

## Seattle Central College Nursing Program Online Application Instructions

- Applications for the Winter 2018 Associate Degree Nursing Program will be accepted:  
**September 1, 2017 at 9:00 AM through September 30, 2017**

Admission to the program will be determined by a lottery of applicants who have completed all program admission requirements and submitted complete applications by September 30, 2017. The nursing program no longer admits students on a first-come, first-served basis. Please refer to the ADN Information Packet on the nursing program website for a complete list of admission requirements.

The online application can be completed in advance, but it cannot be paid for and submitted until the application period is open. If you have a problem paying for and submitting your application, please send an email to [adn.central@seattlecolleges.edu](mailto:adn.central@seattlecolleges.edu).

### Steps to Prepare Your Application:

1. **Apply to Seattle Central College** and receive a student ID (SID) and PIN. If you are new to the Seattle College District, you will need to attend START orientation to activate your PIN.
2. **Create your application:** Go to [Seattle Colleges District Common Online Application \(http://www.seattlecolleges.edu/nursing/\)](http://www.seattlecolleges.edu/nursing/) and log-in with your SID and PIN. Follow instructions to start the application and choose your program: **Seattle Central College**.
3. **Fill out your Personal, Prerequisite, and Corequisite information.** Courses taken within the Seattle College District may already be filled in. If not, use the “Add A Course” box and fill in Course Number, Location (College), System (Quarter/Semester), Period Taken (fall/win/spr/sum), Credits Awarded, and Grade.

**Note:** Some required courses are not on the “Add A Course” menu so enter them as follows:

- a. BIOL&160 – General Biology: Enter under Anatomy and Physiology I.
  - b. PSYC& 100 - General Psychology: Enter under Lifespan Psychology.
  - c. Math&146 – Intro to Statistics: This is a required prerequisite, but the space to enter it is in the Corequisite Course Information section under “Add a Coreq Course Here”.
  - d. Corequisites English 102/Humanities 105/VLPA Elective: **Not required to apply**, but may be entered under US Cultures Global Studies category if already completed.
  - e. US Cultures Global Studies: **Not required** at Seattle Central College.
  - f. Human Nutrition: To be taken 1<sup>st</sup> quarter of nursing program unless already completed.
4. **Upload your documents – Not all items have a specific place to upload, but you can upload them anywhere and we will see them.** You will not be able to “Save and Continue” until you have something uploaded in each of the areas, but you can upload multiple items in each area as needed.
    - a. Criminal History Disclosure form: Fill out the form in the application, print it, sign it, and upload ALL pages of the form.
    - b. Unofficial transcripts from all prerequisite coursework: Even if you took the courses at Central. Make sure the transcripts include your name, college name, quarter completed, and grade.
    - c. Credit by Direct Transfer form (results of Transcript Evaluation): Not needed for coursework taken at Central.
    - d. TEAS test results: Upload Adjusted Individual Total score – only the first page is needed.
    - e. NAC certification: Must be unexpired Washington State DOH **Nursing Assistant Certification**.
    - f. COLOR copy of your driver’s license or other government picture ID.
  5. **Your application will now be ready to submit any time during the application period.**