BARTON COMMUNITY COLLEGE

NURSING EDUCATION

PN Admission Process

Nursing Admission Checklist
This process is for applicant's who are not LPNs. It is your responsibility to make sure all the necessary file information is in the nursing office by January 31st. Information received after this date may not be used in calculating an applicant's score for admission to the nursing program. You may call the Nursing Secretary with questions at **620-792-9357**.

1. **Apply to Barton**- fill out Barton's admission form. You may contact admission or go online at https://exsforms.bartonccc.edu/admissions/admissionsapplication.htm .

2**. Barton ASSET Score**—you must take an assessment test for placement into college courses if you are starting college for the first time and you have not taken English Comp I or any college math course. If you have taken an ACT and it has been sent to Barton then you do not have to take this test

3. **Change of Major**-If you have been a student at Barton and you are changing your major, please complete a change of major form.
http://bartonccc.edu/instruction/academicadvising/studentinfo/faq/changeadvisor-major.html

4. **Advisement-** Contact your advisor for enrollment guidance.

5. **Pre-requisites**- Start on the required pre-requisites.

6**. KS Certified Nurse Aid Certificate**- all applicants must have a KS CNA certificate prior to admission to the Nursing program. Barton does have CNA courses. Please contact the Adult Healthcare office at 620-792-9298.

7. **Fill out a Nursing Application** – The application deadline for the August class is January 31. Please discuss this process with your advisor.

8. **Entrance Test (TEAS Test)** – This test is a requirement for admission into the nursing program. The test covers math, science, reading, vocabulary and grammar. Contact the nursing office for more information. This test is given at least twice a month from September to January and must be taken prior to the end of January. You may take the test twice with a 30 day wait period between tests.

9. **Transcripts**-The Barton's Enrollment Services needs an official high school or GED certificate and a copy of all college transcripts. The registrar at your previous college must send an official copy to Enrollment Services at Barton.

10. **Group Interview** – We ask that you come in professional attire; what you would wear to a job interview. You can get up to 5 points for being on time (1pt.), your professionalism (2pts.), and for answering questions (2 pts)

11. **Selection -**Class selection is made after the Jan 31st deadline using the selection criteria form. Please do not call about your placement in the program, all applicants will receive a letter indicating status of admission to the program by the first part of March. Late applications and file completion will be reviewed for acceptance into the Fall class based upon space availability.

Licensure requirements from the Kansas State Board of Nursing (KSBN) are stringent. Having a misdemeanor or felony conviction involving a crime against persons, may preclude you from licensure eligibility. Please review the document "Absolute Bars to Licensure". Also, KSBN requires a Social Security number in order to get a nursing license in the State of Kansas.