



ASSOCIATE DEGREE NURSING PROGRAM

Eligibility & admission requirements

Eligibility & admission requirements

You must apply online and be formally accepted into the associate degree nursing program. This program has limited enrollment and a selection process for admission into the program.

Application dates

Submit the online application from Oct. 1-March 1. Application deadline date is March 1 for fall enrollment. Applicants are notified approximately two weeks after application deadline date whether or not accepted into the program.

Application process

All applicants interested in the program must meet in person with a Sandburg nursing advisor before applying to the program. Make an appointment early in the process, and complete steps 1-2 before making an appointment with a nursing advisor.

STEP 1

If you've never attended Sandburg, complete an application for general admission to the college, review the how to apply section of the website and, if desired, apply for financial aid.

STEP 2

Complete the college placement exam, if applicable.

STEP 3

Schedule an appointment and meet with a nursing advisor before applying.

STEP 4

Schedule and take the TEAS pre-admission exam. You may wish to purchase the TEAS study guidebook, and review it prior to taking the TEAS exam. You can take the TEAS exam before or after submitting the online program application; however, you must complete the TEAS exam by the March 1 application deadline date to meet program selection criteria. You can't take the TEAS exam more than three times in a 12-month period. In lieu of TEAS, you can submit a valid SAT or ACT score (must be taken within the past five years).



STEP 5

Complete steps 1-3 before completing the nursing program's online application. Complete the online nursing application, and submit it between Oct. 1-March 1.

STEP 6

After submitting the online nursing program application, pay the \$50 application fee, which is nonrefundable, to the Business Office. Your nursing program application won't be reviewed until you've paid the application fee. You need to obtain the application fee form from your advisor.

Admission requirements

All applicants must meet the following nursing program admission criteria for selection review:

1. Complete all the steps on the Program Application Checklist by application deadline date.
2. Must choose **one**:
 - Valid TEAS score (within past two years)
 - Valid SAT or ACT score (within past five years)
3. The following courses must be completed with a grade of "C" or higher before entering the second year of the associate degree nursing program:
 - ENG 101-Freshman Composition I
 - PSY 101-Introduction to Psychology

For student success in the nursing program we strongly advise prior to entering the associate degree nursing program to take the following courses:

- BIO 211-Anatomy & Physiology I
- BIO 212-Anatomy & Physiology II
- BIO 200-General Microbiology

Admission process

Only those applicants who submit the online program application by deadline date and have met all admission requirements are considered for selection review. All qualified applicants are evaluated according to a point system that allows an objective means for selection ranking. Applicants with the highest point totals are selected first. Refer to the admission selection points worksheet for ranking criteria.

Applicant admission statuses based on applicant pool ranking and eligibility of admission criteria include:

- Conditionally admitted



- Placed on the alternate list
- Denied admission

You'll be notified approximately two weeks after the application deadline date whether you're accepted into the associate degree nursing program. If you receive conditional admission or alternate status into the program, you'll be notified by email. If you're denied admission, you'll be notified by mail.

If you're conditionally admitted, you'll have 14 calendar days from the date of your conditional admission email to pay the \$50 seat fee (intent to enter) to the Business Office to hold your seat in the nursing program. The \$50 seat fee is applied to your tuition or refunded directly to students after financial aid refund. Your seat fee form is included with your conditional admission email. If you accept your seat and withdraw for any reason, you'll forfeit the seat fee. Alternates are requested to pay their seat fee if their status changes to conditionally admitted.

Conditionally admitted applicants and those on the alternate list must attend the mandatory admission orientation session as indicated in your admission status email. The orientation program helps you with all the necessary nursing program requirements for full admission status. Those conditionally admitted who don't register for and attend the mandatory admission orientation session forfeit their conditional admission and their seat is offered to an alternate. Alternates who don't register for or attend the mandatory admission orientation session forfeit their alternate position.

If you're accepted, you must possess healthcare provider CPR certification throughout the program, show proof of immunizations and required titers, TB test, physical examination, criminal background check and drug screen. You're responsible for all fees incurred, in addition to tuition. Refer to the Associate Degree Nursing Program cost sheet. Findings on the criminal background check and drug screen may void conditional admission and prevent entrance to the program. Findings on the physical examination and drug screen may prevent placement at the clinical sites.

Full admission status will be provided after the conditionally admitted applicant attends the mandatory admission orientation session, appropriately completes all program requirements and submits all required admission documents by the designated deadline. Applicants not admitted to the program, including applicants placed on the alternate list and no spaces became available, will not carry over application files to the next year. Each applicant needs to complete the application/admission process again for the next admission year.