Central Campus Application for ADN-RN Program This application and this checklist must be filled out completely and submitted to the Associate Degree Nursing Department you have selected during the application period for the semester you want to attend. You must submit to the ADN-RN Office Central Campus (C-11.1059/1057) all of the items listed below for review by mail or in person between 9:00 – 4:30 pm, Monday - Thursday. Additionally all applications must be emailed directly to: linda.navejar@sjcd.edu or ira.robins@sjcd.edu. Do not email your social security number.

If you are mailing in your application, it must be received by the last day of the application period. It is the responsibility of the student to confirm that your application has been received and accepted in the Associate Degree Nursing Office. Incomplete application submission packets will not be accepted. Address for submission are as follows:

**Mail Submission:**
Associate Degree Nursing  
San Jacinto College Central  
8060 Spencer Highway  
Bldg. 11, Office C-11.1059  
Pasadena, TX 77505

**Hand Delivered Submission:**
Central Campus:  
Nursing Office: Office C-11.1059  
9:00am – 4:00pm (Monday – Thursday)  
(O) 281-476-1501 ext. 1440 (A-K) or ext. 1441 (L-Z)  
(E) ira.robins@sjcd.edu A-K  
(E) linda.navejar@sjcd.edu L-Z

Students applying for admission to the Associate Degree Nursing program must complete the following steps:

1. Apply to San Jacinto College at the following website (www.sanjac.edu)
2. Submit official copies of all non-San Jacinto College transcripts to the Office of Enrollment Services.
4. Submit official sealed transcripts to the ADN-RN office along with ADN-RN application.  
   Program pre-requisites: (no more than two allowed in progress prior to start of Fall/Spring semester)
5. Complete Certified Background profile the cost is $57.00.
6. The code for Certified Background is NP76.
7. Complete drug screen, must be completed during application period through Certified Background.
8. Submit immunization/titer documentation to Certified Background.
9. Submit copy of your signed front & back Healthcare Provider CPR card from the American Heart Association to Certified Background (must not expire during the program).
10. Submit HESI A2 Scores with your application. You are allowed only two (2) HESI test submissions, no more. Please go to the website for the most current dates:  
    http://www.sanjac.edu/apply-register/overview/testing
11. Once accepted into the Program applicant will be required to pass a physical exam.

Certified Background Information: 888-914-7279 or epservicedesk@certifiedprofile.com to create a profile and upload documents. Please list all sealed transcripts you are submitting with this application:

*A Hybrid course is online/classroom activity delivered through a combination of web-based and classroom activities. Clinical Rotations are assigned to the ADN Program by the hospitals.*
Applications will be accepted on the dates specified. This application packet must be complete upon submission:

Please initial all boxes as each item is accounted for:

1. Apply to San Jacinto College (if not already done)

2. Submit Transcript(s) to Enrollment Services (if not already done)
   - Once all official transcripts from all colleges/universities previously attended have been received, you must visit or call Enrollment Services at 281-476-5101 ext. 1044 (Central) to request a Transcript Evaluation. You are not permitted to submit your ADN Application until all of your transcripts have been evaluated by Enrollment Services. This information is verified in the ADN Office when you submit your application.

3. Submit ADN application to the ADN Office Central (C-11.1059).
   - Including Texas BON Statement Form, Disclosures Form, Clinical Acknowledgement Form & Texas of BON Licensure Eligibility Form.

4. Submit official sealed transcripts to the ADN Office with ADN application.
   - If you have courses in progress, please make sure your official transcript will show which courses you have in progress. If you request a transcript after you have paid for the courses, the transcript will reflect which courses are in progress.
   - Note: There are very few colleges that will not issue official transcripts to students. If you have attended one of these colleges, please email the nursing office of application choice the name of the college. Once confirmed they will not issue the official transcript to you, you will be emailed an alternative delivery method.

5. Complete drug screen through Certified Background.

6. Submit immunization/titer documentation to Certified Background.
   - Ensure your flu vaccination states it is the 2016-2017 vaccine or has the vaccine expiration date on the document.
   - Ensure your TB Skin Test shows both the date it was placed/administered and the date it was read.
   - Chest X-Ray required IF you have ever had a positive TB Skin Test and/or BCG vaccine
   - Below is a list of immunizations you must provide proof of:
     - Tdap (Tetanus, Diphtheria, and Pertussis) [must be administered no later than 2007]
     - Chest X-ray if you have had a positive TB Skin Test [within the past year]
     - Seasonal Flu shot [2016-2017 date] or proof of allergy to the flu shot
     - MMR Series
     - Varicella Series
     - HEP B series (must have third dose prior to clinical which is 8B part of term date TBA)
   - Titters (MMR, Varicella, HEP B) please see Immunization FAQ’s for more information

8. Submit copy of your signed front & back Healthcare Provider CPR card from the American Heart Association to Certified Background.
   - Must not expire during the program.

9. Submit copy of HESI A2 scores.
   - Applicants must achieve a score of 75% or higher in each section and subsections: reading comprehension, grammar, vocabulary, mathematics, and anatomy & physiology. Subsections include: Meaning-Word Use, Conclusions, Implications, Understanding.
   - Central Campus Testing Dates available at: http://www.sanjac.edu/apply-register/overview/testing

10. Submit current documentation of Healthcare Insurance coverage.
    - The applicant must upload insurance documentation to Certified Background indicating healthcare coverage to enter program. Form is available on Certified Background.

11. Upon acceptance into the program,
    - The applicant must upload physical form to Certified Background indicating fitness to enter program. Form is available on Certified Background.
Date __________________ Application for __________________ Campus: __________________

You are urged to give careful consideration on this form. It is to your advantage to complete the entire form accurately.

Must be typed/printed out, as well as emailed Social Security Number __________________________ (do not email)

Full Name ____________________________________________________________________________

Last       First       Middle       Maiden

Address ____________________________________________

Number/P.O. Box       Street       City       State       Zip

Home Phone _______________ Cell __________________ Work __________________

Active Email (required): ___________________________ Date of Birth _____________________________

Insurance □ yes □ no Name of Insurance Company: ___________________________

INSURANCE IS REQUIRED TO START THE NURSING PROGRAM

HESI A2 Scores: Cumulative (Overall) Score: __________% (Add your highest scores on the 6 sections below and divide by 6)

To satisfy all HESI A2 requirements, the subsections of Reading Comprehension must also be 75% or higher. Those subsections are: (1) Meaning/Word use (2) Conclusions (3) Implications (4) Understanding

Reading Comprehension: __________% Grammar: ________% Math: ______%

Anatomy & Physiology: __________% Vocabulary: _____%

College(s) attended including San Jacinto College, if applicable. (Please list all sealed transcripts you are submitting with this application as well.)

<table>
<thead>
<tr>
<th>Name of School</th>
<th>City/State</th>
<th>Sealed Transcripts (Y/N)</th>
<th>Courses in Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Enrollment Information: (Please respond yes/no to “A” or “B”)

A. New Student (no courses at SJC): __________   B. SJC Courses Completed: _______________________

If A, list most recent college attended: ________________________________

Have you ever been enrolled in an RN program: □ yes □ no
Texas Board of Nursing Licensure Eligibility

All applicants must have a clear criminal background to be eligible for licensure with the Texas BON.

To check your eligibility for licensure, please review the following:

Have you…
1. Been convicted of a misdemeanor?
2. Been convicted of a felony?
3. Pled nolo contendere, no contest, or guilty?
4. Received deferred adjudication?
5. Been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
6. Been sentenced to serve jail or prison time or court-ordered confinement?
7. Been granted pre-trial diversion?
8. Been arrested or have any pending criminal charges?
9. Been cited or charged with any violation of the law?
10. Been subject of a court-martial; Article 15 violation; or received any form of military judgment, punishment, or action?

NOTE: You may only exclude Class C misdemeanor traffic violations

Expunged and Sealed Offenses:

While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed, it is your responsibility to ensure the offense, arrest, ticket, or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to our office with your application. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, will at a minimum, subject your license to a disciplinary fine. Non-disclosure of relevant offenses raises questions related to truthfulness and character of the Nurse.

Orders of Non-disclosure

Pursuant to Tex. Gov't Code §552.142(b), if you have criminal matters that are the subject of an order of non-disclosure, you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure may become a character and fitness of duty issue. Pursuant to other sections of the Gov't Code Chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is subject of an order of non-disclosure. If the Board discovers a criminal matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board may require you to provide information about any conduct that raises issues of character.

*Are you currently the target or subject of a grand jury or governmental agency investigation?

*Has any licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you? (You may exclude disciplinary actions previously disclosed to the Texas Board of Nursing on an initial or renewal licensure application)

*Within the past five (5) years have you been diagnosed with, treated, or hospitalized for schizophrenia and/or a psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder? (You may answer "No" if you have completed and/or are in compliance with TPAPN for mental illness OR you've previously disclosed to the Texas Board of Nursing and have remained compliant with your treatment regimen and have had no further hospitalization since disclosure)

*In the past five (5) years, have you been addicted or treated for the use of alcohol or any other drug? (You may answer "No" if you have completed and/or are in compliance with TPAPN)

*Pursuant to the Occupations Code §301.207, information, including diagnosis and treatment, regarding an individual's physical or mental condition, intemperate use of drugs or alcohol, or chemical dependency and information regarding an individual's criminal history is confidential to the same extent that information collected as part of an investigation is confidential under the Occupations Code §301.466.
Disclosures

My signature acknowledges that I have read and understand the following disclosures:

ACKNOWLEDGMENT OF ADN-RN ADMISSION CRITERIA

I have read the Associate degree nursing information packet dated: 201710

ACKNOWLEDGMENT OF ADN-RN IMMUNIZATION SCHEDULE

I have read the ADN-RN Immunization schedule

ADN-RN STUDENT ORIENTATION

I understand that I will be required to attend a mandatory one day ADN Student Orientation. Date/Time of Orientation will be provided in the Acceptance letter

CLINICAL ACKNOWLEDGEMENT FORM

I understand that clinical assignments are made based upon availability of positions given by clinical affiliates. I further understand clinical assignments are assigned without regard to transportation, childcare or employment. I also understand some clinicals may be assigned on a day or times that may conflict with religious practices. All clinical assignments are tentative until clinical orientation has been completed. The only consideration will be for documented course conflicts.

THEORY AND CLINICAL COURSE ASSIGNMENT

I understand that I am restricted from (theory and clinical course assignments) changes.

*** Signature       ________________________       Date

***A signature is required ***
The signature portions of the application must be signed not typed.
Typing the signature portions will invalidate your application.
**Associate Degree Nursing Admission Scoring Rubric**

**The minimum score required to apply is 5. The maximum score possible is 30.**

### 1. GRADES:

<table>
<thead>
<tr>
<th>Course</th>
<th>Grades</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. ENGL 1301 <em>(we will not accept ENGL 1302 or ENGL 2311)</em></td>
<td>A B C</td>
<td>A B C</td>
</tr>
<tr>
<td>b. MATH 1314 or higher <em>(Statistics not acceptable)</em></td>
<td>A B C</td>
<td>A B C</td>
</tr>
<tr>
<td>c. BIOL 2301 AND BIOL 2101 OR BIOL 2401</td>
<td>A B C</td>
<td>A B C</td>
</tr>
<tr>
<td>d. BIOL 2302 AND BIOL 2102 OR BIOL 2402</td>
<td>A B C</td>
<td>A B C</td>
</tr>
<tr>
<td>e. BIOL 2320 AND BIOL 2120 OR 2420</td>
<td>A B C</td>
<td>A B C</td>
</tr>
</tbody>
</table>

### 2. If you repeated BIOL 2301/2102/2302/2102/2320/2120 due to a "D" or "F" grade, subtract 2 points.  

-2

If you have 2 or more failures in any RNSG course, you are not eligible to apply to the program until 2 years (after the most recent failure) have passed.  
*Example: Failures in Spring 2014 or later render you ineligible to apply Spring 2016 for the August 2016 start date.*

### 3. HESI EXAM

Composite Score: ____________

Note: If you’ve taken the HESI more than once, add the highest scores on the six sections we require – then divide by six to obtain your composite score.

<table>
<thead>
<tr>
<th>Section</th>
<th>Score Range</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Reading Comprehension</td>
<td>≥75%</td>
<td>75% - 1 point</td>
</tr>
<tr>
<td>2) Grammar</td>
<td>≥75%</td>
<td>76-80% - 2 points</td>
</tr>
<tr>
<td>a) Meaning-Word Use</td>
<td>≥75%</td>
<td>81-85% - 4 points</td>
</tr>
<tr>
<td>3) Vocabulary</td>
<td>≥75%</td>
<td>86-90% - 6 points</td>
</tr>
<tr>
<td>b) Conclusions</td>
<td>≥75%</td>
<td>91-95% - 8 points</td>
</tr>
<tr>
<td>c) Implications</td>
<td>≥75%</td>
<td>96-100% - 10 points</td>
</tr>
<tr>
<td>d) Understanding</td>
<td>≥75%</td>
<td></td>
</tr>
</tbody>
</table>

### 4. Overall GPA

San Jac (if applicable) & all other schools: ____________

<table>
<thead>
<tr>
<th>GPA Range</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.50 - 2.79</td>
<td>1 point</td>
</tr>
<tr>
<td>2.80 - 3.00</td>
<td>2 points</td>
</tr>
<tr>
<td>3.01 - 3.39</td>
<td>3 points</td>
</tr>
<tr>
<td>3.40 - 3.50</td>
<td>4 points</td>
</tr>
<tr>
<td>3.51&lt;</td>
<td>5 points</td>
</tr>
</tbody>
</table>

Meeting minimum requirements does not guarantee admission into the Associate Degree Nursing Program.  

TOTAL: ____________

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*201710 Application for Associate Degree Nursing*
Texas Board of Nursing Statement Form

Name: ____________________________________________
(Please Print)

Please read the following statement and sign below.

The applicant who has been convicted of a felony, implicated in substance abuse or involved in activities considered inappropriate by the Board of Nursing for the State of Texas is not eligible to apply to the Associate Degree Nursing Program until he or she has received a declaratory order from the Texas Board of Nursing granting permission to write the NCLEX-RN. This form is available at http://www.bon.state.tx.us/olv/pdfs/DOapp.pdf. The Board’s statement of eligibility must be submitted to the Associate Degree Nursing Department Chairperson/Coordinator. The prospective student is responsible for obtaining a “Petition for Declaratory Order.”

I, ____________________________________________, have read and understand this statement.

Date: _____________________________________________________________________________

My signature acknowledges that I have read the Texas Board of Nursing Licensure eligibility statements. I further acknowledge that I have initiated the Declaratory Order process, if applicable, and will communicate the outcome to the nursing program.

*** Signature _____________________________________________________________________ Date _______________________________________________________________________

Desktop/2015 applicants/website/new information/201710 Application for Associate Degree Nursing