



ADVANCEMENT of LPN to RN NURSING PROGRAM



Application for Admission

Application Deadlines:

May 30—Fall (August) Admission

September 30—Winter (January) Admission



ADVANCEMENT of LPN to RN PROGRAM

APPLICATION CRITERIA & CHECKLIST

(Save or download to your PC then click on Fill & Sign in PDF menu to complete application)

Submission Deadlines:
May 30 – Fall (Aug) Admission
September 30 - Winter (Jan) Admission

Applicants are selected for the Advancement of LPN to RN Nursing Program based on meeting minimum program admission requirements and earning Credit for Prior College-Level Learning (CPCLL) for NSG 117.

STUDENT NAME: _____ **HFC STUDENT ID#** _____

REQUIRED DOCUMENTATION (NAT score report and transcripts must be included with application)

1. _____ **Mandatory Nursing Information Session** hosted by Julie Fountain, Student Success Navigator for Nursing. Date attended within last two years _____.
2. _____ **Nursing Admissions Test (NAT 100/HESI A²) score reports attached.** Minimum score of 80 must be achieved on four subject areas: Reading, Grammar, Vocabulary, Math.
 Scores: Reading _____ Grammar _____ Vocabulary _____ Math _____ Cumulative _____
3. _____ **GPA of 2.7 or higher** calculated on pre-requisite courses listed below. GPA _____
4. _____ **Pre-Requisite Courses** completed prior to application submission with a grade of “C” or better. Indicate if taken at HFC or transfer credit received (include name of institution)

<input type="checkbox"/> ENG 131	Grade earned _____	HFC _____	TR credit from _____
<input type="checkbox"/> PSY 131	Grade earned _____	HFC _____	TR credit from _____
<input type="checkbox"/> MATH 115, 131, 141	Grade earned _____	HFC _____	TR credit from _____
	165, 175 OR 180		
<input type="checkbox"/> HCS 131 OR CIS 100	Grade earned _____	HFC _____	TR credit from _____
<input type="checkbox"/> BIO 233	Grade earned _____	HFC _____	TR credit from _____

 Semester/Year BIO 233 complete _____
5. _____ **Henry Ford College transcript must be attached** (student copy acceptable).
6. _____ **Transcripts from other institutions attended must be attached** (student copy acceptable) verifying transfer credits. Official transcripts must be must be received in the Admissions office and transfer credits recorded on student record prior to application submission.
7. _____ **Total credit hours** completed at Henry Ford College _____.
8. _____ **Nursing Program Admission Application** attached and complete with signature and date.
9. _____ **LPN Verification of Employment.** Must have accumulated a minimum of 2000 working hours.
10. _____ **Copy of current resume.**
11. _____ **Copy of current, unencumbered LPN license.** Expiration date _____.

OPTIONAL SUPPORTING DOCUMENTATION (for additional points – if not applicable, enter N/A)

12. _____ **ACT or SAT** score reports attached. Scores can be obtained from www.act.org or www.collegeboard.org or your high school transcript.
 ACT composite score _____ SAT composite score _____
13. _____ **Previously-earned degree** (must be documented on attached transcripts).
 Associate degree Baccalaureate degree Master’s degree
14. _____ **Health-related licensure or certification** (documentation of certification/licensure attached)

<input type="checkbox"/> Certified Nursing Assistant	<input type="checkbox"/> Certified Medical Assistant
<input type="checkbox"/> Licensed Emergency Medical Technician	<input type="checkbox"/> Licensed Respiratory Therapist
<input type="checkbox"/> Registered Occupational Therapist	<input type="checkbox"/> Registered Physical Therapy Assistant
15. _____ **Military Service** verification attached.

**ADVANCEMENT OF LPN TO RN PROGRAM
ADMISSION APPLICATION**

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PERSONAL INFORMATION			
Last Name:	First Name:	Middle:	
Street Address:	City & State:	Zip Code:	
Cell Phone:	Home Phone:	Date of Birth:	
HFC Student ID#:	Hawkmail address:		
Are you a U.S. Citizen?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
	If No, country of citizenship _____		
EDUCATIONAL INFORMATION			
High School (last attended) _____ City _____ State _____			
Date of Graduation _____ OR Date of GED completion _____			
Colleges Universities Attended:			
	Name	City, State	
	Dates Attended	Degree Earned	
1.	_____	_____	
2.	_____	_____	
3.	_____	_____	
Student Certification and Signature			
I certify that the information I have provided is true to the best of my knowledge. I understand that the policies and procedures published in the Henry Ford College catalog and on the College website (www.hfcc.edu) are the official sources of information for the Henry Ford College Nursing Program. I understand that I must successfully earn CPCLL for NSG 117 within three weeks of application deadline to be seated in this program.			
_____	_____	_____	
Signature (click on "Sign" icon at top of page to enter signature)	Today's Date		
FOR OFFICE USE ONLY			
COURSE	GRADE	SEMESTER/YEAR COMPLETED	HFC OR TRANSFER (TR Institution)
ENG 131			
PSY 131			
MATH 115, 131, 141, 165, 175, OR 180			
HCS 131/CIS 100			
BIO 233			
BIO 234			
CPCLL for NSG 117	Score:	Date of exam:	
Application reviewed by:		Date	

Submit Application Checklist, Admission Application, Verification of Employment and other required attachments in PDF format to Nursing@hfcc.edu between April 1 and May 30 for Fall admission; between August 1 and September 30 for Winter admission.

LPN to RN Program Verification of Employment

Applicants to the Advancement of LPN to RN Program must provide documentation of a minimum of 2000 hours of work experience (equal to one year of full time employment within the last two years) as an LPN/RPN). Students must submit this completed form with their application and may use more than one verification form if employed by multiple employers to accumulate the minimum of 2000 hours.

STUDENT COMPLETES THIS SECTION

First Name	Last Name
HFC Student ID#	

Student Signature

Date

EMPLOYER COMPLETES THIS SECTION

Employer Name
Employer Address
Supervisor Contact Information
Student Dates of Employment FROM: _____ TO: _____
Number of Hours Worked in LPN Capacity
Please Describe the Nature of the Worked Performed (attach a separate page if more space is needed)

Employer Signature

Print Name/Title

Today's Date