

North Seattle College Nursing Program Online Application Instructions

- Applications for the fall 2017 Associate Degree Nursing Program will be accepted:
May 15th at 9:00 AM through June 30th, 2017

Admission to the program will be determined by a lottery of applicants who have completed all program admission requirements and submitted complete applications by **June 30th**. Please refer to the ADN Program Admission Information Packet on the nursing program website for a complete list of admission requirements.

The online application can be completed in advance, but it cannot be paid for and submitted until the application period is open. If you have a problem paying for and submitting your application, please send an email to ADNNorth@seattlecolleges.edu.

Steps to Prepare Your Application:

1. **Apply to North Seattle College** and receive a student ID (SID) and PIN. If you are new to the Seattle Colleges District, you will need to attend START orientation to activate your PIN.
2. **Create your application:** Go to Seattle Colleges District Common Online Application (<http://www.seattlecolleges.edu/nursing/>) and log-in with your SID and PIN. Follow instructions to start the application and choose your program: **North Seattle College**.

****NOTE: The Application will say 'Licensed Practical Nursing (LPN) – with option to continue to Registered Nursing (RN)' – Please disregard the name, this is the ADN Program Application.**

3. **Fill out your Personal, Prerequisite, and Corequisite information.** Courses taken within the Seattle College District may already be filled in. If not, use the "Add A Course" box and fill in Course Number, Location (College), System (Quarter/Semester), Period Taken (fall/win/spr/sum), Credits Awarded, and Grade.

Note: Some required courses are not on the "Add a Course" menu so enter them as follows:

- a) BIOL&160 – General Biology: Enter under Anatomy and Physiology I.
 - b) PSYC& 100 - General Psychology: Enter under Lifespan Psychology.
 - c) Math&146 – Intro to Statistics: This is a required prerequisite, but the space to enter it is in the Corequisite Course Information section under "Add a Coreq Course Here".
 - d) Corequisites English 102/Humanities 105/VLPA Elective: Not required to apply, but may be entered under US Cultures Global Studies category if already completed.
 - e) Human Nutrition: To be taken 1st quarter of nursing program unless already completed.
4. **Upload your documents in Step 6 – Not all items have a specific place to upload, but you can upload them anywhere and we will see them.** You will not be able to "Save and Continue" until you have something uploaded in each of the areas, but you can upload multiple items in each area as needed.
 - a) Criminal History Disclosure form: Fill out the form in the application, click the box marked 'Print and Sign' to print, sign the final page, and upload ALL pages of the form to the 'Criminal Disclosure' section, where documents are uploaded.
 - b) Unofficial transcripts from all prerequisite coursework: Even if you took the courses at North. Make sure the transcripts include your name, college name, quarter completed, and grade.
 - c) Completed Degree Audit: Not needed for coursework taken at North.
 - d) TEAS test results: Upload Adjusted Individual Total score to the "**Entrance Exam**" section– only the first page is required. ****NOTE: Although this says 'HESI A2' test for LPN program, TEAS test is required for ADN application.**
 - e) NAC certification: Must be **unexpired** Washington State DOH Nursing Assistant Certification.
 - f) COLOR copy of your driver's license or other government picture ID.
 5. Your application will now be ready to submit during the application period.