

Admission Requirements

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Thank you for your interest in the Gadsden Center for Health Education, School of Practical Nursing at Gadsden Technical Institute. It is important that you take a moment and read the following information to better understand the admission and application process for this programs:

Practical Nursing Requirements:

The Practical Nursing Program functions under the Career, Technical and Adult Education Program of the Gadsden County School Board. It is approved by state agencies, namely, the state Department of Education and the Florida Board of Nursing. As this program is approved by both agencies, graduates are eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Upon passing the NCLEX-PN, the Florida Board of Nursing will issue a license to practice as a Licensed Practical Nurse in Florida and multiple other states. Faculty members are registered nurses licensed by the state of Florida Board of Nursing. Faculty members consider students to be dedicated learners who will assume responsibility for their own learning and progress throughout the program. Clinical practice is obtained in surrounding hospitals, long term care centers, physician offices and other area healthcare facilities.

All Applicants:

1. Must have completed at least four years of high school or the equivalency thereof (GED), or a high school senior who will turn 18 years old before completing the Practical Nursing Program. All high school seniors must have met all high school graduation requirements before entering into the nursing program. (All applicants under 18 must have parent/legal guardian consent to enroll.)
2. Must be able to read, write and speak the English language.
3. Must provide a copy of an official form of identification. (Example: Driver's License, State ID)
4. Must submit an official sealed/unopened transcript from last school attended.
5. Must submit applications to both the School of Practical Nursing and Gadsden Technical Institute (GTI application only required after acceptance into the nursing program. No action required at this time). Applications are available on the schools website at www.gadsdentech.org
6. Must take the T.A.B.E. as part of the admission process (if you do not have an AA Degree or higher).
7. Must take the nursing entrance exam (ATI-TEAS) prior to admission.
8. Must submit three current reference letters.
9. Must have up to date physical and immunizations.
10. Must undergo Level II Background Screening. (This screening process will be directed by the Program's staff at a later date. No action is required by the applicant at this time.)
11. Must undergo random Drug Screening. (This screening process will be directed by the Program's staff at a later date. No action is required by the applicant at this time.)
12. Must attend mandatory new student orientation. (Orientation will be directed by the Program's staff at a later date. No action is required by the applicant at this time.)

Successful application submission is dependent upon meeting all the requirements.

DETAILED INFORMATION OF PROGRAM REQUIREMENTS

Requirements Details:

Note: Application and all supporting documents must be submitted prior to or by the deadline date (July 12, 2021). Late and/or incomplete packets will not be considered.

➤ **TRANSCRIPTS:**

Applicants are required to show proof of an academic high school diploma or general equivalency diploma (GED). An official transcript (sealed/unopened) from last school attended must be submitted with admission packet.

➤ **TESTING:**

The admission process includes T.A.B.E. testing for all Practical Nursing applicants, a grade equivalent of 11 must be obtained prior to completion of the program in mathematics, reading and language. A copy of your T.A.B.E. results should be submitted with your admission packet. High School seniors are *not* required to take T.A.B.E. The fee for the T.A.B.E. exam is \$20.00. Fees may be paid the day of the exam. Applicants with an AA Degree or higher as verified by an official transcript are exempt from the T.A.B.E. exam.

Practical Nursing Applicants must also take the nursing entrance exam (ATI-TEAS). The desired proficiency level score is a minimum of 58%. A copy of your ATI-TEAS results should be submitted with your admission packet. You must register for the exams. The fee for the ATI-TEAS exam is \$75.00. Fees may be paid the day of the exam.

Both exams are offered at GTI. For more information on the dates and times, you may contact the school at (850-875-8324).

- ❖ Study guide and / or practice test for ATI-TEAS can be purchased at www.atitesting.com
- ❖ Practice test for TEAS can be found on www.teaspracticetest.com

➤ **REFERENCES:**

Applicants must submit three current reference letters: two professional references (recent employers, former teachers, counselors, etc.) and one personal reference (may **not** be a family member).

➤ **HEALTH REQUIREMENTS:**

Applicants are required to be in good mental and physical health and must submit proof of a recent medical evaluation (not more than 12 months old; see attached form). If after acceptance, a student's health status changes, further documentation may be required stating the student is mentally and physically able to continue the Program. Applicants are also required to provide proof of the following current immunizations:

- ☑ Tetanus, within the past 10 years (Td or Tdap).
- ☑ MMR x2 (given on or after the applicant's first birthday). Official documentation of immunity is also acceptable.
- ☑ Hepatitis B series.
- ☑ Varivax x2. Official documentation of immunity (titer results) is also acceptable.
- ☑ PPD/Tuberculin test within past 12 months (a TB blood test is preferred)*
*PPD/Tuberculin skin testing is valid for one (1) year from date of administration. Students who test positive for tuberculosis must show proof of a negative chest x-ray to satisfy this requirement.
- ☑ Flu Vaccine (within 12 months) is recommended.

➤ **BACKGROUND SCREENINGS:**

A Level II criminal background screening is required once accepted into the program. Students must have a clear background in order to participate in the mandatory clinical rotation, as well as to obtain licensure.

Please note that clearance of background screening for clinical facilities is not a certainty that the Florida Board of Nursing (FBON) will approve testing for licensure. Applicants are encouraged to visit the FBON website at <http://www.doh.state.fl.us/mqa/nursing/> for information regarding licensure requirements prior to beginning the application process.

➤ **DRUG SCREENING:**

Drug screening is not required prior to admission into the program. However, all students must submit to random drug screenings after entering the Practical Nursing Program and prior to having access to the clinical health care facilities utilized in the Program. This is a Joint Commission on Accreditation of Healthcare Organizations (JCAHO) requirement demanded of all acute care.

➤ **MEDICAL CERTIFICATION:**

Points will be given to any applicant who holds a current medical certification (i.e. CPR, medical assistant, phlebotomy, etc...). Submit a photo copy of the certification with this application.

➤ **INTERVIEW:**

After the completed admission packet has been submitted (and the applicant has met minimum qualifications), an interview with the Nursing Program Coordinator and/or designated faculty member(s) will be scheduled. All interviews will be completed before acceptance into the program.

➤ **NEW STUDENT ORIENTATION:**

After being accepted into the Practical Nursing Program, a mandatory new student orientation will be scheduled. This orientation provides the students with an overview of Gadsden Technical Institute (GTI) and the, specific program's code of conduct, available financial assistance, and general GTI campus information. This is also an opportunity for applicants to ask questions about the school and the nursing program.

ADDITIONAL INFORMATION

LENGTH OF PROGRAM:

The program is divided into five (5) Terms equaling 1,350 hours, and takes approximately 11 ½ months to complete.

COST OF PROGRAM:

The cost of the Practical Nursing Program is approximately \$ 7,800.00. (**Note: This amount is subject to change**). Payments are divided into a three-payment blocks and are due at the beginning of each payment block without exception.

FINANCIAL ASSISTANCE:

Financial assistance may be available. For more information contact the Job Development Counselor, Mrs. DuPont-Bradwell at 850-875-8324, Ext. 5103.

CLASS/CLINICAL TIMES:

Practical Nursing classroom hours are: 8:00 AM – 3:30 PM, Monday -Friday

All clinical days and hours may vary from: 6:45 AM – 2:45 PM and/or 2:45 PM – 10:45 PM

ACCEPTANCE:

Applicants must successfully complete all of the required criteria and have all relevant documentation on file with Gadsden Technical Institute and the Nursing Department by the specified deadline date on the admission packet. Meeting the criteria for selection does not guarantee admission to the Nursing Program. Final selection will be based on the qualified applicant pool and space available.

Applicants who have met the requirements for admission will be placed into a selection pool and chosen based on a defined point system and the number of available seats. In the event the number of eligible applicants exceeds the number of seats available and/or a tie occurs, a random lottery-type selection system will be used.

APPLICATION:

Electronic applications are available at: www.gadsdentech.org

For paper applications, ensure documentation is clear and legible. If handwritten please print using black ink. Document N/A if a section does not apply to you. Answer all sections accurately and completely. All pages of the application must be returned. The admission packet may be returned to the front office at Gadsden Technical Institute or mailed to:

*Gadsden Center for Health Education
School of Practical Nursing
AT
Gadsden Technical Institute
Attn. Doris Drake
201 Martin Luther King, Jr. Blvd.
Quincy, Florida 32351*

Or

Emailed to: draked@gcpsmail.com