

SANTA ANA COLLEGE
INSTRUCTIONS for COMPLETING REGISTERED NURSING
PREREQUISITE VERIFICATION FORM

Check off when completed:

1. **Satisfactory Completion (C or better) of ALL Prerequisites. A combined GPA of 2.5 or higher is required. Science courses require seven year recency.**

- » Anatomy (Biol 239 or Equivalent) Lecture & Lab, 4-5 Semester Units
- » Physiology (Biol 249 or Equivalent) Lecture & Lab, 4-5 Semester Units
- » Microbiology (Biol 139 or 229 or Equivalent) Lecture & Lab, 4-5 Semester Units
- » Freshman Comp (Engl 101 or Equivalent) 3-5 Semester Units

2. **Apply to Santa Ana College to obtain a student ID number through www.sac.edu and click on “Apply to College”.**

3. **Official High School Transcripts (NOT A DIPLOMA) or GED Transcripts must be on file in the Admissions Office.**

- » This is REQUIRED if you DO NOT have an AA/AS or BA/BS degree from an accredited United States institution.
- » Graduates from foreign countries (without a U.S. degree) must have their transcript officially evaluated stating the equivalency of a U.S. senior high school graduation

4. **Official Transcript(s) From All Schools Attended Must Be on File in the Admissions Office.**

- » Confirm with Admissions Office if your transcript(s) are on file.
- » Allow at least two weeks for Admissions Office processing time BEFORE submitting your Prerequisite Verification Form.
- » Transcript(s) attached to Prerequisite Verification Form will NOT be processed. The form will be returned to the applicant to be resubmitted when transcript(s) are on file.



5. **Prerequisite Verification Form**

- » Form A: Complete All Sections
- » Form B: Complete Sections A, D, and E only – DO NOT COMPLETE SECTIONS B&C.
- » Forms A and B: Be sure to Initial & Date after on Sections A & D. Sign & date section E.
- » St. Joseph Hospital Employees must enclose a copy of their hospital badge.

6. **For Advance Placement:**

- » Advance Placement Students must enclose a copy of the approval letter from Mary Steckler, Associate Dean of Health Sciences.

7. **For LVN's:**

- » LVN's must provide a copy of your license/page from the BVNPT www.bvnpt.ca.gov showing your license.
- » LVN Transcript must be on file with Admissions/Records.

Send Transcripts to: Santa Ana College, Admissions/Records, 1530 W. 17th Street, Santa Ana, CA 92706

E-Mail Prerequisite Verification Forms to: Elva Negrete, Student Services Coordinator, at Negrete_elva@sac.edu

Submit the completed Prerequisite Verification Forms to Elva Negrete, Student Service Coordinator, at Negrete_elva@sac.edu **Incomplete Prerequisite Verification Forms will be returned to the applicant.** A new Prerequisite Verification Form must be submitted after satisfying the incomplete area(s). Your name will not be added to the Entry/Wait List until all prerequisite information has been completed and verified. After verifying that all prerequisites have been completed, you will receive a copy of your signed Prerequisite Verification Form, an instruction letter, and notification of your number on the Entry List.

Questions: Health Sciences/Nursing (714) 564-6825

These forms can be obtained on-line at www.sac.edu/Nursing.

THANK YOU FOR YOUR COOPERATION

MARY STECKLER

ASSOCIATE DEAN HEALTH SCIENCES/DIRECTOR OF NURSING

