OZARKS TECHNICAL COMMUNITY COLLEGE

PRACTICAL NURSING
Application Checklist

APPLICATION DEADLINES:

- **Springfield: April 1st - This cohort begins in the fall semester (August).**
- **Table Rock: August 1st - This cohort begins in the fall semester (B Block - October).**
- **Springfield and Lebanon: October 1st - This cohort begins in the spring semester (January).**
- **Springfield Advanced Hybrid cohort: October 1st - This cohort begins in spring semester (January).**
- **Springfield Campus - Program delivered in hybrid format.**
- **Table Rock and Lebanon - Program is delivered in a traditional seated format.**
- **Location for in-person activities:**
  - **Springfield - OTC Springfield Campus, 1001 E. Chestnut Exp., Springfield, MO**
  - **Table Rock - OTC Table Rock Campus, 10698 Historic Hwy 165, Hollister, MO**
  - **Lebanon - OTC Lebanon Center, 22360 Hwy MM, Lebanon, MO**

The Practical Nursing Program is a selective admission program and admission is determined by a points-based system. Points are accumulated on grades made in Anatomy and Physiology, HESI test score, and references. An incomplete file will notbe considered. Complete the following by the application deadline.

- ❑ Complete OTC admissions process. Visit www.otc.edu/start-here
- ❑ Complete preadmission courses. See Preferred Course Sequence *HERE* for specific requirements.
- ❑ **Official transcripts from accredited schools attended other than OTC must be received before the application deadline.**
- ❑ Submit the Practical Nursing application to the Health Sciences Office **by the application deadline**. Instructions are on the application. Find application information ***HERE***.
- ❑ Submit 3 professional references **by the application deadline**. One reference must be from your Anatomy or Physiology instructor. Visit ***HERE*** for instructions and form.
- ❑ Complete HESI Admission Assessment Exam. Additional information below.
- ❑ The TOEFL is required by student if English is not student's primary language. Additional information below.
- ❑ If applying to the Advanced Hybrid Track (prior CNA/MA/EMT experience required), complete the work verification form **HERE**

HESI ADMISSION ASSESSMENT EXAM:
- ✓ Student is required to apply to the Practical Nursing program to receive instructions on completing the HESI Admission Assessment Exam.
- ✓ Instructions on completing the HESI exam will be emailed to student's OTC email address.
- ✓ This test will be delivered and proctored online.
- ✓ Student will have 4 hours to complete testing.
- ✓ A minimum overall score of 70% must be achieved on the HESI Admission Assessment Exam to be considered for the program.
- ✓ This test may be attempted twice during each test cycle outlined below:
  - ○ *February 1 – April 1 (for the April 1 deadline)*
  - ○ *June 1 – August 1 (for the August 1 deadline)*
  - ○ *August 1 – October 1 (for the October 1 deadline)*
- ✓ The cost is $45.00 per test online, and $32.00 per test seated.
- ✓ The HESI Admission Assessment Exam Review study resource will be found here:
  https://evolve.elsevier.com/cs/product/9780323582261?role=student

BEHAVIORAL ASSESSMENT:

- ✓ Only students with fully completed files and have met the admission parameters by the cohort deadline are eligible.
- ✓ Those students will receive an invite to a canvas course called "NUR-Admissions". Students should accept the invite immediately.
- ✓ Students will be given one week to complete and submit the Behavioral Assessment. This is the final component of the admission process.
- ✓ Students in the Advanced Hybrid cohort are exempt from this requirement.

ENGLISH PROFICIENCY REQUIREMENT:

Students whose primary language is not English must document their English language proficiency. This requires:

- ❖ Minimum TOEFL iBT passing score of 83, with a minimum speaking score of 26.
- ❖ Student must satisfy this requirement by submitting a current TOEFL iBT score (Test of English as a Foreign Language) **by the application deadline**.
- ❖ Testing is completed through the TOEFL website.
- ❖ The TOEFL report scores are valid for 2 years from the test date.
- ❖ This is separate from the test taken to be admitted to OTC.

NOTIFICATION OF ACCEPTANCE:

- ➤ Based upon the program's admission scoring system, the top applicants will be offered a position in the program and will receive information on the necessary steps to complete the program admission.
- ➤ Information regarding acceptance or non-acceptance into the program is EMAILED to the student's OTC email account with a deadline to accept the position.
- ➤ Notify the Health Sciences office of any change in name, address, or phone number.
- ➤ Those students who have accepted positions will be emailed the acceptance packet task list to complete the admission process.

REAPPLICATION:

- ✓ Applicants and alternates not selected for admission are requested to notify the Health Sciences office at their earliest convenience to move their file to the next available deadline, if desired.
- ✓ Applications must be renewed annually.
- ✓ Inactive application files will be shred after 12 months.

Contact the Health Sciences Office with any questions at (417) 447-8803 or healthsciences@otc.edu.

Background Check – Students with a felony or a significant criminal history may not be able to participate in clinical experiences at some of our sites and may not be able to apply for a license to practice. Contact the Health Sciences Office for additional information (healthsciences@otc.edu).

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