



## GLEN OAKS COMMUNITY COLLEGE NURSING DEPARTMENT- ENTRY CHECKLIST

**Please use this sheet as a “direction finder” for application to the program -  
If you have taken some of these steps already, CHECK it here!**

\_\_\_\_\_ \*Submit a GOCC application for Admission

\_\_\_\_\_ Submit High school transcript. (**official transcripts must come in the mail from your high school**).

\_\_\_\_\_ Submit college transcripts (**official transcripts must come in the mail from your college(s) to Glen Oaks and be here by the end of the Fall semester before you sit for the TEAS test**). It is very important for you to follow through on this and make sure the registration office has received your transcript(s) from any other college(s) AND that you request it be evaluated for nursing. An admission application is important so that you have a file in our system for the registrar’s office to have a way to match your transcripts. You will receive a postcard in the mail, and you need to **RESPOND** to the registrar’s office when you get it.

\_\_\_\_\_ Make an appointment with the Director of Nursing (DON) any time before December 1st.

\_\_\_\_\_ \*Turn in a completed Nursing application ( **this is to be turned in no later than December 1<sup>st</sup> of the year preceding entry into program, at or AFTER meeting with the DON**) No application will be accepted unless you have met with the DON.

\_\_\_\_\_ Make payment for the ATI Test of Essential Academic Skills (TEAS) test **no later than December 1<sup>st</sup> of the year preceding entry into program. The bookstore starts taking money for the test starting 11/1.**

\_\_\_\_\_ Attend an information meeting with the DON and support staff of the Nursing Department. Check dates on the [glenoaks.edu](http://glenoaks.edu) website under Health Occupations quick link, and follow it to nursing page. (Dates published 1 month ahead)

\_\_\_\_\_ Start compiling your immunization records from your doctor’s office, parents or the local health department. Some records may be on your school records if nowhere else. (Immunization policy is at our webpage)

\_\_\_\_\_ Be aware of GOCC’s Criminal Background and Drug/Alcohol screening policies. These policies are enforced as they will be wherever you may be pursuing a job in the health care field, so there are no exceptions to the policies. (Published at our webpage)

\_\_\_\_\_ Be aware that all pre-requisite grades must be a 2.5 or better to come in to the program and all grades in the curriculum (as of Fall 2010) must be 2.5 or better. There will be no exceptions to this so you may have to repeat a course that has a lower than 2.5 grade point.

\_\_\_\_\_ Get all financial aid lined up and ready to go. The nursing program is VERY expensive and you must be able to meet the financial obligation. Do not forget to apply for FAFSA and ask about scholarships through the Financial Aid department at GOCC.

**\*Please note: no file will be started in the nursing office without your application to GOCC AND your NURSING application being completed.**

Any questions, contact Fran Howard at [fhoward@glenoaks.edu](mailto:fhoward@glenoaks.edu) or call the office.

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