WESTERN DAKOTA TECHNICAL COLLEGE

Application Checklist
Practical Nursing Program
Spring 2024/2025

❑ **APPLY TO WESTERN DAKOTA TECHNICAL COLLEGE:**
- o   Prior to applying for a seat at a Practical Nursing location, students must gain acceptance into WDTC.
- o   The WDTC College Application can be completed online: WDTC Admissions Application

❑ **SUBMIT COLLEGE TRANSCRIPT(S):** Submit official College Transcripts to Western Dakota Technical College, ATTN: Admissions

❑ **GENERAL EDUCATION COURSES:**
The following courses must be completed with a "C" or higher or in progress at the time of application for a seat at a Practical Nursing location:
- o   HC213 Medical Terminology I
- o   ENGL101 Composition
- o   HC114 Anatomy and Physiology for the Health Professions
- o   MATH101 Intermediate Algebra or higher
- o   PSYC101 General Psychology

 The following items must be completed and turned into the Nursing Department to secure a seat:

❑ **DEPARTMENT APPLICATION FOR A SEAT AT A PRACTICAL NURSING LOCATION.**
- o   The application for a seat at a Practical Nursing location must be hand-delivered to the Nursing office (W131), emailed to nursing@wdt.edu, or mailed to: WDTC Nursing Department, ATTN: Nursing Administrative Assistant
- o   Practical Nursing Application: https://www.wdt.edu/degree-programs/practical-nursing/

❑ **CURRENT CNA CERTIFICATION:**
- o   Current CNA License or complete HC124/126 Introduction to Patient Care/Lab with a 'C' or better.

❑ **TEST OF ESSENTIAL ACADEMIC SKILLS (TEAS):** https://www.wdt.edu/future-students/testing-information/
- o   Composite score of a 60 or higher
- o   You can take the TEAS a maximum of 3 times, with a 1 week waiting period between re-tests. ($70.00 testing fee each test).

❑ **IMMUNIZATION REQUIREMENTS:** All documents must show record of complete immunization or prove immunity through a titer. All documents must be submitted to Compliance Tracker order. There is a $41.99 fee. Package **Code: WP55im** https://portal.castlebranch.com/WF75.
- o   Hepatitis B Series
- o   Annual TB Test
- o   Tdap
- o   Varicella (Chicken Pox)
- o   COVID-19
- o   Annual Flu Shot

❑ **CPR CERTIFICATION:**
- o   Upload a copy of current American Heart Association Healthcare Provider BLS CPR certification to https://portal.castlebranch.com/WF75.
- o   Certifications are verified through https://ecards.heart.org/student/myecards .
- o   CPR courses are available through WDT's Corporate Education Department: https://www.wdt.edu/corporate-education-center/cpr-classes/

❏ **DRIVER'S LICENSE:**
   - o Provide a copy of current driver's license.

Below items are to be completed after acceptance into a location:

❏ **BACKGROUND CHECK:**
   - o Complete a background check through https://portal.castlebranch.com/WF75. There is a $51.00 fee to submit your background request. Results will be sent directly to WDT.
   - o Background Checks must be ordered within 1 week of acceptance into the program. Failure to complete your order on time, could result in loss of seat in Nursing program.
   - o Copies of the report are not required.
   - o Package Code: **WP55bg**

❏ **DRUG TEST:**
   - o Complete a drug test through https://portal.castlebranch.com/WF75. There is a $45.00 fee to request a drug test. Results will be sent directly to WDT
   - o Drug Test must be ordered and completed no later than two weeks before classes start. Failure to complete your order on time, could result in loss of seat in Nursing program.
   - o Copies of the test are not required.
   - o Package Code: **WP55dt**

Note: If you are or have been convicted, pleaded guilty or no contest to, or received a suspended imposition of sentence for a felony or certain misdemeanors, you are advised that you may not be able to complete all course requirements for your chosen program, you may be prevented from taking required certification/licensure examinations in your chosen program field, and you may be prevented from gaining employment in your program field.

Clinicals, practicums, and internships may include, but are not limited to, differential shifts (evenings, nights, weekends, and holidays) to meet industry expectations. This may require travel outside the Rapid City Area.