

LPN to ADN Accelerated Program

Selective Admission Process: this program requires a separate application in addition to the admission to the college; all application deadlines are firm

Application Dates – February 15, 2024 through April 25, 2024

The fall 2024 selection process is subject to change when extenuating circumstances arise. If any changes arise involving CFCC's ability to adhere to the information below, CFCC will reserve the right to make adjustments and will make every effort to communicate these to the applicants in a timely manner.

MINIMUM REQUIREMENTS ARE SUBJECT TO CHANGE EACH ACADEMIC YEAR

The LPN to ADN hybrid option provides a Licensed Practical Nurse the opportunity to continue to study to become a Registered Nurse. This is a two-semester program involving a combination of online and in class instruction as well as a clinical component.

The LPN to ADN curriculum provides individuals with the knowledge and skills to provide nursing care to clients and groups of clients throughout the lifespan in a variety of settings.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEX-RN), which is required for practice as a Registered Nurse. Employment opportunities include a wide variety of health care settings such as hospitals, long-term care facilities, clinics, physician's offices, industry, and community health agencies.

APPLICATION PROCESS

It is the nursing applicants' responsibility to ensure that all requirements are met by the established deadline. Nursing deadlines, guidelines, and policies apply equally to all students; thus, there can be no exceptions.

The LPN to ADN faculty conducts detailed information sessions that are held during the spring of 2024 (see LPN to ADN website for specifics). Note: attendance is beneficial but does not provide points for the fall 2024 application period.

Admission to any and all educational programs offered by Cape Fear Community College is made without regard to race, color, sex, national origin, gender identity, sexual orientation, disability, veteran status or other irrelevant factors.

The LPN to ADN program at CFCC requires a separate, program specific application, as it is selective admission. Students must meet minimum requirements and complete an "Intent to Apply" during the application period. This is done electronically and can be accessed at the program website: <https://cfcc.edu/lpn-rn/>.

Prior to completing the "Intent to Apply", prospective students must first be accepted for general admission to Cape Fear Community College. Below are the steps for acceptance to CFCC.

Note: if you are interested in this program but are not sure about meeting all requirements, you are encouraged to contact the staff of the HSEC: healthsciences@cfcc.edu or complete the form on the [application website](#) for further support.

1. Complete the CFCC General Admissions Application, which includes the Residency Determination Application. For students that have applied to or have taken classes at CFCC previously, the application has to be active. If the prospective student has not attended classes at CFCC for one year (12 months) or longer, they must reapply and be accepted prior to filing an “Intent”.
2. Request official transcripts from a regionally accredited high school/High School Equivalency agency. High School/High School Equivalency transcripts must indicate the date graduated. Official transcripts are those received either electronically, by mail, or by hand delivery to CFCC in the original, sealed envelope from the awarding institution or agency. If the prospective student graduated from a North Carolina public high school within the past three years, they may request that an official high school transcript be sent electronically to the Admissions Office via the College Foundation of North Carolina (CFNC) website at www.cfnc.org. The official school administrator for home schooled students must submit a copy of the home school’s approved registration from the state in which they are registered (if applicable), and a home school transcript with graduation date. All students selected to the program must have graduated from high school at the start of the program or have earned the equivalent credentials.
3. Request official transcripts from **all** colleges and/or universities attended (if applicable; must come from institution where classes were taken) be mailed or electronically sent to the Admissions and/or Records Office. These will be reviewed for possible transfer credit. Note: transcripts from Masters or Ph.D. programs are not required. Transcripts from colleges that are not regionally accredited may be evaluated on a case-by-case basis.

Once accepted to CFCC, students must meet the minimum requirements listed below and then need to file an “Intent to Apply” electronically during the application period:

1. **Applicants must meet minimum Math and English requirements.** Any parts of the criteria below can be combined to meet the requirements. *Official transcripts and/or test scores are required.*
 - An Associate’s Degree or higher **OR**
 - An unweighted U.S. High School GPA of 2.8 or higher regardless of graduation year or NC Community College Adult High School (AHS) unweighted GPA of 2.8 or higher **OR**
 - New: High School Career and College Ready Graduate (CCRG) Enhanced English IV score of 80 or higher on Tiers I and II AND
 - High School CCRG Math score of 80 or higher on Tiers I, II, and III OR Math 3 End of Course (EOC) score of 4 or higher **OR**
 - Completion of **English Composition I or higher** (or its equivalent; ENG-111 in the North Carolina Community College common course library) **and College Algebra or higher** (or its equivalent; MAT-171 in the North Carolina Community College common course library) with a grade of “C” or better at a regionally accredited college (Note: if both requirements are met via CFCC transfer credit, then skip to bullet no. 2) **OR**
 - Successful completion of developmental or transitional English and Math classes at a North Carolina Community College (only) that would allow placement into ENG-111 and MAT-171 **without pre- or co-requisites** (if taken at a four-year college/university or out of state, please

contact the CFCC Health Science Enrollment Center at healthsciences@cfcc.edu if you have questions) **OR**

- Completion of an NCDAP, Accuplacer (Classic, not Next Gen.), RISE, or COMPASS Placement Test with English and Math placement into ENG-111 and MAT-171 **without pre- or co-requisites**, regardless of completion date. Please contact the CFCC Health Science Enrollment Center at healthsciences@cfcc.edu if you have questions about the use of test scores to meet Math and English requirements.

2. **Students must have an overall GPA of 2.0 or higher in all post-secondary coursework completed at Cape Fear Community College** (if the applicant has never attended CFCC this requirement may be disregarded). After an “Intent to Apply” has been filed, the student must consistently maintain a minimum GPA of 2.0 for each semester enrolled at CFCC in order to enter the program in the fall). If the student’s CFCC cumulative GPA is below 2.0 at the time of filing an “Intent to Apply”, and they have not been enrolled in CFCC for one year (12 months) or longer, they may be eligible for *Academic Forgiveness* (see 2023 – 2024 catalog for more information).
3. **Applicants must have either an unrestricted North Carolina Practical Nurse License or multi-state Practical Nurse License.** Applicants whose permanent address is in NC must have an unrestricted North Carolina Practical Nurse License. Applicants whose permanent address is outside of NC must provide proof of a multi-state license. Please provide a copy of this license when filing the “Intent to Apply”. Students must go to the North Carolina Board of Nursing website at <https://www.ncbon.com/> and email a screenshot of their Practical Nursing license to healthsciences@cfcc.edu.
4. **The LPN applicant MUST have graduated from an approved Practical Nursing Program within the last year and be currently employed as an LPN at the time of filing the “Intent to Apply” OR have one (1) year documented work experience as a Licensed Practical Nurse in the last two (2) years at the time of filing the “Intent to Apply”.** The *LPN to ADN Verification of Practice Form* (located on the program website and also on page 12 of this document) must be used to provide the required information. Please submit this form only, as no other documents or attachments will be considered.
5. **Applicants must have completed the following college courses with a grade of “C” or better:**
 - BIO 168 (Anatomy & Physiology I w/lab)
 - BIO 169 (Anatomy & Physiology II w/lab)
 - PSY 150 (General Psychology)
 - PSY 241 (Developmental Psychology)
 - ENG 111 (Writing & Inquiry I)

Note I: If college credit for any of the required general education classes was received via Advanced Credit (AP) or a CLEP test, applicants must make sure that official score reports reflecting passing grades (by the College Board) are on file at CFCC prior to the deadline.

Note II: BIO 168 and BIO 169 do not expire for this program.

The following college courses may be completed prior to enrolling in or during the program as outlined in the curriculum:

- BIO 175 (Microbiology w/lab)
- ENG 112 or 114 (Writing/Research in the Disciplines II)

- Humanities or fine art elective from the following list: ART 111, ART 114, ART 115, HUM 115, MUS 110, MUS 112, PHI 215, PHI 240. (If students have completed other Humanities courses, please contact the Health Science Enrollment Center (HSEC) for possible course substitutions.)

6. **Applicants must possess effective computer skills, have an active college email account, and are required to have access to a computer.** Students must also have internet access that is reliable every day. Note: CFCC uses “Exam Soft” for testing. The student’s computer must meet the system requirements listed at <https://examsoft.com/resources/examplify-minimum-system-requirements/>. CFCC does not allow the use of i-pads for Exam Soft testing. It is recommended that applicants have successfully completed an online course prior to admission to the program.

Note: Each of the LPN to ADN courses require 144 hours of clinical practice, unpaid, under the supervision of an RN. The clinical experience is preceptor led. All clinical sites are currently located in Southeastern North Carolina. Both the preceptor and clinical site must be approved by the LPN to ADN faculty. Clinical arrangements will be finalized by the LPN to ADN program director.

Note: Depending on the Health Science program, neither federal law nor North Carolina law permits undocumented individuals or those with DACA (Deferred Action for Childhood Arrivals) classification to receive professional licenses. See 8 U.S.C. § 1621(a) and (c)(1)(A). This does not prevent a DACA student from enrolling in a Health Science program, but may prohibit the student from receiving a professional license. If there are any questions about eligibility for professional licensure, please contact the professional organization’s website.

7. **Filing an “Intent to Apply”**

An “Intent to Apply” for the LPN to ADN nursing program may be completed **ONLINE** during the application period of February 15 – April 25, 2024. Please visit the program’s website (<https://cfcc.edu/lpn-rn/>), study the instructions, and click on the “File My Intent” button to proceed. Students must make sure to complete all required fields/areas all the way to the end and then submit your form. If your “Intent” is approved, i.e., all eligibility requirements are met, the student will receive information in their CFCC e-mail account explaining the next steps. This e-mail includes instructions on how to schedule the required *ATI PN Comprehensive Predictor*. Applicants must file the “Intent to Apply” prior to the last day of the application period. Students who file an “Intent to Apply” and do not meet the minimum requirements will receive an e-mail addressing the missing items. Once eligible, they may re-submit their “Intent” as long as it is prior to the end of the application period. Note: If technical difficulties are encountered, students may contact the CFCC Helpdesk at 910-362-4357. All interested applicants must file the “Intent to Apply” prior to the end of the application period.

“Intent to Apply” Checklist for the LPN to ADN Accelerated program:

- Admitted to CFCC (by Admissions) or active application status
- Official high school transcript is on file at CFCC
- Official college/university transcripts (if applicable) are on file at CFCC
- Meet Math eligibility (see pages 2-3)
- Have an overall GPA at CFCC of 2.0 or higher (if the applicant has never attended CFCC this requirement may be disregarded. After an “Intent to Apply” has been filed, the student must consistently maintain a minimum GPA of 2.0 for each semester enrolled at CFCC to enter the program in the fall)

- Students must have completed the following courses with a grade of “C” or better:
 - BIO 168
 - BIO 169
 - PSY 150
 - PSY 241
 - ENG 111
- Must have an unrestricted North Carolina Practical Nursing license on file at CFCC
- Must have documentation of work experience on file at CFCC using the *LPN to ADN Verification of Practice Form* (12 months in the last 2 years **OR** graduation in the last 12 months and current employment)
- Must possess computer skills and have uninterrupted, reliable internet access

LPN-ADN Nursing Entrance Exam

Applicants who meet the minimum application requirements will be prompted to schedule the *ATI PN Comprehensive Predictor* test following the successful completion of their “Intent to Apply”. Instructions on how to schedule this test will be included in the e-mail to those students whose “Intent to Apply” meets eligibility requirements. **Potential applicants to the LPN to ADN Program may take the exam ONCE per application period.**

The *ATI PN Comprehensive Predictor* test will be used to rank the applicants. Students must complete the most recent version of this exam, which will be offered at CFCC at the end of April and beginning of May 2024 (testing scheduling details will be provided once an applicant files an eligible “Intent to Apply”). The students with the top 25 highest scores will be invited to register for the course NUR 214 as space allows.

NUR 214-Nursing Transition Concepts

The top 25 students will become semi-finalists. They will be notified by CFCC email, and are required to successfully complete (achievement of a grade of “C” or higher) the course NUR 214 in order to be eligible to enter the LPN-ADN program in the fall Semester. NUR 214 will be offered as an 8-week hybrid course during the summer semester (June 4, 2024 - July 30, 2024). This will include 48 hours of mandatory on campus clinical experiences.

FINAL AND CONDITIONAL SELECTION PROCESS

Final acceptance will be determined after completion of NUR 214. Should more students successfully complete NUR 214 than space allows, the students will be ranked by their final grade in NUR 214. The top-ranking students will be conditionally admitted. Should two or more applicants have identical scores, the date and time that the “Intent to Apply” form was submitted successfully (i.e., eligibility criteria were met) will be the deciding factor.

SPECIAL NOTES:

Students who register for nursing classes after acceptance and then exit the program before classes begin or during the first semester will be given the opportunity to apply only one additional time. Students who accept a seat and are unsuccessful twice may only apply for admission a third time with approval of the LPN-ADN Director.

NOTIFICATION PROCEDURE

Up to 25 new students may be conditionally admitted to the LPN-ADN program in the fall semester based on completion of NUR 214. The final number of accepted students is subject to change should circumstances occur that limit the number of students in the program. All applicants will receive notification by email of their status for the upcoming program year. Applicants not selected may reapply for admission to the program for the next academic year. Up to twenty-five (25) students selected will be notified when to complete the following information:

1. Medical Reports

All completed health/medical reports must be received by the specified date noted in acceptance correspondence via email.

2. Drug Screen

A urine drug screen is mandatory. Testing positive on the drug screening, or evidence of tampering with a specimen, will disqualify a student from participation in the clinical assignment, thus resulting in dismissal from the LPN to ADN program. **Information on obtaining a drug screen will be provided in the acceptance letter.** For further information, students should see the “**Drug and Alcohol Policy**” in the **CFCC Student Handbook**.

3. CPR

Students must also submit documentation of current two-year CPR certification in American Heart Association Basic Life Support for Healthcare Providers (infant, child and adult). Online courses are not acceptable.

4. Criminal Background Check

Clinical sites require a drug screen and a criminal background check prior to allowing students into the clinical setting (any associated fees will be the responsibility of the student). In addition, certain criminal activities, as evident by a criminal background check, may also disqualify a student from clinical participation. **Please be aware that failure to participate in a clinical assignment based on either the drug screen or criminal background check will result in dismissal from the LPN to ADN program. Information on obtaining a criminal background check will be provided in the acceptance correspondence.**

PROGRESSION POLICY

Students admitted to the LPN to ADN Program must achieve or have achieved a “C” in each course in the curriculum in order to progress semester by semester.

Grading Policy

A	Excellent	92-100
B	Good	84-91
C	Average	76-83
D	Poor	68-75

Credits in the LPN to ADN Program are determined as follows:

Class	1 hour credit for each hour class
Lab	1 hour credit for three hours lab
Clinical	1 hour credit for three hours lab

A semester credit hour is equivalent to 16 hours of classroom instruction or 48 hours of laboratory or clinical instruction.

PHYSICAL AND COGNITIVE EXPECTATIONS OF A STUDENT NURSE

Nursing is a practice discipline with cognitive, sensory, affective, and psychomotor performance requirements. For purposes of nursing program compliance with the 1990 Americans with Disability Act, a qualified individual with a disability is one who, with or without reasonable accommodation or modification, meets the essential eligibility requirements for participation in the nursing program.

Disability Support Services at CFCC provides reasonable accommodations to otherwise qualified students with disabilities, as long as such disabilities, as determined on a case-by-case basis, do not preclude the student from meeting the qualifications considered essential to the program. The essential functions (Technical Standards) are listed below.

REQUIRED TECHNICAL STANDARDS

CRITERION	STANDARD	EXAMPLES OF NECESSARY ACTIVITIES (Not all Inclusive)
Critical Thinking	Critical Thinking ability sufficient for clinical judgment	Identify cause-effect relationships in clinical situations, develop nursing plans.
Interpersonal	Interpersonal abilities 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 places	Moves around in patient rooms, work spaces, and treatment areas; administers 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	Detect monitor alarms, emergency signals, auscultatory sounds and cries for help. Responds to patient in need.
Visual	Visual ability sufficient for observation and assessment necessary in nursing care	Observe patient/client responses (i.e., detects change in skin color). Draw correct quantity of medication in syringe.
Tactile	Tactile ability sufficient for physical assessment	Perform palpation, functions of physical examination and/or those skills related to therapeutic intervention, (i.e., insertion of a catheter).

Students who feel they need accommodations should contact the Student Accessibilities Services office in the Union Station Building (Room U-218) on the Downtown Campus or call 910-362-7800.

DISQUALIFYING FACTORS

Students may be denied admission to or continuation in the nursing programs for any of the following reasons:

- A. Physical or emotional health, which indicates impairment in ability to provide safe nursing care to the public.
- B. Conduct not in accordance with the standards of a registered nurse:
 1. has given false information or has withheld material information;
 2. has been convicted of or pleaded guilty or nolo contendere to any crime which indicated that the individual is unfit or incompetent to practice nursing or that the individual has deceived or defrauded the public.
 3. has used any drug to a degree that interferes with his or her fitness to practice nursing;
 4. has engaged in conduct which endangers the public health.

Accepted applicants will be required to take a **drug screen and submit a criminal background check** prior to starting the program. The college follows agency protocol regarding drug screening and criminal background checks. Without access to the clinical facilities, students will be unable to satisfactorily complete the nursing courses.

LEGAL LIMITATIONS OF LICENSURE

Students who enroll in the LPN to ADN Program should be aware that the application for licensure at the completion of the program might be denied or restricted by state boards of nursing for reasons including but not limited to:

- The student practiced fraud or deceit in attempting to procure a license to practice nursing.
- The student has been convicted of a misdemeanor/felony (excluding a minor traffic violation).
- The student is mentally or physically incompetent or uses any drug to a degree that interferes with fitness to practice nursing.
- The student engages in conduct which endangers the public health.

RESOURCES/ASSISTANCE

If there are questions or concerns regarding the selective admissions process and other available resources, please contact a staff member at the Health Science Enrollment Center in the Union Station Building (Suite U-297) at the Wilmington Campus; healthsciences@cfcc.edu; 910-362-7139.

FINANCIAL AID

The Financial Aid office monitors a policy that is based on federal regulations that establishes a maximum time frame for completion of a program of 150 percent of the published length of an educational program. This means that as a student majoring in Pre-LPN-RN or another Health Science program, the student will need to pay careful attention to the number of hours attempted prior to actual admission into the program of choice. Depending on the number of hours attempted

prior to admission into a Health Science program, a student may not be eligible for enough financial aid to complete the program after they have been admitted.

To make sure students understand this policy and plan ahead in order to use their financial benefits in a wise and timely manner, students are encouraged to consult with the staff of the CFCC Financial Aid office located in the Union Station Building (Room U-138) on the Wilmington Campus or in the McKeithan Center (Room NA-100) on the North Campus.

The Cape Fear Community College Foundation supports student education opportunities through program support and scholarships. All students are encouraged to apply to scholarships if eligible. Please be aware that there is a firm scholarship application deadline in place and students may not know their program acceptance status until after the deadline. For more information, please visit the Foundation website: <https://cfcc.edu/foundation/>.

LPN TO ADN CURRICULUM (ACCELERATED PROGRAM)

	PREFIX	LPN to ADN CURRICULUM COURSE TITLE	CLASS	LAB	CLIN	SEM.HOURS CREDIT
Pre-requisites	BIO 168	ANATOMY & PHYSIOLOGY 1	3	3	0	4
	PSY 150	GENERAL PSYCHOLOGY	3	0	0	3
	BIO 169	ANATOMY & PHYSIOLOGY	3	3	0	4
	PSY 241	DEVELOPMENTAL PSYCHOLOGY	3	0	0	3
	ENG 111	WRITING INQUIRY	3	0	0	3
	NUR 214	NURSING TRANSITION	3	0	3	4
Fall	*NUR 221	LPN to ADN CONCEPTS I	6	0	9	9
	BIO 175	GENERAL MICROBIOLOGY	2	2	0	3
Spring	*NUR 223	LPN to ADN CONCEPTS 2	6	0	9	9
	ENG 114 OR 112	PROFESSIONAL RESEARCH & REPORTING OR WRITING AND RESEARCH IN THE DISCIPLINES	3	0	0	3 3
Also required	ELECTIVES	**HUMANITIES/FINE ARTS	3	0	0	3

* Upon successful completion of NUR 221 and 223, credit is awarded for NUR 111, 112, 113, 114, and 211.

** The following Humanities/Fine Art courses are approved for transfer to a University in North Carolina that offers RN to BSN programs: ART 111, ART 114, ART 115, HUM 115, MUS 110, MUS 112, PHI 215, PHI 240. (If students have completed other Humanities courses, please contact the Health Science Enrollment Center for possible course substitution.)

CAPE FEAR COMMUNITY COLLEGE TUITION & FEES

Payment methods: cash, check, money order, VISA, MasterCard, American Express, Discover, financial aid, payment plan or 3rd party sponsorship. All forms of payment must be received by the Business Office to be officially registered.

Tuition is established by the North Carolina State Legislature and is subject to change without prior notification.

Credit Hours	In-State Tuition	Out-Of-State Tuition	Student Activity Fees	Parking & Security Fee	Technology Fees
1	76.00	268.00	35.00	40.00	3.00
2	152.00	536.00	35.00	40.00	6.00
3	228.00	804.00	35.00	40.00	9.00
4	304.00	1072.00	35.00	40.00	12.00
5	380.00	1340.00	35.00	40.00	15.00
6	456.00	1608.00	35.00	40.00	18.00
7	532.00	1876.00	35.00	75.00	21.00
8	608.00	2144.00	35.00	75.00	24.00
9	684.00	2412.00	35.00	75.00	27.00
10	760.00	2680.00	35.00	75.00	30.00
11	836.00	2948.00	35.00	75.00	33.00
12	912.00	3216.00	35.00	75.00	36.00
13	988.00	3484.00	35.00	75.00	39.00
14	1064.00	3752.00	35.00	75.00	42.00
15	1140.00	4020.00	35.00	75.00	45.00
16 or more	1216.00	4288.00	35.00	75.00	48.00

Professional liability insurance: \$15.00 per school year (nursing and health science students)

Full time: 12 credit hours

3/4 time: 9 credit hours

1/2 time: 6 credit hours

Revised 10/2019

**ESTIMATED EXPENSES
LPN to ADN Program**

SUMMER SEMESTER

*TUITION/FEES (IN-STATE)	\$391.00
*TUITION/FEE (OUT-OF-STATE)	\$1159.00
BOOKS	\$500.00
COMPUTER	\$1000.00
WATCH	\$35.00
STETHOSCOPE	\$50.00
PHYSICAL	\$100.00
BACKGROUND PACKAGE	\$97.00
MISC.	\$400.00
TOTAL (IN-STATE)	\$2573.00
TOTAL (OUT-OF-STATE)	\$3341.00

FALL SEMESTER

*TUITION/FEES (IN-STATE)	\$1130.00
*TUITION/FEE (OUT-OF-STATE)	\$3437.00
BOOKS	\$800.00
UNIFORMS	\$155.00
SHOES	\$50.00
KAPLAN	\$294.25
LIABILITY INSURANCE	\$15.00
MISC.	\$400.00
TOTAL (IN-STATE)	\$ 2844.25
TOTAL (OUT-OF-STATE)	\$5151.25

SPRING SEMESTER

*TUITION/FEES (IN-STATE)	\$1442.00
*TUITION/FEES (OUT-OF-STATE)	\$4325.00
BOOKS	\$200.00
KAPLAN	\$294.25
PIN	\$45.00
LAMP	\$15.00
CAP	\$15.00
GRADUATE FEE	\$25.00
NLN DIAG READINESS	\$45.00
LICENSURE	\$75.00
NCLEX-RN FEE	\$200.00
UNIFORM/PINNING	\$50.00
MISC	\$400.00
CRIMINAL BACKGROUND	\$38.00
TOTAL (IN-STATE)	\$2844.25
TOTAL (OUT-OF-STATE)	\$5727.25

TOTAL PROGRAM ESTIMATED
COST (IN-STATE).....\$8061.50
TOTAL PROGRAM ESTIMATED
COST (OUT-OF-STATE).....\$14019.50

Based on 2019-2020 tuition rate (subject to change)



**Accelerated LPN to ADN Program
Verification of Practice**

By my signature, I affirm that _____
(Print full name of LPN)

is working *or* has worked in the role of Licensed Practical Nurse.
(check one)

Employment Dates:

Start: _____ End: _____ still employed

Facility (check one):

Medical/Surgical acute care hospital *or* Skilled Nursing Facility.

Or Other

Name and type of facility: _____

Total hours worked for the last year: _____

Employer Signature from Nursing or Human Resource Department

Date

Printed Name and Title

Printed Name of Agency/Facility

Contact Phone Number

Applicants may duplicate this blank form if multiple copies are needed. Revised 9/2022.