NURSING AND HEALTH SCIENCES
Admission Packet

PRACTICAL NURSING (PN)

APPLICATION FOR 2028

FLORIDA GATEWAY COLLEGE

Application Deadlines: October 1, 2027 – for January 2028 class

PN Entrance Test: ATI TEAS

For additional information and guidance before you apply to one of the programs, call 386-754-4222, to set up an appointment with an advisor.

149 S.E. College Place, Lake City, Florida 32025
Admissions: 386-754-4287 or 754-4396

PRACTICAL NURSING PROGRAM
ADMISSION CRITERIA

The following criteria will be required for all admissions to the Practical Nursing program.

FOR COLLEGE ADMISSION:

1. Complete a Florida Gateway College (FGC) Admission Application and submit it to the Admissions Office (if you are not already a student at FGC).
2. Have your official high school transcript(s), GED, or documentation of Home Schooling sent to FGC Enrollment Services.
3. Provide ACT, SAT or PERT standardized testing scores to FGC Enrollment Services.

(For help with testing: Check with the Student Success Center in Building 08 for test review (386) 754-4479/4437, or go to the college website: www.fgc.edu, click on Students, Student Resources, Student Success Center, Tutoring. If deficiencies are found in Math, Reading, or Writing, the student will be required to complete college prep courses in the specific area before attempting most college courses. **Test scores must be dated within two years of beginning coursework.**)

FOR ADMISSION TO THE PRACTICAL NURSING PROGRAM:

1. Complete the nursing entrance exam (ATI TEAS) with a score of with a score of 55% or higher. This exam is available through the FGC Testing Center.

2. Complete the TABE test. A minimum score is required for each area (math 657, reading 617, and language 631).

3. Submit **complete exam scores to the nursing department** no later than the application deadline indicated on the front page of the packet. If the Nurse Entrance Exam (ATI TEAS) is taken at another test site, official scores must be submitted in the sealed envelope provided by the Testing Center.

4. Submit the Practical Nursing (PN) Supplemental Application no later than the application deadline indicated on the front page of the packet. **Do not submit the entire application packet. Please only submit the last page of application with supporting documents required.**

Register online for the TABE: https://www.fgc.edu/academics/test-center/
Schedule an Appointment
TABE – FGC Students

ATTACH THE FOLLOWING TO YOUR APPLICATION IF APPLICABLE:

1. A photocopy of your certificate and/or a photocopy of your Florida State Nurse Aide certificate or any health care licenses.
2. Photocopies of any health care related licenses or certificates.
3. Unofficial transcripts from previously attended college institutions including FGC. Unofficial transcripts can be obtained from your college websites.
4. Documentation of health-related experience (this must be a letter from your previous or present employer(s) that include job duties and length of time employed in that role).
5. TABE test scores or verify that college has your TABE scores recorded.
6. Nurse Entrance Exam (ATI TEAS) scores.
7. Submit two (2) letters of reference. These may be from a previous employer, teacher or community leader.
8. All of the above documents must be submitted no later than the application deadline indicated on the front page of the packet to be considered for admission to the PN nursing program.

   Note: Applications without proper documents will not be considered for admission into the PN Program.

PRACTICAL NURSING STUDENT SELECTION
ADMISSION CRITERIA

Minimum Criteria

Applicants must:

1. Be at least 18 years of age prior to the start of the program.

2. Be a high school graduate or have a GED.

3. Be exempted from preparatory classes in English, Reading and Math as determined by a minimum score equivalent to an 11.0 on the TABE (reading, math and language portions) or ACT, SAT, PERT. Students are encouraged to review basic math, language and reading skills prior to testing; students who have completed college level English and college level Math with a grade of "C" or better, have earned an associate degree or higher, or exempt from placement testing (TABE).

4. Complete the Nurse Entrance Exam (ATI TEAS).

5. Submit a Florida Gateway College application to Enrollment Services no later than the application deadline indicated on the front page of the packet. Call Enrollment Services at 386-754-4280 if you have questions.

6. Submit the Practical Nursing (PN) Supplemental Application no later than the application deadline indicated on the front page of the packet. **Do not submit the entire application packet**

Test Scores (One Point) Complete *at least one* of the following:

- TABE score of 12.9 in all 3 areas OR TABE waiver
- PERT scores of 99 or higher in English and 123 or higher in math
- ACT score of 17 or higher in English and 21 or higher in math
- SAT score of 440 or higher in English and 500 or higher in math

Previous College Coursework - maximum of five (5) points:

- College English with a C or higher – 1 point
- College Math (MAC-1105 or MGF 1106 or above) with a C or higher – 1 point.
- Anatomy & Physiology I & II ***OR*** Body Structure and Function ***OR*** Essentials of Anatomy & Physiology, with a C or higher – 1 point.
- College level Nutrition with a C or higher – 1 point.
- College level Growth & Development with a C or higher – 1 point.

Healthcare experience (One Point) Complete *at least one* of the following:

- Tech Prep graduate with C.N.A. certification.
- Documented direct patient care experience of 6 months or longer (HHA, CNA, PCA, PCT, MA, EMT, and Paramedic)**.** This documentation must be a letter from your previous or present employer(s) that include job duties and length of time employed in that role).

Nurse Entrance Exam score:

Nurse Entrance Exam (ATI TEAS) score of proficient (55% or higher)– one (1) point.

Reside in one of the counties in the College's service area – five (5) points:

- Baker
- Columbia
- Dixie
- Gilchrist
- Union

Reside in one of the following counties - two (2) points:

- Alachua
- Bradford
- Hamilton
- Suwannee

In the event of tied points, the Nurse Entrance Exam (ATI TEAS) score will be used.

PHYSICAL HEALTH, DRUG SCREEN AND BACKGROUND SCREEN

Applicants selected for admission to the PN program will be notified by the Director of ASDN and Certificate Programs via letter mailed mid November. **Final acceptance** into the program is contingent upon satisfactory results from a physical examination, drug screen, and in-depth background screen. **Information on obtaining these tests/reports will be provided after classes start and MUST be completed and uploaded within two weeks. These reports should not be submitted with initial application materials. The Physical, Background and Drug Screens will need to be updated annually.**

Student Drug Screen and Background Check

These records will need to be submitted to the background screening company of the College's choice. **The records will become the property of the College and will not be available for copying or for use to meet the requirements of outside employers.**

Drug and Alcohol Screening

Area health care agencies are drug free places of employment. All health care agencies require a negative drug and alcohol screen before hiring a new employee. The Florida Gateway College Nursing and Health Sciences Division has been asked by area health care affiliates to require a drug and alcohol screen for program applicants who will be placed in area health care agencies for clinical rotations. Program applicants are required to obtain a substance abuse drug and alcohol screen and are subject to random screens upon admission to the program. These results are important for clinical rotations, and subsequent completion of the Nursing Program. Applicants with a positive result on the screen will be given a reasonable opportunity to explain the confirmed positive test result. If the explanation is unacceptable and/or cannot be satisfactorily documented by the applicant's physician or ARNP, or the Medical Review Office (MRO), the applicant will not be accepted into the program and, if enrolled, shall be dismissed from the program. Screening results will be kept in a confidential file.

The applicant may reapply and be considered for application to a Health Sciences program after a positive reference from a treatment team who has followed the applicant for at least two (2) years, and has dealt specifically with the applicant's problem of chemical dependence.

Results from the drug and alcohol screen will be kept in a strictly confidential file, separate from the student's record. No screening results are to be placed in individual student files.

In-depth Background Screen

Nursing and Health Sciences students at Florida Gateway College involved in direct patient care during a clinical rotation in a hospital or related medical facility are required to complete an in-depth background screen form at orientation. This is a requirement mandated under the guidelines cited in the current Florida Statutes: Chapter 435, and by health care agencies with which FGC has clinical, internship, and externship agreements

Any student who has been found guilty of, regardless of adjudication, or entered a plea of *nolo contendere*, or guilty to, any offense under the provisions of Florida Statutes or under a similar statute of another jurisdiction may be disqualified from admission. According to the Florida Board of Nursing Policy, **students must self-disclose any charges and/or arrest information by submitting a letter to the Director of ASDN and Certificate Programs prior to admission to the program**. All records are sent

directly from the in-depth background screen to the Nursing and Health Sciences Department and will be kept in a confidential file and not made part of the student's college record.

The Florida Board of Nursing requires additional criminal checks on all applicants for licensure and any nursing licensure applicant who has an arrest record to present those records. The Florida Board of Nursing is the state agency authorized to issue nursing licenses. As part of the licensure application process, graduates will be required to submit a signed statement verifying compliance with the Agency for Health Care Administration Florida Board of Nursing Rule 64 B 9-3.002 which states:

- **Prior to application for examination, convicted felons must obtain a restoration of their civil rights or they are ineligible to sit for the examination.**
- **If an applicant has been convicted of any offense other than minor traffic violation, the applicant shall submit arrest and court records stating the nature of the offense and final disposition of the case so that a determination can be made by the Board whether the offense relates to the practice of nursing or the ability to practice**

BACKGROUND CHECK

Applicants for Nursing and Health Science Programs must be free of offenses that would disqualify one for employment as a Certified Nursing Assistant (CNA) in a nursing home (Florida Statutes s.400.211). This policy is the result of requirements by clinical affiliates which must comply with state and federal regulations.

Judgments of guilt or pleas of *nolo contendere* (no contest) to the following crimes may disqualify applicants from entering into clinical rotations associated with a Florida Gateway College Nursing and Health Sciences Program:

a. Murder, Manslaughter or Vehicular Homicide
b. Killing of an unborn child by injury to the mother
c. Assault or Battery, if the victim of the offense was a minor
d. Aggravated assault or battery
e. Kidnapping or False imprisonment
f. Sexual battery
g. Prohibited acts of persons in familial or custody authority
h. Prostitution
i. Lewd and lascivious behavior
j. Lewdness and indecent exposure
k. Arson
l. Theft, robbery, and related crimes, if the offense is a felony
m. Fraudulent sale of controlled substances, only if the offense was a felony
n. Incest
o. Abuse, neglect or exploitation of a disabled adult or elderly person
p. Aggravated child abuse
q. Child abuse
r. Negligent treatment of children
s. Sexual performance by a child
t. Obscene literature
u. Drug offenses which were a felony, or if the offense involved a minor
v. Fraudulent practices in Health Care, Medicaid, Medicare or any public assistance program

Some Health Care units will require an additional abuse check. If this is the case, the following applies: Has not been judicially determined to have committed abuse or neglect against a child as defined in s.3901(2) and (45); does not have a confirmed report of abuse, neglect, or exploitation as defined in s.415.102(6), or abuse or neglect as defined in s.415.503(6), which has been uncontested or upheld under s.415.1075 or s.415.504; does not have a proposed confirmed report that remains unserved and is maintained in the central abuse registry and tracking system pursuant to s.415.1065(s)©; and has not committed an act that constitutes domestic violence as defined ins. 714.128.

"If unclear if you would be cleared for a license, please follow the link below for the conviction guidelines published by the state of Florida for those wishing to apply for a nursing license.

http://floridasnursing.gov/licensing/licensed-practical-nurse-registered-nurse-by-examination/

Click on the links "Applicants with Criminal History" and "Health Care Fraud" to view additional information.

POST-ACCEPTANCE CHECKLIST:

1. Annual Physical exam with required immunizations. The physical exam completed by a physician, APRN or PA must be completed on the official FGC Physical Examination form. This form will be sent to you with your acceptance letter.

2. If you already have your basic CPR (Cardio-Pulmonary Resuscitation) card. This card must be from BLS Provider card from the American Heart Association (AHA) or the Professional Rescuer card from the American Red Cross (ARC). **The BLS class will be provided in your first term, PRN 0001C.** Your CPR card must be current while enrolled in the program.

3. A copy of health insurance card. The student must be covered by personal health insurance throughout the program.

4. Documentation of a 10-panel drug screen. Subject to random drug screening at your cost

5. Level 2 background check. Details provided in acceptance letter.

Classes and clinicals may not follow regular college schedule. Clinical assignments may include weekdays, evenings and/or weekends. You will not be able to register for classes until after attending the mandatory orientation

Latex Advisory: The use of latex/latex-based products may exist in universal health care precautions and in environments such as, but not limited to, Nursing and Health Science classrooms and training labs, hospitals, nursing care facilities, laboratories, clinical areas, and medical/dental offices. Individuals with suspected or documented latex allergy must provide documentation of this from a healthcare provider.

Nursing and Health Sciences
PRACTICAL NURSING PROGRAM

Estimated cost of Practical Nursing Program.

TUITION: 45 Vocational hours at $84.89 per credit hour (**$3,820.05**)
(Based on previous year's tuition)

****Tuition and Fees to be paid to the college. Lab fees include Standardized Testing, Professional Liability Insurance & Skills kit:**
Standardized tests must be taken in order to remain in the program.

**Spring Semester I	1,697.80	(20 hours)
**Summer Semester II	848.90	(10 hours)
**Fall Semester III	1,273.35	(15 hours)
** Lab Fees	968.50	
Nurse Entrance Exam	102.00	
ATI resources and Supplies	1262.19	
CPR	40.00	

The following expenses are not paid to the college:

*Physical Exam (includes injections)	160.00
*Uniform (2 uniforms, lab coat)	150.00
name tags, shoes, watch)	
Background/Drug Screens	168.00
*Personal Health Insurance	200.00
State Board Application Fee	110.00
NCLEX	200.00
TOTAL	**$7180.74**

*These are **estimated** expenses and subject to change.

EMPLOYMENT

The practical nursing program is academically demanding and time consuming. **Employment may be possible on a part-time basis, no more than 20 hours per week is recommended.**

FINANCIAL AID

Financial Aid is available to qualified students through the Office of Financial Aid, 386-754-4282.

READMISSION

Students seeking a re-admission at any level of the program must follow the Readmission Criteria found in the PN student handbook.

PRACTICAL NURSING PROGRAM
45 VOCATIONAL CREDIT HOURS
1350 TOTAL CLOCK HOURS

The Practical Nursing Program is a twelve-month program, 1350 clock hours in length. Focus is on the practice of nursing skills with patients experiencing health problems in acute or chronic stages. LPNs work in hospitals, long term care, corrections, physician's offices, home health care and other settings. This is a limited access program. Once the basic program is completed, and records are reviewed, graduates are eligible to take the state licensing examination enabling them to practice as Licensed Practical Nurses.

Term	Course Title	Course ID	Semester	Theory Clock Hour Credit	Clinical Clock Hour Credit	Vocational Credit
Term 1	Basic Nursing	PRN 0001C	Spring	256	241	16.56
	Body Structure and Function	PRN 0080	Spring	60		2.0
	Basic Nutrition	PRN 0070	Spring	23		.77
	Human Development Across the Life Span	PRN 0020	Spring	20		0.67
Term 2	Medical/Surgical Nursing Across the Life Span	PRN 0381C	Summer	130	170	10.0
Term 3	Medical/Surgical Nursing Across the Life Span II	PRN 0382C	Fall	96	204	10.00
	Maternal/Infant	PRN 0100C	Fall	63	22	2.83
	Transition to Practice	PRN 0011	Fall	24	41	2.17
	Total			672	678	45.00

Students must make a grade of "B" or higher to advance to the next course in the program.

*Students who have successfully completed BSC 2085 & 2086 with lab or BSC 2084 are exempt from PRN 0080.
Students who have successfully completed DEP 2004 are exempt from PRN 0020.
Students who have successfully completed HUN 1201 are exempt from PRN 0070.

FGC PRACTICAL NURSING PROGRAM
CORE PERFORMANCE STANDARDS FOR ADMISSION AND PROGRESSION*

Nursing involves the provision of direct care for individuals and is characterized by the application of knowledge in the skillful performance of nursing functions. Therefore, in order to be considered for admission or be retained in the program after admission, all students must be able to demonstrate the following abilities:

Issue	Standard	Activities (not all-inclusive)
Critical Thinking/ Coping	Critical thinking ability sufficient for clinical judgment. Ability to make fast decisions in stressful situations in a professional manner.	Identify cause-effect relationships in clinical situations, develop nursing care plans, display good coping mechanisms.
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.	Establish rapport with patients/clients and colleagues.
Communication	Communication abilities sufficient for interaction with others in verbal and written form.	Explain treatment procedures, initiate health teaching, document and interpret nursing actions and patient/client responses.
Mobility	Physical abilities sufficient to move from room to room and maneuver in small spaces.	Move around in patient rooms, work spaces, and treatment areas; administer cardiopulmonary procedures.
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective nursing care.	Calibrate and use equipment; position patients/ clients.
Hearing	Auditory ability sufficient to monitor and assess health needs.	Hear blood pressure accurately, hear alarms, emergency signals, auscultatory sounds, cries for help.
Visual	Visual ability sufficient for observation and assessment necessary in nursing care.	Observe patient/client responses. Prepare and administer medication accurately.
Tactile	Tactile ability sufficient for physical assessment.	Perform palpation, functions of physical examination and/or those related to therapeutic intervention, e.g. sense temperature change, assess peripheral pulses, insert a catheter.
Strength/Stamina	Sufficient stamina to provide patient care and related responsibilities for extended periods of time (8-12 hours).	Adapt to shift work. Lift, without restrictions, from standing position.

*** Adapted from the Board of Directors of the Southern Council on Collegiate Education for Nursing (SCCEN) guidelines for Nursing Education Programs.**

MAIL or HAND DELIVER APPROPRIATE MATERIALS TO:

ENROLLMENT SERVICES
FLORIDA GATEWAY COLLEGE
149 SE COLLEGE PLACE
LAKE CITY, FLORIDA 32025-2007
386-754-4287/386-754-4396

AND

NURSING AND HEALTH SCIENCES:
PRACTICAL NURSING PROGRAM
149 SE COLLEGE PLACE
LAKE CITY, FLORIDA 32025-2007

Florida Gateway College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award baccalaureate and associate degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call 404-679-4500 for questions about the accreditation of Florida Gateway College.

The Florida Gateway College Practical Nursing program is approved by the Florida Board of Nursing (1993), 4052 Bald Cypress Way, Bin C02, Tallahassee, FL 32399-3252; 850-245-4125.

FGC will adhere to all applicable federal, state, and local laws, regulations and guidelines with respect to providing reasonable accommodations as required in affording equal educational opportunity. The Office of Disabled Student Services can provide further information and assistance at (386) 754-4393. It is the student's responsibility to register with Disabled Student Services and to contact the faculty member in a timely manner to arrange for appropriate accommodations. Accommodations will be provided for standardized testing (ie. TABE, Nurse Entrance Exam) when requested in a timely manner.

Florida Gateway College does not discriminate in its employment practices, admission and treatment of students on the basis of race, color, religion, nation origin, sex, age, disability, marital status or any other legally protected status in accordance with the law. The equity officer is Cassandra Buckles, Director of Human Resources, and may be reached at (386) 754-4313.

SUPPLEMENTAL APPLICATION
PRACTICAL NURSING PROGRAM
Submit to:

NURSING AND HEALTH SCIENCES

Date Received:_____

A. GENERAL INFORMATION:

STUDENT ID NUMBER_____ TERM FOR WHICH ADMISSION IS APPLIED: _____

NAME_____PHONE HOME (___)_____WORK(___)_____

MAILING ADDRESS_____CITY_____COUNTY_____ZIP_____

FGC EMAIL ADDRESS: _____

HAVE YOU EVER APPLIED TO THIS PROGRAM? _____ YES _____ NO YEAR _____

IF ANY OF YOUR TRANSCRIPTS, TEST SCORES, ETC., MIGHT ARRIVE UNDER ANY NAMES OTHER THAN THOSE LISTED ABOVE, ENTER NAMES HERE:_____

HIGH SCHOOL GRADUATE? _____YES _____NO, or GED? _____YES _____NO or HOME SCHOOL GRADUATE? _____YES _____NO

LIST ALL POST-SECONDARY SCHOOLS OR COLLEGES IN WHICH YOU HAVE ENROLLED. OMISSION OF ANY CONSTITUTES FALSIFICATION OF RECORDS AND VOIDS APPLICATION. ATTACH AN UNOFFICAL COPY OF YOUR TRANSCRIPTS FROM COLLEGES OTHER THAN FGC TO THIS APPLICATION (TO LIST MORE COLLEGE/UNIVERSITIES, ATTACH A SEPARATE PAGE.)

NAME OF INSTITUTION – CITY/STATE DATES DEGREE CREDIT

_____

_____

ATTACH COPY OF YOUR CERTIFIED NURSING ASSISTANT (CNA) LICENSE OR OTHER HEALTHCARE LICENSE (EMT, etc).
ATTACH LETTER FROM EMPLOYER FOR DIRECT PATIENT CARE WORK HISTORY OF 6 MONTHS OR LONGER.
ATTACH COPY OF NURSE ENTRANCE (ATI TEAS) EXAM RESULTS.
ATTACH COPY OF YOUR TEST FOR ADULT BASIC EDUCATION (TABE) RESULTS.

B. PERSONAL INFORMATION:

IN CASE OF EMERGENCY, NOTIFY_____RELATIONSHIP:_____

ADDRESS_____CITY_____STATE_____ZIP CODE_____

HOME PHONE (_____)_____ WORK PHONE (_____)_____

HAVE YOU EVER BEEN ARRESTED? _____YES _____NO. IF YES, ATTACH YOUR STATEMENT PROVIDING DESCRIPTION OF THE CIRCUMSTANCES OF THE ARREST(S) IN A SEALED ENVOLOPE ADDRESSED TO DR. ORENDER.

Military Service: Are you a Veteran Yes____No____ Are you the spouse of a veteran Yes ____ No_____

FALSIFICATION OF ANY PART OF THIS FORM WILL BE GROUNDS FOR DENIAL OF ADMISSION.