

**Carl Sandburg College of Nursing & Health Professions**  
**Practical Nursing Program - Application Checklist for Students**

Meeting all eligibility criteria for selection does not guarantee admission to the Associate Degree Nursing Program. Admission is competitive and enrollment is limited. Final selection based on applicant pool and ranking point system. You must achieve at least 8 points to be considered for admission to the Practical Nursing Program. Applicants selected are notified approximately two weeks after the application deadline date.

Career and Technical programs/courses are offered without regard to race, color, national origin, sex, sexual orientation, age, disability or status in any group protected by applicable federal, state or local law. Title IX Officer: Michelle Johnson, 309.341.5258. Deputy Title IX Officer: Steve Norton, 309.341.5227. ADA/504 Coordinator: 309.341.5262.

This Checklist is provided for student use. All applicants interested in the Practical Nursing program must meet in person with a Carl Sandburg College Nursing Advisor prior to applying to the program. Be sure to make an appointment early in the process. Complete **Steps 1-2** prior to making an appointment with a Nursing Advisor.

- 1. If you have never attended Carl Sandburg College, complete an application for general admission to the College [Steps-to- enroll](#) and, if desired, apply for financial aid.
- 2. Complete the college placement exam, if applicable.
- 3. Schedule an appointment and meet with a nursing advisor prior to applying.
- 4. Schedule and take the TEAS pre-admission exam. We recommend that you purchase the TEAS study guidebook and review prior to taking the TEAS exam. You may 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 cannot take the TEAS exam more than three times in a twelve- month period. **TEAS exam scores are valid for two years.** In lieu of the TEAS exam, you may submit a valid ACT or SAT score (must be taken within the past 5 years).
- 5. Complete **Steps 1-3** prior to completing the nursing program's online application. Complete the ONLINE Nursing Application and submit October 1 - March 1.
- 6. After submitting the online nursing program application, you need to pay the \$50.00 application fee to the Carl Sandburg College Business Office. The \$50.00 application fee is non-refundable. We will not review your application for admission into the nursing program until you have paid the application fee. You need to obtain the application fee form from your advisor.

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

- 7. You must have one of the following: valid TEAS score (2 years or less) OR valid SAT or ACT score (5 years or less).
- 8. The following courses must be completed with a grade of "C" or higher prior to entering the Practical 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 Practical Nursing program to take the following course: BIO 111 – Anatomy & Physiology Fundamentals.

For those students planning to progress to LPN to RN Articulation in place of BIO 111 you may consider taking both of the BIO courses required for the Associate Degree Nursing program: BIO 211 Anatomy & Physiology I & BIO 212 Anatomy & Physiology II.