



## KTC Nursing Programs NEW STUDENT CHECKLIST

Student Name: \_\_\_\_\_

	NATCEP Certification	Practical Nursing Diploma	LPN-RN Diploma
Registration Form			
Registration Fee (check payable to KCCC or call 740-399-1506 to pay with credit card)			
State Issued Picture ID (Driver's License, Passport, Ohio ID Card)			
Proof of U.S. Residency (Social Security Card, Resident Alien Card OR Current US Passport or Naturalization Certificate)			
Official copy of high school/GED transcript, diploma/certificate	Not Applicable		
Work Keys Pre-Admission Testing completed within three (3) years (schedule when paying Registration Fee)			
Pre-entrance Testing: ATI-PN Comprehensive Predictor completed within one (1) year	Not Applicable	Not Applicable	
Math prerequisite: Earned a C or higher in a college level Algebra course completed within two (2) years OR passing score on a KTC administered Dosage Calculation Competency Exam	Not Applicable	Not Applicable	
Official transcript(s) for previous college course work (LPN program)	Not Applicable	Not Applicable	
Current, valid, and unrestricted NATCEP certification (STNA)	Not Applicable		Not Applicable
Current, valid, and unrestricted LPN/LVN licensure in the State of Ohio	Not Applicable	Not Applicable	
Proof of current IV certification	Not Applicable	Not Applicable	
Two Professional References	Not Applicable		
Medical Release indicating full clearance to perform all duties associated with program			
BLS for Healthcare Provider (CPR) card (hands on class NOT online)	Not Applicable		
BCI/FBI Background Check (Must use code 4723 09)			
<b>NOTE: Immunizations/titers may require a repeat immunization/titer to demonstrate active immunity</b>			
Tetanus (within 10 years)	Not Applicable		
MMR (vaccines or titers)	Not Applicable		
Varicella (vaccines or titers)	Not Applicable		
Hepatitis B (vaccines or titers)	Not Applicable		
Tuberculosis (Two-step, Annual One-step, Quantiferon, Chest X-ray accepted for history of positive TB Test ONLY)			
Annual Flu Vaccination (due each year by October 30)	Not Applicable		
Purchase uniforms, shoes, watch with a second hand prior to first class		Not Applicable	Not Applicable
Interview with Program Coordinator (Call 740-399-1506 to schedule)			
Successful completion of Jump Start	Not Applicable		
Deadline for completion of all admission requirements			

**Students are encouraged to submit documents in person or electronically and keep copies of documentation for their personal records. Call 740-399-1506 with questions.**