

Hocking College

Nursing Program

Checklist for Admission File Completion

All Nursing program applicants are accepted into the Associate of Science (AS) program and may begin taking general classes. The AS program is a pathway to the Nursing program and allows you to complete general education requirements for Nursing.

Completion of the Nursing TEAS Exam at the proficient level or higher will determine whether you qualify for a Nursing program. Students who meet file completion requirements by the deadline for the upcoming semester will be considered for admission based on availability. The Program Ranking Formula will determine which students are accepted if the number of students meeting the file completion requirements exceeds the available seats. File completion does not guarantee admission to the upcoming semester. TEAS Exam scores are valid for two years.

It is your responsibility to monitor admission file completion status. All Nursing communication will be sent to your Hocking College email account. If you have questions regarding file completion requirements, please contact your academic advisor or the Registrar's Office (by phone at 740-753-7068, in person in JL 184 or by email at admissionfile@hocking.edu).

Other things to note:

- Completion of the State Tested Nurse Aide (STNA) is highly recommended but is not an admission requirement for the Nursing program.
- Students convicted of a felony are not eligible for entrance to the Hocking College Nursing programs. Non-felony convictions will be reviewed by the Program Manager, and admission will be considered on a case-by-case basis. The program complies with the criminal records check laws in Ohio specific to healthcare workers. The Board of Nursing is no longer permitted to automatically deny an application or license based on an applicant's convictions.
- Students are required to complete and pass a drug screen upon acceptance into the Nursing program. This is a requirement of our affiliate healthcare agencies. Students will be notified at new student orientation.

NURSING APPLICANTS WHO ARE NOT CURRENTLY A PRACTICAL NURSE (PN)

Registered Nursing – The RN Associate of Applied Science program requires completion of pre-clinical requirements (see #5 below). The RN program is four semesters in length (beginning with NT-1510). Clinical/theory classes begin each autumn and spring semester. The file completion deadline to be considered for the upcoming semester is posted on the Nursing page of the Hocking College website. All items (#1, #2, #3, #4 and #5 outlined below are required for RN admission file completion. Conditional acceptance to the RN program may be offered based on seat availability.

❑ 1. Nursing TEAS Exam

The Nursing TEAS Exam determines eligibility for the Nursing program. The exam must be completed in person at Hocking College or proctored at a certified testing center. You are allowed 4 hours to complete the exam which consists of the following: Math, Reading, Science and English. A composite score of proficient level or higher is required for admission to the Nursing program.

You must schedule an appointment to take the Nursing TEAS Exam. Testing dates are available online (<https://www.atitesting.com/teas/register>). A limited number of seats are available each testing date and are filled on a first come first served basis. The exam costs \$87 (subject to change) and must be paid online when you schedule your testing appointment. The exam is given in the Hocking College Testing Center (DVD 108). You must present a picture ID and have a valid email address available at the time of testing. You must also know your Hocking College student ID number.

The test can be taken a maximum of three times with a minimum of 14 days between each test date. Each testing session requires a separate appointment and payment of the \$87 (subject to change) testing fee. TEAS scores are valid for 2 years.

You are encouraged to review prior to taking the exam. Resource: Official ATI TEAS Study Manual 2022-2023, 7th Edition. ISBN-13: 978-1565332393. Additional online resources can be found at nursehub.com.

If you have used all three assessment attempts and do not meet the minimum proficient level, you are not eligible for admission to the Nursing program until scores have expired and you are eligible to retest. You are encouraged to meet with your academic advisor to discuss other career options.

TEAS scores for Nursing can be sent from any testing location as long as they meet the following criteria: 1.) It must be administered in-person at an approved proctored site. No remote exams are accepted. Scores are valid for 2 years. 2.) The test must have exactly the same subjects (Math, Science, Reading and English) our TEAS covers – no more, no less. Your official score transcript (ordered through the ATI website) must be sent directly to nursing@hocking.edu. Additional fees may be required to have scores sent.

☐ 2. **High School Transcript or GED**

Submit an official high school transcript indicating graduation from an accredited high school or proof of successful completion of the General Education Development (GED) test. Official transcripts must be submitted by your high school to the Hocking College Registrar's Office using one of the methods below. Transcripts emailed by anyone other than the high school, hand carried transcripts, and faxed transcripts are not accepted.

- Through a formal transcript service (i.e., Parchment, National Student Clearinghouse).
 - Mailed directly from your high school to the Hocking College Registrar's Office, Hocking College, 3301 Hocking Parkway, Nelsonville OH 45764.
 - Emailed from your high school to registrar@hocking.edu. Emailed transcripts must include the signature of a school official
- GED certificates must be submitted to the Registrar's Office in the official format of the state in which you completed the GED.
 - If you are/were home schooled, submit a notarized homeschool transcript showing graduation from an approved homeschooling curriculum. The transcript must be submitted to the Registrar's Office. If you did not complete an approved homeschool curriculum, you may be asked to submit General Education Development (GED) scores.
 - If you completed high school outside of the United States, submit original transcripts (translated to English by a formal translation service if necessary) for schooling equivalent to a United States high school. Once received your transcript will be reviewed to determine if it meets the transcript requirement. It is recommended that you submit official documents in person. Original documents will be copied and returned to you. If you are unable to obtain an official transcript, it is recommended that you complete the General Education Development (GED) test.

☐ 3. **Nursing Information Session**

Attend a Nursing Information Session. Dates can be found on the website at hocking.edu>majors>registered nursing.

☐ 4. **Required Immunization**

Provide documentation of the following immunizations or titers: **MMR**- 2-dose series or positive/reactive titer for each component. **Varicella**- 2 dose series or positive/reactive titer. **Hepatitis B**- completed series or positive/reactive titer. Please note any negative titer results will require vaccination/boosters per the CDC guidelines for healthcare workers. **Tdap**- Last dose within the past 10 years. **Influenza**- Annual immunization or approved exemption. **COVID-19**- A 2-dose series for clinical site reporting purposes or approved exemption. **After submitting your application and registering for the TEAS, you will receive an email with instructions to upload your documentation to ATI before the admission file completion deadline.**

☐ 5. **Pre-Clinical Course Completion**

- Satisfactorily complete the following courses with a grade of "C" or higher within two (2) attempts. Students who do not meet this requirement may repeat the course(s) three years after the date of the last unsuccessful attempt to be eligible for the Nursing program.
 - Courses completed at another college/university must have a "C" grade or higher, be documented on an official college transcript and posted as transfer credit. Official college/university transcripts must be submitted to the Hocking College Registrar's Office through a formal transcript service (i.e., Parchment, National Student Clearinghouse) or be mailed directly from the awarding institution to the Hocking College Registrar's Office, Hocking College, 3301 Hocking Parkway, Nelsonville OH 45764. Faxed, emailed or hand carried transcripts are not accepted.
- ☐ 5a. Complete **BIOS-1113 - Anatomy and Physiology I** with a grade of "C" or higher or have transfer credit posted showing completion of the course at another college/university with a "C" or higher.
 - ☐ 5b. Complete **ENGL-1510 - English Composition I** with a grade of "C" or higher or have transfer credit posted showing completion of the course at another college/university with a "C" or higher.
 - ☐ 5c. Complete **MATH-2250 - Introductory Statistics OR MATH-1113 - College Algebra** with a grade of "C" or higher or have transfer credit posted showing completion of the course at another college/university with a "C" or higher.