



Applicant Submission Form

Please include this form as a cover page for your application documents.

1. Please complete your online application and pay the \$50.00 application fee.
2. Two professional references one must be professional and one must be from your employer/school.
3. Official high school transcript or GED. (Please have it sent to us or you can include it as long as it's an official copy in a sealed envelope with a signature across the sealed flap.)

Name of high school & graduation date:

4. Copy of your Driver's License
5. 2 Passport photos (2x2)
6. Copy of American Heart Association BLS CPR Card. You have the option of taking the course at the school if you need to. **Card must cover your enrollment period.**
7. TABE Test Request Form.
8. All foreign applicants must have transcripts evaluated by WES.
9. Are you currently employed? **Yes** or **No**, If yes FT or PT.

10. Please include your essay answering the following questions ***“Why I wish to become an LPN?”*** ***Why is now a good time to pursue your education?***
If you meet all of admission requirements and your application is complete you will be invited in for an interview. We have a rolling admission and will continue to process applications until all seats are filled.

I understand completion of this application does not guarantee me admissions to Pinnacle School of Nursing. I understand my application will not be processed if it is missing documentation.

Applicant name (printed)

Date:

Applicant (signature)

Notification of admissions interview and/or request for additional information will be sent via email.

Office Use Only

H.S Diploma/GED: _____ Essay: _____ Application Fee: _____

Passport Photos: _____ Transcripts: _____ References: _____

TABE Exam Date: _____ TABE Score: _____

Missing: _____

Complete: _____ Incomplete: _____



Statement of Student Responsibility

I verify that I have read all the information regarding admissions to the nursing program and understand the steps I must take to qualify for admissions. I understand that it is my responsibility to notify the school regarding changes in name, address, email, or phone number.

I understand that all official communications from the school is delivered via email. I understand that my nursing application will not be accepted if it is incomplete.

I understand that upon my acceptance to the nursing program, clinical sites require a criminal background check and drug screening. I understand I will pay a fee directly to Castle Branch for both screenings. I understand that if I am admitted to the nursing program but am denied clinical placement by any hospital/healthcare facilities **for any reason**, I will be unable to successfully complete the nursing program as the programs clinical objectives cannot be met.

I understand upon my acceptance to the nursing program I will be required to attend a mandatory orientation session. Dates will be included when I am offered a seat in the program.

I understand that upon acceptance I must pay my seat deposit within 10 business days, or less if the start date is within 7 days.

Student Signature: _____

Date: _____



Technology Proficiency Self-Assessment for Nursing Programs

The skills listed below are examples of skills or abilities nursing students are expected to have upon entering the program. The program does not teach these skills; students are responsible for having or developing them outside the program. If you do not have proficiency in any of the tasks below, it is your responsibility to become proficient through seeking out resources at your local library. Proficiency in the skills listed below is essential to student success in the nursing program.

At the time of entry into the nursing program the student must be able to:

- Access the internet using a laptop, desktop, and/or computer with a web camera.
- Use your email to receive and send communication to the school, including attaching documents, opening documents, and saving them.
- Use a web browser to navigate a variety of websites, refresh a web page, and find reputable resources.
- Use a web-based document sharing platforms such as Google docs.
- Use Microsoft Office programs such as: Word, Excel, and Power Point.
- Use spelling and grammar check to find and correct errors in your writing.
- Use Populi, a learning management system to: (you will be oriented)
 - Find a course syllabus
 - Open weekly assignments
 - Take online tests
 - Submit assignments
 - Monitor performance in your grade book
 - Communicate with others in the class
 - Participate in discussion forums
 - Use Microsoft Teams or Zoom

By signing this document, I understand and agree that all of the above tasks are not taught in the program and by signing this form I indicate I am proficient. I understand the technology proficiency expectations of the nursing program.

Student Signature _____

Date: _____