## 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 <a href="www.sac.edu">www.sac.edu</a> 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.
- STOP
- » 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 <u>www.bvnpt.ca.gov</u> 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 EMail 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 <a href="Negrete\_elva@sac.edu">Negrete\_elva@sac.edu</a> 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

### SANTA ANA COLLEGE – NURSING DEPARTMENT PREREQUISITE VERIFICATION FORM



St. Joseph Hospital Employee Advanced Placement	 LVN Re-Submission

	Student ID # (this is not your NAME	social security numb	er) Email Add			
		LAST		FIRST		MIDDLE
	PHONE	(cell)		(home)		(work)
A	ADDRESS					
		STREET		CITY		ZIP CODE
⇨	Initial/Date	mail is return		t address or if		umber current and that if phone calls, my name
For	administrative pui	poses, please provide t	he name, address and pho	one number of so	meone who will know	where you can be reached.
N	ame		Address		Phone #	Relationship
В	High School /	GED / Previous D	egree(s) Verified by	Official Tran	scripts (check all	that apply)
	High School C	Graduate (year)	□ GED	(year)	□ LVN Trai	nscript (year)
_	AA/AS (year & college)   BA/BS (year & college)					
		& college)		□ BA/BS (y	ear & college)	
	AA/AS (year &	Verified by Officia	al Transcripts – (All ) GPA of 2.5 or above and	prerequisites requ	uire a minimum grade	of "C" or better with all
	AA/AS (year &	Verified by Officia	al Transcripts – (All)	prerequisites requ	uire a minimum grade	of "C" or better with all
<u> </u>	AA/AS (year &	Verified by Officiants of the Verified by Officiants of the Verified by Officiants of the Verified by Offician Semester/Year Taken	al Transcripts – (All J GPA of 2.5 or above and	prerequisites require a recency of 7 ye  Units /	iire a minimum grade ars for the science cou	of "C" or better with all rses).
<b>C</b>	AA/AS (year of Prerequisites prerequisite cours	Verified by Officianses having a combined  Semester/Year Taken	al Transcripts — (All and GPA of 2.5 or above and Course Name/Number	prerequisites requ a recency of 7 ye Units /	uire a minimum grade ars for the science cou Grade	of "C" or better with all rses). College Name
<b>C</b>	AA/AS (year of Prerequisites prerequisite course) Anatomy	Verified by Officianses having a combined  Semester/Year Taken	al Transcripts — (All GPA of 2.5 or above and  Course Name/Number	prerequisites required a recency of 7 ye  Units /	uire a minimum grade ars for the science cou Grade	of "C" or better with all rses). College Name
<b>C</b>	AA/AS (year of Prerequisites prerequisite course) Anatomy Physiology	Verified by Officianses having a combined  Semester/Year Taken	al Transcripts — (All GPA of 2.5 or above and  Course Name/Number	prerequisites required a recency of 7 ye  Units /	uire a minimum grade ars for the science cou Grade	of "C" or better with all rses). College Name
<b>C</b>	AA/AS (year of Prerequisites prerequisite course) Anatomy Physiology Microbiology	Verified by Officianses having a combined  Semester/Year Taken	al Transcripts — (All GPA of 2.5 or above and  Course Name/Number	prerequisites required a recency of 7 ye  Units /	tire a minimum grade ars for the science cou Grade	of "C" or better with all rses). College Name
<b>C</b>	AA/AS (year of Prerequisites prerequisite course) Anatomy Physiology Microbiology	Verified by Officianses having a combined  Semester/Year Taken  I understand the Associate education required.	Al Transcripts — (All I GPA of 2.5 or above and  Course Name/Number  Overse that I am responsible of Science degree propriete of Science degree propriete is listed in appointment with the	Units / Units /  Units /  Units /  All Prerequisite GPA  for completing the college ca	Grade  Grade  g the General Educated Grade  g the RN p  talog. I understand	of "C" or better with all rses).  College Name  ation requirements for rogram. A list of general it is in my best interest
C	AA/AS (year of Prerequisites prerequisite course) Anatomy Physiology Microbiology English	Verified by Official ses having a combined Semester/Year Taken  I understand the Associate education required to schedule at Education recommends.	Al Transcripts — (All I GPA of 2.5 or above and  Course Name/Number  Overse that I am responsible of Science degree propriete of Science degree propriete is listed in appointment with the	Units / Units / Units /  Units /  Units /  All Prerequisite GPA  for completing the college can be Counseling	Grade  Grade  Grade  g the General Education of the RN ptalog. I understand Center for a review	of "C" or better with all ress).  College Name  ation requirements for rogram. A list of general it is in my best interest of my General

# SANTA ANA COLLEGE – NURSING DEPARTMENT PREREQUISITE VERIFICATION FORM



PLEA	SE PRINT LEGI	□ Adv	Joseph Hospital ranced Placemer		LVN Re-Submission			
A		ial security number)	Email Add	lress				
	NAMEPHONE	LAST		FIRST		MIDDLE		
A	.DDRESS	(cell)		(home)		(work)		
		STREET		CITY		ZIP CODE		
<b>⇔</b> <i>For</i>	Initial/Date  administrative purpos	mail is returned will be removed	due to an incorrect from the Entry L	et address or if I do ist.	o not respond to p	mber current and that if shone calls, my name here you can be reached.		
	ame		Address		Phone #	Relationship		
	High School Grad	ED / Previous Degraluate (year)ollege)	GED	(year)	DLVN Trans	script (year)		
<b>C</b>	Prerequisites Verified by Official Transcripts — (All prerequisites require a minimum grade of "C" or better with all prerequisite courses having a combined GPA of 2.5 or above and a recency of 7 years for the science courses).  Semester/Year Taken  Course Name/Number  Units  Grade  College Name							
	Physiology			/				
	Microbiology			/				
	English		Ove	rall Prerequisite GPA:				
<b>D</b> ⇒	Initial/Date	the Associate of education require	Science degree pements is listed in oppointment with the	rior to the complet	tion of the RN properties. I understand it	ion requirements for ogram. A list of general is in my best interest of my General		
E	Student Signatur	·e			Date:			
	Signature of Eva							