NORTHERN ESSEX COMMUNITY COLLEGE

CHECKLIST FOR
PRACTICAL NURSING (PN) CERTIFCATE APPLICANTS
Fall 2028 Admission

Dear Applicant:
This checklist will enable you to create a personal record of the documents/activities you have completed towards applying to the Practical Nursing Program.

Admission Information and Important Application Dates:

- Deadline to request criteria review is the last Monday in August, 8/30/27
- Program application will open on the 4th Monday in September at 9AM, 9/27/27
- After 9/27/27, applications will be reviewed and processed as they are received and until the cohort and waitlist have filled.

Admission to the Practical Nursing (PN) Program is competitive and seats are limited. After having met with a health program academic advisor to verify completion of all admission requirements, applicants will be provided access to the online application to be considered for admission. Seats fill quickly for program admission and the primary waitlist.

The information below reflects the MINIMUM standards and requirements to be considered for admission.

Academic Advising:
Individuals interested in applying to the Practical Nursing Program are encouraged to meet with an academic advisor to answer questions.

☐ **Application for admission** (if you are a new student or have not been enrolled for the previous three years) Major Choice: **General Studies: Health Specialization**, **Interest in Practical Nursing.**

☐ Official **high school transcript**(s) showing evidence of high school graduation, or the equivalent with passing GED or HiSET scores*.*

☐ Official **college transcript(s) if transfer credits are being requested. GPA 2.0 or higher.**

☐ **Science courses required to apply**: College level Anatomy and Physiology I with lab, with a grade of 'C' or higher and College Level Anatomy and Physiology II with lab, with a grade of 'C' or higher. Both A&PI and A&PII**,** regardless of where taken, and used to meet the admission criteria for the ADN Program, can only be taken a total of **<u>two times each</u>** to earn the required "C" or higher grade.

NOTE: All sciences that are required, as part of the program, must be completed within the five (5) years prior to the anticipated start date of the nursing program to count as credits towards completing the program. **If sciences are more than 5 years old, they must be retaken to meet nursing program admission standards AND to meet the program requirements for other coursework e.g. nursing pre-requisites. <u>A 5yr. science waiver will not be granted</u>. This means any A&PI, and A&PII courses completed before fall 2023 must be retaken to meet application and program completion requirement.**

☐ Must attend a **Mandatory Nursing Information Session** between Fall 2026 and Summer 2027. For Information Session dates, please reference the Associate Degree Nursing webpage.

☐ **Completion of the Test of Essential Academic Skills (TEAS) within the last 5 years**. Applicants must achieve the following minimum score each content area: See attached TEAS FACT SHEET.

TEAS Reading	**58%**
TEAS Mathematics	**55%**
TEAS Science	**43%**
TEAS English	**54%**

An applicant may take the TEAS test a maximum of two times during an admission cycle. Should a retest be required, there is a two-week minimum for remediation between tests. The most recent test results will be used for that academic year only (see FAQ #12). We do not combine TEAS scores from multiple tests. **The TEAS test used to meet the criteria can only be taken in-person at Northern Essex Community College on the Haverhill or Lawrence Campus. We no longer accept remotely proctored exams or tests completed at another college**

☐ Completion of HES 102 Learning Strategies for Success in Health Care Careers course. Students must attain a "C" or higher for admission to the program. Waivers for HES 102 will not be granted.

IMPORTANT FINAL STEP:

☐ Request for final review of criteria – To be eligible to apply to the Practical Nursing program, all of the above criteria must be complete. To be considered for application to the Practical Nursing program for fall 2028, all prospective applicants must email **healthprogramadmissions@necc.mass.edu.**

ADDITIONAL PROGRAM INFORMATION

Good Academic Standing: All students applying to the Practical Nursing Program must be in Good Academic standing based on NECC Academic Standards and Progress Policy.

Program Capacity
The Practical Nursing option has a limited number of seats.

NOTE: Computer Requirements
All students are required to have a Windows compatible laptop (not a tablet or Chromebook) for test taking.

Wait List Status
A wait list is created for qualified Practical Nursing applicants who are not initially accepted into the program. In general, the wait list is up to 50% of the program capacity. Applicants are admitted to the program from the waitlist on a space available basis. Students who are placed on the wait list, and for whom a seat does not open during the current admission cycle, are given first option on admission for the following year. Applicants can only defer acceptance one time before being required to reapply. **Applicants who are accepted or are on the waitlist are also required to attend Orientation, no exceptions**.

If there are significant changes in the admission criteria, applicants on the waitlist may be required to comply with the new criteria. This decision is at the sole discretion of the academic program faculty.

Health Requirements
Information regarding the College's health requirements will be sent to you upon your acceptance to the program.

Information about the Program's Technical Standards that describe the physical and behavioral characteristic required to successfully complete the program are available at our website, and we encourage you to review these as soon as possible.

CPR Certification
All students in the Nursing Program are required to hold CPR certification at the Health Care Provider or Professional Rescuer level. Evidence of current certification is required before a student is allowed to participate in clinical education courses, and certification must be maintained throughout the program.

Criminal Offender Record Information (CORI) and Sex Offender Record Information (SORI)
Students interested in participation in an academic program that involves working with children, the disabled, or the elderly, or a cooperative education experience or a program that includes a clinical affiliation with a private or public health care provider, may be required to undergo a Criminal Offender Record Information (CORI) check, a Sex Offender Registry Information (SORI) check, and/or a Criminal History Record Information (CHRI) check. Students will need to provide a government issued photo identification and sign a release form allowing the college to view the student's CORI or SORI reports. Depending on the contents of a student's CORI or SORI reports, participation in an academic program or a cooperative education experience or a clinical or practicum affiliation related thereto, may be denied. CORI checks may be performed pursuant to Mass. General Laws, Chapter 6, Sections 172(C), and consistent with guidelines promulgated by the Executive Office for Health and Human Services, and/or the Commonwealth's Department of Public Health. SORI checks may be performed pursuant to Mass. General Laws, Chapter 6, Section 172(C). CHRI checks may be performed based on the NH Code of Administrative Rules and state statutes to include RSA 106-B: 14 and RSA 106-B: 7, 1(b). For more information, contact Program Coordinator.

Clinical Affiliate Random Drug & Alcohol Screening Analysis Notification to Students

Please be advised that students enrolled in the following Health Professions programs are required to undergo and pass a drug screening analysis in order to be eligible for placement in a clinical facility. Students who are assigned to clinical education experiences at certain clinical facilities will be required to undergo and pass an additional random drug screening analysis in order to remain at that clinical facility. **Students who either fail to pass, or refuse to submit to, or fail to report within the required time frame for a drug screening analysis will be ineligible for clinical placement which in turn will affect their status in the program**. Health Profession programs that require drug screening analysis include: Dental Assisting, Paramedic Technology, Medical Assisting, Associate Degree Nursing, Healthcare Technician, Practical Nursing, Radiologic Technology, Sleep Technology, Respiratory Care, Public Health, Community Health Worker, Medical Coding, Medical Billing, and Medical Office Assistant.

Information about Licensure

The Massachusetts Board of Registration in Nursing (Board), as a regulatory agency of state government, protects the health, safety and welfare of citizens of the Commonwealth by licensing qualified Registered Nurses and Practical Nurses in accordance with Massachusetts General Laws Chapter 112, sections 74, 74A and 76, and Board Regulations at 244 CMR 8.03 and 8.04. The initial applicant with one or more criminal conviction(s), and/or with past pending disciplinary action against a professional/trade license/certificate must be evaluated for compliance with the "Good Moral Character" licensing regulation.

Applicants are directed to further information regarding determination of Good Moral Character by accessing the Board website.

Individuals with a court record or a criminal conviction may wish to contact the Board(s) of Registration in Nursing in any state in which they plan to work for guidelines in determining "good moral character," before entering the nursing program. This will allow the individual to make an informed decision about choosing to pursue nursing education at this time.

Affirmative Action

For information on Affirmative Action Policy: https://www.necc.mass.edu/employment/statement-non-discrimination/

CORE Academic Skill

Starting in the fall of 2014, any student enrolled in an associate degree program who is new to NECC and has no academic history at the college, must take at least one course designated as intensive in each of NECC's six core academic skills to graduate. In most cases, the program's core required courses include these intensive courses. Plan to see an advisor for more complete information about this graduation requirement.

PRACTICAL NURSING PROGRAM
TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS)
FACT SHEET

1. **What is the Nursing Program Admission Test?**

This test is an assessment of an applicant's scholastic aptitude. It is designed to predict academic readiness of an applicant prior to admission into the Nursing Program. The specific test used by NECC is the Test of Essential Academic Skills (TEAS).

2. **Where can I take the test?**

The TEAS Test used to meet the criteria for review can only be taken at Northern Essex Community College at the Academic Placement and Testing Center on the Haverhill Campus or Lawrence Campus.

Only 2 attempts to obtain above scores allowed per each admission period and recommended a minimum of two weeks for remediation between tests. The most recent results will be considered.

3. **What academic content areas will I be tested on?**

The TEAS consists of four content areas: **Math, Reading, English, and Science**.
The **Math** subtest covers whole numbers, metric conversion, fractions and decimals, algebraic equations, percentages and ratio/proportion.
The **Reading** subtest covers paragraph comprehension, passage comprehension, and inferences/conclusions.
The **English** subtest measures knowledge of punctuation, grammar, sentence structure, words and spelling.
The **Science** portion of the test covers scientific reasoning science knowledge, biology, chemistry, anatomy and physiology, basic physical principles and general science.

4. **Are there essay questions on this test?**

No. This is an on-line test, consisting of all multiple-choice questions.

5. **How long will it take me to complete the TEAS?**

This test will take approximately four hours. Each of the four content area tests must be completed within a specified time.

6. **Is there a particular score I must achieve on the TEAS?**

You must achieve a minimum score of 50% on the individual total score and the following scores on the sub-scales:

TEAS Reading:	**58%**
TEAS Mathematics:	**55%**
TEAS Science	**43%**
TEAS English	**54%**

7. Is there any way that I can prepare for the TEAS?

Yes. There are several options for TEAS test prep offered by ATI: https://www.atitesting.com/teas. There are a limited number of ATI TEAS Study Guides available through the Center for Health Professions for students currently enrolled in courses and pursuing a criteria-based program. The use of the study guides is limited to one month.

8. When will I take the TEAS?

The TEAS is administered on a regular basis. For more information, go to the ATI registration page.

9. Is there a fee to take the TEAS?

Yes. **There is a non-refundable fee of $111.00* for in-person**. Registration and payment for the test are done on-line. For more information, go to our Health Profession Testing site that can be found at https://www.necc.mass.edu/admissions/testing-center/health-profession-testing/

***Note:** Fee subject to change on or after July 1 each year

10. What should I bring with me on the testing date?

- 2 forms of identification including a picture ID.
- Your ATI confirmation e-mail
- Your ATI username and password.

No water, food, calculators, beepers, or cell phones are allowed. As room temperature varies, it is suggested that you dress in layers to accommodate the environment.

11. How will I know how I performed on the TEAS?

Results will be available immediately. Students can access their score reports by logging onto the ATI website.

12. How often can I take the TEAS?

An applicant may take the TEAS test a maximum of two (2) times during an academic year (between September to August). Should a retest be required, the TEAS test may not be retaken sooner than two weeks from the previous test for a total of two times. The most recent test results will be used for that admission cycle only. TEAS tests will not be combined to meet admission requirements.

13. What happens if I miss the test?

If the testing session is missed, you will not be refunded.