

NURSING PROGRAM ADMISSIONS

2011-2012

- Kirtland Community College's nursing program is "laddered": Level I (Practical Nursing) and Level II (RN).
- Level I must be completed before continuing on to Level II.
- The Level I program is offered at both the main campus in Roscommon and at the M-TEC in Gaylord.
- The Level II program is offered in Roscommon.

To apply for the nursing program at Kirtland Community College:

- Apply for college admission and declare nursing as your program of study. You may apply online at www.kirtland.edu/admissions/, by e-mail (admissions@kirtland.edu), or by calling our admissions office at 989-275-5000 ext 284. Proof of residency (copy of your driver's license or other valid proof) will be required to complete the application process. If a previous program of study has been declared, please contact our registrar's office to change your program of study to nursing (registrar@kirtland.edu or ext. 251).
- Have official high school and college transcripts sent for evaluation (if applicable): Kirtland Community College, Admissions Office, 10775 N. St. Helen Rd., Roscommon, MI 48653. Transfer credits will not be applied until your college application process is completed.
- Take the college placement testing (COMPASS) for reading, English, and math. Contact the admissions office for more information about testing dates and times. There is no fee for this testing. If English and math courses are being transferred from another college, COMPASS testing is not necessary. ACT testing from high school (if applicable) is also used to determine reading, English, and math placements.
- Seek advising from the nursing program advisor (Anne Essmaker: ext. 372 or essmakea@kirtland.edu). The nursing advisor will explain the nursing program, the application process, and the required prerequisite course work for the program. Advising is done both in Roscommon and at the M-TEC in Gaylord. Please call to schedule an advising appointment: Roscommon (989-275-5000 ext. 281); M-TEC Gaylord (989-705-3600). Pre-nursing orientations are scheduled on a regular basis and attendance is highly recommended.
- A "**Request for Admission to Nursing**" application must be submitted to the Health Careers Office between December 1, 2010 and March 1, 2011 to be considered for the fall 2011 full-time program or the winter 2012 part-time program. Applications are not carried over from year to year. Prerequisite course work does not need to be completed at the time of application but must be completed prior to the start of the program. Please contact the Health Career's office after November 1, 2010 for instructions on obtaining the application packet (989-275-5000 ext. 281).
- Criminal History: See back of page for details.
- Required Abilities and Immunizations: See back of page for details.
- Program Ranking and Notice of Acceptance: See back of page for details.
- Please contact the Financial Aid Department for information on grants, loans, and scholarships (www.kirtland.edu/finaid/), by e-mail: finaid@kirtland.edu, or phone: 989-275-5000 ext. 257. Please don't procrastinate on applying for financial aid. Get started early.

For more information, please contact:

Anne Essmaker
Director of Health Careers Services
989.275.5000 ext. 372
essmakea@kirtland.edu

- **CRIMINAL HISTORY:** Applicants for any of the health career programs at Kirtland Community College are required to complete a process to determine criminal history. A fee is required, and this procedure is discussed at pre-nursing orientations or with the nursing advisor. Felony convictions and certain misdemeanor convictions may prohibit admission to the nursing program due to the inability to place students with criminal histories in clinical facilities.

- **REQUIRED ABILITIES:** A list of required abilities and the immunizations required for the program are available from the Health Careers Office or online at <http://kirtland.edu/academic/nur.htm>.

- **RANKING:** Applicants with the required grade point averages (2.5 for Level I; 3.0 for Level II) are ranked for acceptance into the nursing program based on:
 - Anticipated date of completion of prerequisite course work.
 - Date of college application declaring nursing as your program of study.
 - Preference will be given to those students who reside within Kirtland's district, then to those who reside within the local service area (those counties contiguous to Kirtland's district), then to those who reside outside of the local service area.
 - *We were not able to admit all qualified applicants for this year's program.*
 - *Applications are not carried over from year to year, and no waiting list is maintained. Reapplication is required each year.*
 - *We are unable to determine eligibility for next year's program at this time.*

- **NOTICE OF ACCEPTANCE INTO THE PROGRAM:**
 - Students accepted into the full-time nursing programs are notified by letter at the conclusion of the winter semester (letters are mailed by early June). The full-time nursing programs begin each fall semester (late August).
 - Students accepted into the part-time nursing programs are notified by letter in early fall (final acceptance letters are mailed in late December). The part-time nursing programs begin each winter semester (early January).
 - *All prerequisite course work must be completed to be eligible for final acceptance into the nursing program.*