Arapahoe Community College: AAS Nursing: PN-RN Application Checklist

This checklist is provided to assist you in gathering all the necessary information prior to completing our online application. This document is for your reference only and is not to be included in the application. Please review all online instructions.

*Please note that incomplete applications will not be considered. No materials will be accepted after the application cycle deadline.

- Apply to ACC. You must be accepted to Arapahoe Community College before applying to this program. If you are not an ACC student, complete the online admission application. Declare the PN to RN. Associate of Applied Science as your degree.
- Unofficial Transcript(s). Upload an unofficial transcript that shows your grade for each of the following classes: ENG1021 or ENG1022, PSY2440, BIO2101, BIO2102, BIO2104, BIO2116, MAT1120 or higher, HPR1010 or HWE1050, and approved GT elective course from Arts and Humanities or Social & Behavioral Sciences. Transcripts must have a minimum combined GPA of 3.0 and each course must have a grade of C or higher. All prerequisite BIO courses must be completed within ten years of the application.
- Copy of your current Colorado LPN License from Colorado Department of Regulatory Agencies (DORA)
- Employment:
    - If it has been more than three years since graduating from your LPN program, you must provide documentation of a minimum of 1,000 hours of LPN employment within the last 3 years. Upload a completed LPN Employment Form for each employer (see attached Form).
    - If three years or less since graduating from you LPN program, you do not need to submit the form
- Signed SARA/COVID Vaccine Acknowledgement. Upload a completed SARA/COVID Vaccine Acknowledgement (attached) Typed signature is acceptable

Transfer Students: If you have taken your prerequisites at another institution you need to have those credits evaluated by ACC Records and Enrollment after you are contingently accepted into the PN-RN nursing program, so that they appear on your ACC transcript. ACC only accepts official transcripts sent to the Records and Enrollment Services Office from the issuing institution. You will have to have your official transcripts evaluated by ACC by a specified date that will be emailed to you if you are accepted into the program.

Records will accept official transcripts electronically or by mail, but only if they are sent directly to ACC Records & Enrollment. Transcripts issued to the student, hand-carried, or faxed cannot be accepted.

- Colleges using electronic transcripts should send transcripts to: records@arapahoe.edu.
- Colleges using paper transcript should mail them to:

Arapahoe Community College
Attn: Records & Enrollment Services - Transcript Evaluator
5900 S. Santa Fe Drive
Littleton, CO 80160

*How to view your unofficial ACC or other CCCS College transcript online:

- Log in to your college portal or [myACC](#)
- Click on the Student tab
- Locate the Degree Requirements information in the center column
- Click the Unofficial Transcript link
- Print to Microsoft PDF, save, and upload with your application OR physically print file and upload

Immunizations, health insurance, BLS card, background check and random drug screening will be required upon acceptance. Any acceptance will be contingent upon completion of these requirements. You will be asked for the following immunization records and given directions for obtaining background check and random drug screening once you are accepted. Please, DO NOT register and complete a background check or urine drug screen until directed to do so:

- COVID-19 vaccine - one dose of J&J or two doses of Pfizer or Moderna and any future boosters required by clinical sites. No titers will be accepted at this time.
- TB Test – PPD test (chest x-ray is only accepted for previous positive test or hx of BCG vaccine).
- Measles, Mumps and Rubella – two doses or lab documentation of positive titer.
- Hepatitis B – three doses or lab documentation of positive titer.
- Varicella (Chickenpox) – two doses or lab documentation of positive titer.
- TDAP – proof of inoculation, within the last 10 years.
- Influenza Immunization – Required annually by October 1st.

*Note that although students may apply for religious exemptions through the college. many of our clinical sites that are required for program completion will not allow student vaccine exemptions. Therefore, unless you have a documented medical reason for not receiving a specific vaccine, all the above vaccines and/or testing will be required