



## Practical Nursing Program Admission Guidelines Practical Nursing Diploma

### Steps to Admission to the Practical Nursing Program

Applications are accepted each semester for the following semester as follows:

- **For Fall semester start:** Applications begin being accepted on **March 1** or first business day in March.
- **For Spring semester start:** Applications begin being accepted on **September 1** or first business day in September.

All steps of the admissions process must be fully completed to be admitted into the Practical Nursing program. Full explanations are below this checklist:

1. Apply to ATC and be admitted to the College
2. Complete the CPR requirement
3. Complete the Accuplacer Assessments
4. Complete the Test of Essential Academic Skills (ATI TEAS)
5. Complete the Student Record of Immunization and Health Status document found under [Forms](#) on the Practical Nursing webpage
6. Complete the Nursing Assistant or Medical Assistant requirement

All documents are submitted to [enrollmentservices@anokatech.edu](mailto:enrollmentservices@anokatech.edu). The prerequisites are completed and submitted as *an entire package* to the Enrollment Services Department prior to admission to the ATC Practical Nursing program. Completed application packages are accepted on a rolling basis until the seats are filled. Students are notified within 5 business days of application submission of the seat availability for the upcoming semester.

**Important:** All completed forms and supporting documentation must be submitted as PDF or Word Documents. A photo of documentation using your smartphone or tablet can be converted to a PDF as follows:

- iPhone or iPad (iOS 10 or later) - Open the picture. Tap "Share" at the bottom. Scroll across and select "Print". Pinch to zoom in or zoom out so the whole form is visible. Tap "Share" to save it as a PDF.
- Android - Open the picture. Tap the menu in the upper right-hand corner. Scroll down and select "Print". Choose "Save as PDF" at the top.

### **Admission requirements (Steps 1-6):**

#### **1. Apply to Anoka Technical College and be admitted to the college**

#### **2. Cardiopulmonary Resuscitation (CPR)**

MUST BE CURRENT at time of application and maintained thereafter through entire program; Online certifications do not meet this requirement.

- American Heart Association BLS Provider OR
- American Red Cross Basic Life Support/HeartCode BLS

#### **3. Successfully complete Accuplacer assessments (Arithmetic and Reading Comprehension)**

**A.** Score of 275 or higher on the Arithmetic portion of the NextGen Accuplacer taken within the past 2 years  
OR Score of 81 or higher on the Arithmetic portion of the Classic Accuplacer taken within the past 2 years  
OR Anoka Technical College MATH 0801 with a grade of "B" or better within the past 2 years  
OR a College-level Dosage Calculations course equivalent to MATH 1010 with a grade of A (90%) within the past 5 years  
OR placement as per recommendations by MN State system office (if applicable)

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- B. Score of 250 or higher on the Reading portion of the NextGen Accuplacer taken within the past 5 years
- OR Score of 78 or higher on the Reading Comprehension portion of the Classic Accuplacer taken within the past 5 years
- OR appropriate test score as determined by Minnesota State
- OR three college-level reading-intensive courses with a grade of C or better
- OR Anoka Technical College courses with a grade of "C" or better within the past 3 years as described:
- One of these three:
- ENGL 0101 - Basic English
- ENGL 0102 - Fundamentals of English (Minimum grade: 2.0 GPA Equivalent and Number of Years Valid: 3)
- ENGL 0960 - Preparing for College Writing
- AND
- One of these two:
- READ 0900 - Reading Skills
- READ 0960 - Preparing for College Reading
- OR placement as per recommendations by MN State system office (if applicable)

**4. Successfully complete Test of Essential Academic Skills requirement (TEAS)**

Adjusted Individual Total Score of **53%** or higher on the ATI TEAS test  
 There is a cost associated with the test. It is the responsibility of the applicant to pay this fee.

**5. Completed Student Record of Immunization and Health Status form**

This form is found on the Practical Nursing website under Forms. This requirement cannot be waived. Must be signed and stamped by a healthcare provider. **Students are required to provide formal verification/documentation of all entries on this form after acceptance to the program.** *Note:* Fully vaccinated status for Covid is required by Week 4 of the semester. Fully vaccinated is defined as two weeks or more since the completion of a primary vaccination series for COVID-19. Those who previously had COVID-19 are **not** exempt from the vaccination requirement. **Further, a booster dose is highly recommended and may be a requirement by the start of fall semester.**

**6. Nursing Assistant or Medical Assistant \***

**a. Nursing Assistant**

**b. Medical Assistant**

**OPTION I:**

**Nursing Assistant:**

Successful completion of HLTH 1103 Nursing Assistant & Home Health Aide or a state approved Nursing Assistant Course **within 1 year**

**OR**

Documentation of currency on the MN State Registry: <https://narlookup.web.health.state.mn.us/>

**OPTION II:**

**Medical Assistant:**

Documentation of earned National Certification for Medical Assisting from the AAMA (American Association of Medical Assistants)

\*Individuals with related direct patient care experience may consult with Practical Nursing Program Director re: admission eligibility.

**Important Information for Accepted Students:**

After acceptance, the following items are addressed in a mandatory nursing orientation session:

- a. tuberculosis screening results (skin or blood testing) or documentation of freedom from tuberculosis infection
- b. documentation of an annual, current influenza vaccination
- c. documentation of primary Covid-19 vaccination series and being **two weeks** or more past the last dose by Week 4 of the first semester. Booster dose highly recommended.
- d. verification/documentation of **all entries** on the student Record of Immunization and Health Status form
- e. completion of a Minnesota Department of Human Services background study with approval for direct patient care
- f. current health insurance coverage is strongly encouraged for students

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