**PENN STATE PRACTICAL NURSING APPLICATION CHECKLIST**

**STEP ONE – ENTRANCE EXAM**

* **SUCCESSFUL COMPLETION OF THE TEAS TEST** ( [www.atitesting.com](http://www.atitesting.com))

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**STEP TWO - APPLICATION MATERIALS**

* **Completed Application**
* **1-2 page essay about why you want to become a nurse**
* **Official Transcripts**  (Please provide an official copy of your high school transcript or an official copy of your GED transcript and a record of courses you completed while in high school. If you have earned college credit, please provide an official transcript from each college).
* **Two professional letters of reference**
* **All information sent to:**  Practical Nursing Program Admissions

Attn: Sara Roth
Penn State Lehigh Valley
2809 Saucon Valley Road
Center Valley, PA 18034

* **INTERVIEW**

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**STEP THREE** – **CLINICAL REQUIREMENTS (these should not be completed until acceptance into the program)**

* Federal (FBI) Criminal History Report, PA Child Abuse History Clearance, and Background Check
* Drug test
* CPR Certification (BLS for Healthcare Provider including infant, child, adult and AED components) – this will be done the first weekend of clinical
* Proof of Valid Health Insurance Coverage
* Proof of Professional Liability Insurance
* Physical Examination
* Medical Documents verifying student is current with their Influenza, MMR, Varicella, Hepatitis B, TB Skin Test and Tetanus, Diphtheria & Pertussis (Tdap)

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\* Penn State Practical Nursing Program will not discriminate in the acceptance process due to a criminal history; however anyone with a positive criminal background check (felony or misdemeanors) may be accepted into the program PENDING clinical facility placement. If a clinical facilities denies a student access to their facility for clinical experiences, the student will not be able to progress through the program and therefore, acceptance will be denied. In addition, the Penn State Practical Nursing program cannot guarantee that candidates with a positive criminal background will be eligible to obtain licensure per PA State Laws (“The Professional Nursing Law**”** Act 69, P.L. 409, No. 10, and P.L 233, No. 64; Older Adults Protective Services Act, Act 169 as amended by Act 13, P.L. 233, and No. 64).