

**Spring 2025**

APPLICATION DEADLINE IS OCTOBER 11, 2024

# Practical Nursing

ONE-YEAR CERTIFICATE

## Admission Requirements and Program Information



**Health and Life Sciences Division**  
**Keats Science Building**  
**434.961.5445**  
**Date Published: September 24, 2024**

**Accredited by:**  
Southern Association of Colleges and Schools Commission on Colleges | 1866 Southern Lane | Decatur, GA 30033-4097 | 404.679.4500  
**Approved by:**  
Virginia State Board of Nursing | Perimeter Center | 9960 Mayland Drive, Suite 300 | Richmond, VA 23233-1463 | 804.367.4515

[www.pvcc.edu/lpn](http://www.pvcc.edu/lpn)

Students may qualify for free tuition, fees, and books. Visit [pvcc.edu/financialaid/G3](http://pvcc.edu/financialaid/G3) for more information.

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# Introduction

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The PVCC Practical Nursing (PN) Program prepares graduates to successfully function in the role of an entry-level licensed practical nurse under the supervision of a registered nurse or physician in structured settings, providing direct care to clients with common health problems that have predictable outcomes.

The purpose of the Practical Nursing Program is to educate individuals who are concerned with basic therapeutic, rehabilitative, and preventative care for people of all ages and diverse cultures in various stages of dependency. The graduate of PVCC's PN program will be eligible to apply for licensure after successful completion of the NCLEX-PN examination.

The problem-solving process is used as a framework for critical thinking and practice. Concepts that provide further structure for the development of practical nursing competency are assessment of patients with emergent needs, communication skills, and development of professional attitudes and characteristics.

## Philosophy

PVCC's Nursing Program follows the concept of Nursing as defined by the International Council of Nurses:

"Nursing encompasses autonomous and collaborative care of individuals of all ages, families, groups and communities, sick or well, and in all settings. Nursing includes the promotion of health, prevention of illness, and the care of ill, disabled and dying people. Advocacy, promotion of a safe environment, research, participation in shaping health policy, patient and health systems management, and education are also key nursing roles."

The conceptual framework guiding the Nursing Program philosophy and curriculum is based on the National League for Nursing (NLN) Education Competencies Model. This model integrates several components which are essential in a comprehensive, successful Nursing Program. At the foundation are the Core Values: caring, diversity, ethics, excellence, holism, integrity, and patient-centeredness.

With the core values, the foundational core values integrate concepts within the NLN model that provide further structure for the development of Nursing knowledge and competencies: 1) context and environment, 2) knowledge and science, 3) personal/professional development, 4) quality and safety, 5) relationship-centered care, and 6) teamwork (National League for Nursing, 2012). The Nursing Process is also used as a basis for introducing critical thinking and Nursing practice. Additional concepts have been derived from the Quality and Safety Competencies (2007) from the Quality and Safety Education for Nurses (QSEN) and have been incorporated into the curriculum. The Nursing Process is also used as a basis for introducing critical thinking and nursing practice. Additional concepts have been derived from the Quality and Safety Competencies (2007) from the *Quality and Safety Education for Nurses (QSEN)* and have been incorporated into the curriculum.

## Non-Discrimination Statement

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Piedmont Virginia Community College is an equal opportunity institution providing educational and employment opportunities, programs, services, and activities. PVCC does not discriminate on the basis of age, color, disability, family medical history or genetic information, military service, national origin, parental status, political affiliation, race, religion, sex (including pregnancy and gender identity), sexual orientation, or any other non-merit base factor. The college also prohibits sexual harassment including sexual violence or misconduct. The following person has been designated to handle inquiries regarding any of these policies: Human Resources Manager, 501 College Dr., Main Building, Room M810, Charlottesville, VA 22902; 434.961.6567.

## Content Disclaimer

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Piedmont Virginia Community College (PVCC) provides its website, catalog, handbooks, printed and digital class schedules as well as any other printed materials or electronic media for your general guidance. PVCC does not guarantee that the information contained within them is up-to-date, complete, or accurate. This includes, but is not limited to, the contents of any page that resides under the Domain Naming System (DNS) registrations of [www.pvcc.edu](http://www.pvcc.edu), [www.facebook.com/PiedmontVaCC](https://www.facebook.com/PiedmontVaCC), [www.twitter.com/PiedmontVaCC](https://www.twitter.com/PiedmontVaCC) or [www.youtube.com/PVCCVIRGINIA](https://www.youtube.com/PVCCVIRGINIA). Individuals assume any risks associated with relying upon other information without consulting this program's Admission Information Book published for the year in which the student is applying for admission. Links to other materials and websites provided in these sources are also for information purposes only and do not constitute PVCC's endorsement of products or services referenced in such materials.

PVCC reserves the right to make changes to any provision or requirement within these sources, as well as changes to any curriculum or program, whether during a student's enrollment or otherwise.

## Personnel and Contacts

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### Head of Program

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## Application Dates

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The application for this program and all other PVCC Health and Life Sciences Program can be found on the Health and Life Sciences Application Portal ([pvcc.edu/hlsapplication](http://pvcc.edu/hlsapplication)).

All applicants must create an account in the portal before beginning an application. Applications which are incomplete by the application due date will not be considered. All applicants will be notified by email of the outcome of their application within seven (7) business days of the decision date at the latest.

### Application Open Date

The application portal for this cohort will open on **August 26, 2024, at 9:00 AM**

### Application Due Date

All applications for this cohort must be completed by **October 11, 2024, at 5:00 PM**

### Decision Date

Admissions decisions for all applicants will be made by **December 6, 2024, at 5:00 PM**

## Student Learning Outcomes

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The PVCC Practical Nursing Program prepares graduates to successfully function in the role of an entry-level licensed practical nurse under the supervision of a registered nurse or physician in structured settings, providing direct care to clients with common health problems that have predictable outcomes. The graduate is expected to function in the following ways.

1. Promoting optimal health for clients at various points on the wellness-illness continuum by applying principles from the physical, biological and social sciences when delivering nursing care; conceptualizing illness as an opportunity for client growth; facilitating the client's assumption of primary responsibility for wellness recognizing that one or more of an individual's basic needs are not being met.
2. Using the nursing process as a guide to maintain individual nursing care plans.
3. Effectively communicating with clients, colleagues, and others.
4. Participating in teaching clients who need information or support to maintain health.
5. Managing, with supervision in structured settings, the nursing care for clients who have common, well-defined health problems.
6. Functioning as a member within the profession of nursing.

## Program Mission

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The mission of the PVCC Nursing Program is to provide high quality nursing education to a diverse student population in preparation for entry-level, professional Nursing practice

in a variety of settings. This mission is accomplished through innovative programs that reflect the current needs and trends of healthcare and our community. Our programs are developed and implemented by faculty who are committed to education of the highest standards and who promote clinical practice, scholarly activity, and life-long learning to advance the profession of Nursing.

## College Mission and Goals

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### Mission

We strengthen our community by empowering students to realize their full potential and achieve economic and social mobility through the transformative power of education.

### Vision

We will transform the lives of students and the communities we serve through accessible, equitable and innovative education, training and cultural enrichment.

### Values

We are committed to a welcoming, inclusive and student-centered learning environment where we prioritize student success, lifelong learning and community engagement.

**Access:** We believe that a high-quality, affordable education should be accessible to everyone, providing students with the preparation for transfer to baccalaureate degree programs and/or to enter or advance in high-demand occupations aligned with the needs of our regional economy.

**Community:** We take pride in developing innovative programs that meet the needs of our students and the community while contributing to the economic, civic and cultural well-being of our region and beyond.

**Compassion:** We approach education with a culture of care, recognizing the individual needs and potential of everyone in the college community.

**Equity:** We embrace impartial and fair policies and practices that ensure the success of all students, faculty and staff.

**Excellence:** We strive for excellence in all aspects of education, including teaching, support services and facilities.

**Learning:** We encourage intellectual curiosity, creative problem-solving, lifelong learning and the exchange of ideas among our students, staff and faculty.

## Licensure/Certification

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After completing the Practical Nursing Program, students are eligible to apply for licensure from the Virginia Board of Nursing and take the National Council Licensing

Examination for Practical Nurses (NCLEX-PN). Please note that the student must complete both the licensure application and register for NCLEX-PN before they can take the NCLEX-PN or obtain licensure. Further details about the application process will be provided to students during their final semester of the Practical Nursing Program.

## Curriculum

Successful completion of the program is dependent on satisfactory performance in all courses indicated in the table below. Students may be required to complete certain pre-requisite courses prior to admission.

A minimum final grade of "C" is required in all listed courses unless otherwise indicated.

SEMESTER	COURSE	COURSE NAME	CREDITS	NOTES
<b>PRE-REQUISITES</b>	ENG 111	College Composition I	3.0	Must complete before beginning the Practical Nursing Program
	BIO 145	Human Anatomy and Physiology for the Health Sciences	4.0	
	SDV 100	College Success Skills	1.0	
	PSY 230	Developmental Psychology	3.0	
	HLT 141	Medical Terminology	2.0	
<b>SEMESTER 1 (SPRING)</b>	PNE 186	Nursing Concepts I	6.0	Prerequisites: Admission to the Practical Nursing Program
	PNE 173	Pharmacology for Practical Nurses	2.0	Prerequisites: Admission to the Practical Nursing Program
<b>SEMESTER 2 (SUMMER)</b>	PNE 187	Nursing Concepts II	9.0	Prerequisites: Successful Completion of 1 <sup>st</sup> Semester Practical Nursing Courses
	PNE 116 or HLT 130	Normal Nutrition or Nutrition and Diet Therapy	1.0	Prerequisites: Successful Completion of 1 <sup>st</sup> Semester Practical Nursing Courses
<b>SEMESTER 3 (FALL)</b>	PNE 188	Nursing Concepts III	6.0	Prerequisites: Successful Completion of 2 <sup>nd</sup> Semester Practical Nursing Courses

PNE courses are offered only in the sequence indicated above. Students are required to take each PNE course in the indicated semester. Students are required to earn satisfactory grades in each listed course of the given semester before continuing to the course(s) of the next semester.

## Essential Functions and Standards of Performance

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To successfully complete the classroom and clinical components of the program, the student must, either independently or with reasonable accommodation, be able to perform all the following essential standards and functions. Students who are unable to meet these standards are not eligible for admission to the program and may be dismissed from the program if found to be deficient in one or more essential functions at any time after admission.

1. **Speech:** Establish interpersonal rapport and communicate verbally and in writing with clients, physicians, peers, family members, and the health-care team from a variety of social, emotional, cultural, and intellectual backgrounds.
2. **Hearing and Comprehension:** Auditory acuity sufficient to respond to verbal instruction, perceive and interpret various equipment signals, use the telephone, understand, and respond appropriately to verbal directions, and hear faint body sounds.
3. **Vision:** Visual acuity sufficient to identify and distinguish colors, read handwritten orders and any other handwritten or printed data such as medication records or scales, chart data, and provide for the safety of clients' condition by clearly viewing monitors and other equipment in order to correctly interpret data.
4. **Mobility:** Stand and/or walk eight hours daily in the clinical setting. Bend, squat, or kneel. Assist in lifting or moving clients of all age groups and weights. Perform cardiopulmonary resuscitation (move around client to manually compress chest and ventilate). Work with arms fully extended overhead. Lift 50 pounds independently and 125 pounds with assistance.
5. **Manual Dexterity:** Demonstrate eye/hand coordination sufficient to manipulate equipment.
6. **Fine Motor Ability:** Ability to use hands for grasping, pushing, pulling, and fine manipulation. Have tactile ability sufficient for physical assessment and manipulation of equipment.
7. **Mentation:** Ability to remain focused on multiple details and tasks for at least an eight-hour period of time. Assimilate and apply knowledge acquired through lectures, discussions, and readings.
8. **Smell:** Olfactory ability sufficient to monitor and assess health needs.
9. **Writing:** Ability to organize thoughts and present them clearly and logically in writing.



10. **Reading:** Ability to read and understand written directions, instructions, and comments in both classroom and clinical settings.

## Program Behavior Expectations

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The PVCC Health and Life Sciences Division reserves the right to refuse admission to applicants if such refusal is in the best interest of the program. The program will not accept any student who has been dismissed from another college or program due to misconduct or threatening behavior or who has been determined to be a potential threat. Students may be denied admission to the program if there is sufficient reason to believe that they present a danger to themselves, other members of the college community or clients in the clinical setting.

## Clinical Compliance Requirements

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All students who have been admitted to the program are required to provide documentation that they have met the program's clinical compliance requirements by the given deadline(s). These requirements may include – but are not limited to – a complete health assessment by a licensed healthcare provider, specific immunizations, and completed tests. Students who do not meet deadlines for providing documentation of clinical compliance may be barred from attending clinical sites and may be dismissed from the program. This includes any failure to follow instructions for properly submitting documentation.

Clinical compliance requirements are set by the clinical sites. PVCC does not have the authority to waive, exempt, or alter these requirements.

The following is a list of clinical compliance requirements for the program as of the date of this publication. **These are not requirements for admission.**

- Immunity to Measles, Mumps, and Rubella (MMR)
- Immunity to Varicella (Chicken Pox)
- Immunity to Hepatitis B or Declination Form
- Immunity to Tetanus, Diphtheria, and Pertussis (TDoP)
- Tuberculosis (TB) test, which determines exposure or active infection
- Vaccinated against Influenza
- An annual Virginia Risk Assessment Form
- Completed Physical Exam and Essential Functions Form
- Background Check
- Drug and Nicotine Screening (nicotine use does not prevent clinical attendance)
- CPR certification by American Heart Association Basic Life Support for Health Providers or American Red Cross Basic Life Support

*The program's clinical compliance requirements are subject to change at any time. Changes to clinical compliance requirements which were made after the date of publication are not reflected in this document.*

A current list of clinical compliance requirements can be obtained by contacting the Clinical Compliance Coordinator ([see Personnel and Contacts](#)).

## **Criminal Background Check and Drug Screening**

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All students admitted to the program must complete a background check and drug screening through the service and vendor designated by the Clinical Compliance Coordinator (see [Personnel and Contacts](#)). No other processes may be substituted for this requirement and no other service or vendor may be used. Forms and information will be made available to students after acceptance into the program. This testing is completed through an outside vendor and all fees must be paid directly to this vendor. Students are responsible for payment of this service and must complete the background check and drug screening by the deadline provided in the admissions packet. Students who have not completed the background check and drug screen within the required timeframe will be dismissed from the program.

Students may be required to complete background checks or drug screenings through multiple vendors and services as required by our clinical partners. These additional requirements, if any, will be communicated to admitted students.

No PVCC employee is authorized to predetermine the outcome of a background check or drug screening. Any information provided by a PVCC employee regarding a specific background check or drug screening should be considered as advisory only.

### **Background Check**

The background check will search for misdemeanor and felony convictions of any type. However, only "barrier" crimes will result in failure of the background check. "Barrier" crimes are those crimes which would bar a student from attending one or more of PVCC's clinical sites for this program or which would prevent the student from obtaining a relevant certification or licensure.

Students who are found, at any time after admission, to be convicted of a "barrier" crime may be dismissed from the program.

### ***Barrier Crimes for This Program***

Barrier crimes are those that would prevent a student from obtaining employment in a hospital, nursing home, home care organization, or hospice. Generally, criminal convictions for offenses involving abuse or neglect disqualify an applicant from employment. For a more complete list of barrier crimes, please check the Virginia Department of Nursing website:

[http://www.dhp.virginia.gov/media/dhpweb/docs/nursing/guidance/90\\_55.pdf](http://www.dhp.virginia.gov/media/dhpweb/docs/nursing/guidance/90_55.pdf)

### **Drug Screening**

The drug screen tests for amphetamine (methamphetamine), barbiturates, benzodiazepine, cocaine, marijuana, methadone, methaqualone, opiates (codeine, morphine), phencyclidine and propoxyphene.

Any of these drugs found in the student's drug screen will result in the student failing the drug screen. In cases of failure, the vendor of the screen will contact the student and, if the student failed due to a valid prescription, the student can send prescription documentation directly to the vendor, which may result in the student passing the drug screen. If no valid prescription covers a drug screen failure, the student will be dismissed from the program.

## Minimum Program Eligibility Requirements

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Only applicants who have completed the requirements listed below will be considered for admission.

All requirements **must** be met by the application due date (see [Application Dates](#)).

Applicants who meet all minimum program eligibility requirements are **not** guaranteed admission into the program. Applicants who do not meet each of the minimum program eligibility requirements will not be admitted into the program.

### In-Progress Coursework

Coursework which is still in progress can be used to meet minimum program eligibility requirements. Students who are admitted based on in-progress coursework will be offered *conditional admission* that requires the student to demonstrate that they have earned an eligible final grade by the date indicated on their admission notice.

### Changes From the Prior Application Year

ATI TEAS scores from tests taken at an ECPI location are no longer accepted.

### GPA Calculation

During eligibility screening and ranking, GPA is calculated by converting final grades for relevant coursework to numerical format and averaging by weight based on the number of credits completed for each applicable course. Standard grades convert to the following GPA.

LETTER GRADE	EQUIVALENT GPA
A	4.0
B	3.0
C	2.0
D	1.0
F	0.0

### Nonstandard Grades

A final grade of "P+" will be treated as a final grade of "C+" with a corresponding GPA of 2.5 for the purposes of GPA calculation.

All other final grades which are outside of the standard A-F grading scale will be evaluated and assigned value at the discretion of the head of the program (see [Personnel and Contacts](#)) or designee.

All final letter grades which are modified by a + or – (e.g. B+ or C-) will be treated as the unmodified version of that letter grade for the purposes of any GPA calculation, with the exception of “P+” final grades.

For example, a B+ and a B- would both be treated as a B (3.0).

## Transfer Credit

Only the PVCC Registrar's Office is authorized to accept transfer credits and apply such credits toward progress in the program of study. Students should consult the “Transfer Credit to PVCC” webpage ([pvcc.edu/transfer-credit-pvcc](http://pvcc.edu/transfer-credit-pvcc)) for instructions on how and when a transfer credit evaluation can be completed.

Credits which are accepted to meet admission requirements **are not** automatically eligible for transfer credit and must still be evaluated by the Registrar's Office after admission.

## Pre-Admission Transcript Evaluation

### General Education Courses

If you have taken any of the following courses at a college or university outside of the Virginia Community College System (VCCS) and are unsure if they will transfer to PVCC to satisfy a prerequisite or general education for Practical Nursing:

*ENG 111, BIO 145, HLT 141, or PSY 230*

### You will need to do the following:

1. Apply to PVCC through [our online portal](#)
2. Email Admissions and Advising ([admissions@pvcc.edu](mailto:admissions@pvcc.edu)) to request a pre-admission evaluation including the following information:
  - a. Full name and PVCC ID number
  - b. Program(s) you are applying to and desired application cycle (ex. Fall 2024)
  - c. Full name and city/state of the colleges up for review
  - d. Unofficial transcripts to have reviewed (do not include if within the VCCS)
    - Please make sure all grades and courses are legible
    - Highlight the courses up for evaluation
    - Your name and graduation dates should be visible

**Please note:** This review does not guarantee the transfer of courses from an outside college or university to PVCC. **This process is for application use only.** Omitted information in your email request will delay your evaluation return time.

3. Once this request is sent, you will receive a confirmation email that it has been submitted. From point of confirmation, you will be emailed your evaluation results **within 5 business days**. Consider this timeline in comparison to your application deadline.

**Once a student has gained admission to Practical Nursing, they must do the following:**

1. Complete an official [Transcript Evaluation Request Form](#) through the PVCC Registrar's Office to confirm that all prerequisite and general education course requirements are met. More information can be found here:  
<https://www.pvcc.edu/transcript-evaluation>

**Please note:** Once admitted, if it is determined that a prerequisite or general education course taken at an outside college or university does not meet PVCC transfer requirements, the course may need to be repeated to satisfy the degree.

An evaluation is not required to have the SDV course requirement waived. Any transcript which shows that a degree was conferred will suffice to waive the SDV requirement. Students who intend to receive *credit* for an SDV course should still seek a pre-admission transcript evaluation.

### **Program Specific Courses**

If you have taken any program specific courses, and want to transfer from another program, please send your unofficial transcripts to the program director, including syllabi and course descriptions, to determine transfer eligibility.

**Do NOT send official transcripts to PVCC for this application. Official transcripts or test scores sent separately to PVCC will not be reviewed with your application. All unofficial transcripts and test scores must be uploaded in the application portal.**

### **List of Requirements**

By the application due date (see [Application Dates](#)), all applicants must have completed all of the following requirements.

#### **1. Earned a Minimum Cumulative GPA of 2.0**

*Cumulative GPA is calculated across all college coursework completed including all VCCS and non-VCCS courses. Calculations are based on VCCS and PVCC policy, even for coursework completed outside of VCCS.*

#### **2. Be in good standing with the college.**

#### **3. Demonstrated competency in algebra.**

- TEAS math score of at least 50% or higher to be eligible for admission.

#### **4. Demonstrated competency in reading and writing.**

- Earned a "C" or better in ENG 111 College Composition or equivalent

#### **5. Demonstrated competency in biology (high school level)**

- TEAS Science score of at least 50% or higher to be eligible for admission.
- BIO 145 will not meet this prerequisite.

#### **6. Earned a "C" or better AND has a GPA of 2.5 or better in all PN prerequisite courses**

Students are eligible to apply for admission before they have completed all prerequisite courses. However, if the student is accepted to the Practical Nursing Program, the acceptance will be conditional on them earning a grade of "C" or better and maintaining a GPA of 2.5 or better.

It is highly recommended that students prioritize completing BIO 145 (or BIO 141 and BIO 142) and HLT 141 before applying for admission as those courses are weighted most in admissions decisions. **These courses must have been completed not earlier than eight (8) years prior to the application due date.**

**7. Earned a 50.0% or better on the ATI Test of Essential Academic Skills (TEAS) composite score and all subcategory scores**

Scores must have been achieved no earlier than two (2) years prior to the application due date. Subcategory scores from multiple different attempts may not be applied to meet requirements; all eligible scores must be achieved in the same attempt. No other examination is accepted for this requirement (e.g., Kaplan tests and HESI tests are not accepted).

ATI TEAS administered by an ECPI testing location are not accepted.

**8. Preference given to those with CNA experience**

A copy of your current CAN license must be uploaded to the application portal for preference to be applied.

**9. Applications must be completed and documentation received as described below no later than the application deadline of October 11, 2024 at 5 P.M.**

## PVCC Testing Centers

Students who seek to complete placement tests, entrance exams, and accreditation/licensure assessments may be able to do so through PVCC's testing centers. Visit [pvcc.edu/testing-centers](http://pvcc.edu/testing-centers) for more information.

Any required exams can be scheduled through any authorized testing center; applicants are not restricted to the PVCC Testing Centers for meeting admission requirements unless specifically indicated in this book.

## Required Documentation

Applicants must upload documentation to show evidence that each requirement has been met as part of their application.

Documentation which does not include the applicant's full name will not be reviewed.

Unofficial transcripts are acceptable documentation for all application requirements being met by specific coursework. In addition to the applicant's full name, valid transcripts must show **all** of the following information in order to be reviewed:

- Name of the school, college, or university as applicable
- Course subject and number (e.g., "BIO 141")
- Full name of course (e.g., "Human Anatomy & Physiology I")
- Semester and year of course completion (e.g., "Fall 2021")
- Number of credits awarded for course completion
- Final grade

Applicants are not required to upload transcripts for credit-bearing courses taken at VCCS schools. Transcripts for non-credit courses or from schools outside of the VCCS system must still be provided if applicable.

**Do NOT send official transcripts to PVCC for this application. Official transcripts or test scores sent separately to PVCC will not be reviewed with your application. All unofficial transcripts and test scores must be uploaded in the application portal.**

## Ranking Criteria

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If more applicants meet the minimum program eligibility requirements than there are available seats in this year's cohort, all eligible applicants will be ranked according to the following criteria in priority order.

- 1. Greatest number of curricular courses already completed with a "C" or better.**  
These are courses which are required for completion of the program, according to the [Curriculum](#) section.
- 2. Highest combined GPA of BIO 145 and HLT 141**  
If the student has taken NIO 141 and BIO 142 instead of BIO 145, then those two grades will be averaged for a combined BIO grade.
- 3. Highest TEAS composite score**
- 4. Residence in the PVCC Service Region**  
The PVCC Service Region is defined as the Virginia localities of Albemarle, Buckingham, Charlottesville, Fluvanna, Greene, Louisa, and Nelson.

Ties that occur during ranking are broken at the discretion of the head of the program (see [Personnel and Contacts](#)) or designee as necessary, based on past and potential future academic performance and professional success of the tied applicants.

## Application Process

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1. Apply for admission to PVCC. Only current PVCC students may apply to a health sciences program. Visit the PVCC Website ([pvcc.edu](http://pvcc.edu)) to apply.

**Please note: Admission to PVCC does not equate to admission to the Practical Nursing program. Students must apply separately through the HLS admissions portal for Practical Nursing.**

2. Enroll in the HLS Admissions Portal in Canvas by navigating to this URL: <https://learn.vccs.edu/enroll/JDAFHR>
3. Read the Application Instructions in the "START HERE" module
4. Once the application open date (see [Application Dates](#)) has passed, start an application for the program.
5. Complete all questions in the application questionnaire and upload all relevant documents by the application due date (see [Application Dates](#)).
  - a. **Your application will not be reviewed unless you have submitted the questionnaire and uploaded all relevant documents.**

6. Once the application due date has passed, your application will close and be transmitted to the Health and Life Sciences Division. Your application will be screened for eligibility according to the minimum program eligibility requirements and, if necessary, ranked according to the ranking criteria.
7. Within seven (7) business days of the decision date (see [Application Dates](#)) you will be contacted with the outcome of your application. Your application will be placed in one of the following statuses:
  - a. **Admitted.** Your application met minimum eligibility requirements and was ranked highly enough for a seat in this year's cohort. You'll receive instructions for accepting your admission. Your offer of admission may be conditional; additional steps may be required of you in order to retain your seat in the cohort. If your offer of admission is conditional, this will be communicated to you along with the specific conditions.
  - b. **Waitlisted.** Your application met minimum eligibility requirements but was not ranked highly enough for a seat in this year's cohort at this time. If a seat becomes available, the highest ranked applicant on the waitlist will be moved to "admitted" status and contacted accordingly.
  - c. **Denied.** Your application did not meet minimum eligibility requirements. You are not eligible to join the program for this cohort year. You will be provided with information regarding inquiries and formal appeals.

Applications do not carry over into future application cycles. If you are not admitted in this application cycle, you will need to submit a new application during the next cycle to be considered. Applications are not saved.

## Readmission

Students seeking readmission into the program or advanced placement transfers will be considered on a clinical space-available basis. Applicants for readmission must submit a letter detailing how the student intends to improve performance to the Associate Dean of Nursing. Students seeking readmission for the summer semester must submit their readmission letter by **February 15, 2024**. Students seeking readmission for the fall semester must submit their readmission letter by **March 15, 2024**. Students desiring readmission to PNE 173 or PNE 186 must apply as **new** applicants.

## Frequently Asked Questions

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### How long will it take to complete the Practical Nursing Program?

Once the prerequisite courses are completed, the Practical Nursing Program curriculum can be completed within one (1) year; Spring, Summer, and Fall semester.



## Am I an LPN when I complete the Practical Nursing Program?

No! Once you have earned the Certificate in Practical Nursing, you are eligible to take the State Board Licensing Examination (NCLEX-PN). Upon passing this examination, you are eligible to apply to the Virginia Board of Nursing for licensure.

## Are there any costs involved in the Practical Nursing Program?

In addition to tuition and the cost of transportation to clinical sites (including parking), students are responsible for the following items:

ITEM	ESTIMATED COST
Teas entrance exam	\$120
Books (includes ATI online learning system)	\$2000
Supplies (uniforms, nurse pak kit, etc.)	\$570
Health screening exam	\$100 - \$500 (depending on healthcare provider and immunizations or tests required)
Background check/drug screen	\$132
Nclex-pn exam (through Pearson Vue)	\$200
Trajecsys time system	\$150
Acemapp scheduling system	\$50
Virginia licensing application fee	\$170
Fingerprinting for VBON	\$35.95

## Where are the clinical assignments in the Program?

Clinical sites include, but are not limited to, Albemarle Health and Rehabilitation, Albemarle-Charlottesville Regional Jail, Augusta Health, Charlottesville Family Medicine, Madison Family Physicians, Pediatric Associates, The Laurels, UVA Medical Center, Western State Hospital, Westminster-Canterbury of the Blue Ridge, and local school systems. Please note that while we will make every effort to consider driving distances in all clinical assignments, we cannot guarantee to accommodate any individual schedule or site request. Carpooling with fellow students is highly encouraged.

Students will be expected to attend clinical sites that may be outside of the Charlottesville/Albemarle area and can be up to 50 miles from PVCC.

## If I transfer from another college, can I get credit for some of the general education classes?

Yes. Once your transcripts are on file in PVCC's Office of Admissions and Records, you may request that the registrar complete a transcript evaluation and send you written confirmation of courses accepted for transfer to PVCC. The Transcript Evaluation Request form can be found online at [Transcript Evaluation Request Form](#).

Do not submit official transcripts to PVCC until *after* you are admitted to the program. See the ["Transfer Credit" section under Curriculum](#) for details.

## Can I use BIO 141 and BIO 142 in place of BIO 145?

Yes. Students may take BIO 141 and BIO 142 in place of BIO 145 for the Practical Nursing Program. Please note that **both** BIO 141 and BIO 142 must be completed by the application due date ([see Application Dates](#)) to satisfy the curricular requirement before application. A final grade of "C" or better is required for both courses.

## Is there financial aid available to Practical Nursing students?

Yes. There are a number of financial aid opportunities. For further information, please contact the Financial Aid Office (434-961-6545). It is best to complete the financial aid application as soon as possible.