

OZARKS TECHNICAL COMMUNITY COLLEGE

PRACTICAL NURSING Application Checklist

APPLICATION DEADLINE:

- **October 1st** – This cohort begins in the spring semester (January)
- **Location:** 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 not be 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 Allied Health 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.

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)
 - August 1 – October 1 (for the October 1 deadline)
- ✓ The cost is \$45.00 per test.
- ✓ The HESI Admission Assessment Exam Review study resource will be found here:
<https://evolve.elsevier.com/cs/product/9780323582261?role=student>

ENGLISH PROFICIENCY REQUIREMENT:

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

- ❖ Minimum TOEFL iBT passing score of 84, 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 25 applicants will be offered a position in the program and will receive information on the necessary steps to complete the program admission.
- Letters are mailed out to the address on the application and emailed to the OTC address indicating acceptance or non-acceptance into the program.
- Notify the Allied Health office of any change in name, address, or phone number.
- The accepted students will be emailed the acceptance packet to complete the admission process.

REAPPLICATION:

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

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

OTC cannot guarantee that students classified under the Deferred Action for Childhood Arrivals (DACA) program will receive approval to take the licensure exam after program completion. Please contact the state or national agency that administers the professional licensure exam to inquire about licensure exam requirements.

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 Allied Health Office for additional information (alliedhealth@otc.edu).

Updated 4/19/21