application

***Please read carefully and follow the steps below to complete your application. Please do not add any other documents other than those required. Note: Please read carefully, as there may be changes from previous applications.***

1. Any applicants to the LPN program who are transferring in credits from another school must submit an Incoming Academic Transcript Evaluation form to the SSCC Registration Office by the application deadline of February 1, 2010. This form must be filled out for all LPN pre-requisite coursework taken outside *South Seattle Community College* and can be found in the Registration Office, or on the following website: <http://www.southseattle.edu/services/transcri.htm#eval>. Applicants must include one (1) official college transcript, in a sealed envelope, from each college or university outside of the *Seattle Community College District* (SSCC, SCCC & NSCC). Official Transcripts and evaluation forms should be submitted to: *South Seattle Community College; Attn: Transcripts; 6000 16th Ave. SW; Seattle, WA 98106-1499*.
  - \*If you have already submitted your official transcripts to SSCC, you do not need to repeat this step.
  - \*If you have taken any additional pre-requisites since you last submitted your transcript, you will need to resubmit your Incoming Academic Transcript Evaluation form and official transcript by Feb. 1, 2010.
  - \*If you are completing classes in the Winter 2009 quarter outside *South Seattle Community College*, you must submit your Incoming Academic Transcript Evaluation form and official transcript by April 9, 2010.
2. A non-refundable application fee of \$35.00 must be paid before your application will be processed. Please use the Application Fee Payment Slip to make your payment and submit with your application.

3. Submit a Nursing Application, downloaded from the South Seattle Community College LPN application website. Be sure to read carefully and follow all directions. Points will be deducted for any unanswered questions or for not following directions.

Also include the following:

- If you have already received your NA-C license, submit it with your application. If you have not yet received your NA-C license, please note, the final deadline to turn it in is June 10, 2009. A printout from the Provider Credential Search website is also acceptable.  
(<https://fortress.wa.gov/doh/providercredentialsearch/SearchCriteria.aspx>).
  - If you will be completing any of the pre-requisite courses during the Winter 2010 quarter, include a copy of your Winter 2010 course schedule with your application by the Feb. 1, 2010 deadline.
4. Submit two (2) Recommendation Forms, following the directions on the form downloaded from the SSCC LPN application website. Recommendations should come from individuals who have supervised or instructed you within the past three years. One recommendation must be from a work supervisor, preferably in a healthcare setting. Recommendation Forms cannot not be more than 1 year old. Other acceptable references could come from pre-nursing instructors who know your classroom work, or supervisors from non-healthcare related paid or volunteer positions. Please note that the recommendation letters should each be given to you in a sealed envelope so that you can submit them with the rest of your application materials. Please note: the Recommendation Form has changed. All applicants must submit two new Recommendation Forms with the 2010 application, regardless of whether or not they have previously applied to the LPN program.
  5. If you are a new student to the Seattle Community College District, you must complete an Online Application for general admission to the college. The link is at the top of the webpage at: <http://www.southseattle.edu/enrolling/apply.htm> . Be sure to do this at least 24 hours before you submit your application. Your new Student ID (S.I.D.) number will be emailed to you, which you will need to fill in on page one of your application.
  6. Attend a mandatory LPN Orientation before the Feb. 1<sup>st</sup> application deadline. Orientation sessions are monthly. For dates, times, and locations, see our website: <http://www.southseattle.edu/programs/proftech/lpnoorient.htm>
  7. Former applicants: Please note the Recommendation Form has changed. All applicants must submit two new Recommendation Forms.
  8. Be prepared! All accepted students must register and make a deposit of \$150 by **May 28, 2009**.

9. Be prepared! All accepted students are required to turn in certain paperwork by **June 10, 2008**. You are advised to begin now to collect this information and paperwork. You will need to turn in a copy of the following: current CPR/AED for the Professional Rescuer, HIV/AIDS certificate or card (7 hour class), NAC License, background check (instructions to follow), physical examination, and immunization records for TD, MMR, Hepatitis B, Chicken Pox, and TB test (2 step).
  
10. Please note that the Financial Aid deadline for *priority* consideration for Summer 2010 is **February 2009**. Please check with the Financial Aid department for the exact deadline. If you will be applying for Financial Aid, we strongly advise you to apply by this date, even though you will not yet be accepted to the LPN program.