



PRACTICAL NURSING ENTRANCE TEST APPLICATION

Thank you for your interest in Rockland BOCES Practical Nursing Program. The admission process begins with taking the Accuplacer's reading comprehension and arithmetic tests. If you would like to schedule a test session, please complete and return the Entrance Test Application Form with your payment and choice of test date. You must register for the test in advance. Admission test seats will be assigned on a "first come, first served" basis with limited availability. Applicants may only take the test once a year. See the attached Application Process for further details.

COURSE FOR 2018-19 Full-time daytime class starts in August 2018. Class schedule is Monday-Friday, 8:00 a.m. – 2 p.m.

LICENSURE PREPARATION:

Rockland BOCES PN 10-month course prepares students for the NCLEX-PN State Board Licensing Examination. This program is taught in English.

FINANCIAL ASSISTANCE:

Federal Student Aid is available for eligible applicants. This program is approved by U.S. Dept. of Veteran Affairs and SEIU 1199 education benefits.

ADMISSION REQUIREMENTS:

Must be at least 17 years of age and a high school graduate.

Transfer admissions are not accepted. Credits are not given for prior program of study. Each applicant is evaluated by the following criteria:

- 1-Entrance Test scores
- 2-Personal interview
- 3-References

Please note: If you have any criminal charges, is possible the state licensing board may not allow you to receive a license. You may find more information at www.op.nysed.gov/prof/nurse

ADMISSION PROCESS:

- Pass Accuplacer entrance tests
- Attend an interview
- Pay course fees and tuition

TEST DAY:

Must bring a copy of the following items on the day of the test (COPY MACHINES WILL NOT BE AVAILABLE):

1. U.S. birth certificate, U.S. passport, citizenship paper, alien card or INS documentation of legal status
2. Picture ID (driver's license, passport or alien card)
3. Social Security Card
4. High school transcript is required directly from the high school. Equivalency diploma or TASC certificate is acceptable. Foreign high school diploma should be evaluated by an official translating agency stating it is equivalent to U.S. high school transcript.

The test fee is \$50.00 non-refundable. Cash and personal checks are not accepted. We accept money order made payable to ROCKLAND BOCES or credit card (VISA or MasterCard). Prepaid test registration is good for one year. High school seniors graduating prior to the start of the PN course, may have test fee waived with proof of passing the Accuplacer tests at their high schools or CTEC. Pass scores must be within the last two years. The entrance test site is located in Rockland BOCES Career & Technical Education Center, Bldg. 3, 65 Parrott Rd., West Nyack. Driving directions are available at <http://rocklandboces.org>

RE-ADMISSION REQUIREMENTS:

Students returning to the program must call the PN Office at (845) 627-4830 to obtain an application and return it with the following documents by April 30, 2018:

- Post-secondary school transcript
- Written essay of Intent
- Written essay of Self-Assessment

There are no date extensions for submitting the above-mentioned documents after the deadline date.

For more information, contact Ms. Torres in the Practical Nursing Office at (845) 627-4830 or etorres@rboces.org



APPLICATION PROCESS FOR ENROLLMENT

- STEP # 1: Pass the Accuplacer's reading comprehension and arithmetic tests.
- STEP # 2: Participate in an interview with the Admissions Committee.
- STEP # 3: Receive a letter of acceptance or notice of waiting list, based on the Committee's decision by June 30th.
- STEP # 4: Complete financial aid application and meet with Financial Aid Advisor.
- STEP # 5: Submit a completed school medical form signed by a physician.
- STEP # 6: Pay the required fees by the deadline date.

ACCUPLACER Entrance Exam:

- The entrance exam will be taken on the computer, a minimal level of computer skills will be required, and assistance will be provided to help orient you if necessary.
- Minimum scores of 75 on the reading and 65 on the math are required to pass the entrance test. Applicants are required to meet both pass scores to qualify for an interview, (no calculators are permitted, but scrap paper will be provided).
- Successful candidates generally complete both parts of the assessment in less than 90 minutes.
- Applicants who obtain at least a minimum score on both the reading and math in less than 2 hours will be scheduled for an interview with the Admissions Committee. Applicants may only take the test once a year. Prepaid test registration and pass scores are good for one year.

How to prepare for the test:

You may purchase study guides sold at any bookstore. Suggested books:

- Accuplacer Exam Practice Questions Study Guide by Accuplacer Exam Secrets Test Prep Team
- Bob Miller's Math for Accuplacer by Bob Miller

The following websites may be used to review for the Accuplacer entrance test. These sites have no affiliation with and are not maintained by Rockland BOCES. These links will connect you to practice exams with similar test questions. They are offered to you as another option for your review. Rockland BOCES is not responsible for any results of your using these websites. Some sites contain more information than you will need. Please make sure to only review the basic arithmetic and reading comprehension sections. You will not be tested on any other subject areas.

<http://www.testprepreview.com/>

http://www.collegeboard.com/prod_downloads/student/testing/accuplacer/H11797_sample_questions.pdf

<http://ux.brookdalecc.edu/fac/reading/mhurley/>

For information about preparing for the Accuplacer test using a FREE study app, visit the following link: <http://accuplacer.collegeboard.org/students/prepare-for-accuplacer>

Rockland BOCES Adult Education offers classroom Prep Course to study for the Accuplacer entrance tests. For schedule and registration, call (845) 348-3500.

Returning Students:

Students who were admitted in this program before and wish to re-enroll must submit the following by April 30, 2018, and participate in an interview:

- Practical Nursing Application for 2018
- Written essay of intent which describes applicant's commitment
- Written essay of self-assessment which identifies applicant's strategies and plans in becoming successful in their re-enrollment

Interviews for re-entry will be scheduled upon receiving the required documents by the deadline date, no extensions will be allowed under any circumstances.

Returning students will be notified via e-mail and postal mail about their re-entry after the interview. If accepted, the following requirements must be met by July 2, 2018:

- Submit school medical form signed by physician (must be current)
- Complete financial aid procedure
- Pay the required fees by due date, provided there is a zero tuition balance from the previous school term attended

ROCKLAND BOCES PRACTICAL NURSING PROGRAM TUITION, FEES, AND EXPENSES 2018-2019

The following non-refundable fees must be paid by July 27th

Administration Fee:	\$400
Lab Fee:	\$250
NLN Test Fee:	<u>\$150</u>
Total:	\$800

Tuition for 2018-2019: \$14,500*(textbooks included)

**Textbooks are included and tuition is subject to change without notice. Students may request to purchase textbooks on their own with reduced tuition; however, the student is responsible for the additional costs charged by the book vendor such as shipping, handling, tax, software fee, etc.*

Financial Aid application and/or Tuition Payment Plan Agreement must be completed no later than by Aug. 24th.

Interest-free TWO-payment plan exclusively for tuition:

- 1) First installment is 50% of the tuition payment which must be paid by Sept. 7th;
- 2) Second installment is the final payment of 50% due Jan. 25th

Payments must be made as money orders or credit cards (MasterCard or VISA). Cash or personal checks are not accepted.

Costs for Attending the PN Program (NOT included with tuition, must be paid directly to the vendors, not to

BOCES:

Start of the Program: (costs are approximate)

Physical Exam (if uninsured):	\$50-\$375
Supplies:	\$300
Uniform & Shoes	\$325
Watch:	\$30
Accessories	\$30

End of the Program: (costs are approximate)

State Board Exam:	\$343
Review Course: (optional)	\$350
Pin:	\$60

Financial Aid: PELL Grant and Direct Student Loans are available if applicants meet Federal Student Aid eligibility. The FAFSA application is online at www.fafsa.ed.gov. This program of study is approved by (Service Employees International Union) SEIU 1199 and U.S. Dept. of Veteran Affairs for education benefits.

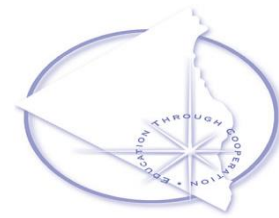
Eligibility Requirements for Federal Student Aid (Financial Aid):

- Have a high school transcript or state-approved high school equivalency credential or an evaluated foreign diploma stating secondary education is equivalent to U.S. high school education
- Must be U.S. citizen or eligible non-citizen
- Enrolled in the practical nursing program
- Registered with Selective Services (for male students only)
- Have no defaulted federal education loans
- Only undergraduates are eligible for Pell Grants

Refund Policy: Tuition refunds, when due, are made upon written request from the student on or before the first day of class. All fees associated with PN Administration, lab, and test fees are non-refundable. Refunds are calculated based on the amount of course completion and are processed within 45 days of the last day of attendance. The Federal Student Aid Title IV Refund Policy and Procedures will be followed as mandated by Federal Law. Contact the Practical Nursing Office at 845-627-4830 for further details of the refund policy of Federal Student Aid and R2T4 calculation.

Amount of refunds for self-pay students are determined based on the amount of the class completed as follows:

<u>% Completion of Enrollment Period</u>	<u>% Refund of Paid Tuition</u>
0%	100%
10% or less	75%
11% or less than 60%	20%
60% and over	0%



2018 ENTRANCE TEST APPLICATION FORM

LAST NAME: <i>(PLEASE PRINT CLEARLY)</i>	FIRST NAME:
TELEPHONE NUMBER (Cell):	(Home):
EMAIL ADDRESS:	
STREET ADDRESS:	APT #:
CITY:	STATE: ZIP CODE:

How did you hear about Rockland BOCES Practical Nursing? <input type="checkbox"/> Family or friend <input type="checkbox"/> Radio <input type="checkbox"/> Newspaper or mall billboard <input type="checkbox"/> BOCES' website	Are you currently employed in a full-time healthcare position? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you have prior educational training in healthcare? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Please return this form with a \$50.00 nonrefundable payment before the test date. ***Cash and personal checks are not accepted.*** We accept money order made payable to Rockland BOCES or credit card (MasterCard or VISA)

Name:	
Same name as registrant? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Card Number:	Expiration Date:

Send this application to:
ROCKLAND BOCES PN PROGRAM
 65 Parrott Road, CTEC Bldg. 3
 West Nyack, N.Y. 10994

This application must be sent in advance with payment. Listed below are all the scheduled test dates and times available. Check (✓) one to reserve a date. Do not wait until June to take the test. There are limited spaces available in the Practical Nursing course. Applicants may sit for the entrance test once a year.

- | | | |
|---|---|--|
| <input type="checkbox"/> Thurs., Feb. 15, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., Feb. 15, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., Feb. 22, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., Feb. 22, 2018 at 1 p.m.
<input type="checkbox"/> Tues., Mar. 13, 2018 at 9 a.m.
<input type="checkbox"/> Tues., Mar. 13, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., Mar. 15, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., Mar. 15, 2018 at 1 p.m.
<input type="checkbox"/> Tues., Mar. 20, 2018 at 9 a.m.
<input type="checkbox"/> Tues., Mar. 20, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., Mar. 22, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., Mar. 22, 2018 at 1 p.m.
<input type="checkbox"/> Tues., Apr. 10, 2018 at 9 a.m. | <input type="checkbox"/> Tues., Apr. 10, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., Apr. 12, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., Apr. 12, 2018 at 1 p.m.
<input type="checkbox"/> Tues., Apr. 24, 2018 at 9 a.m.
<input type="checkbox"/> Tues., Apr. 24, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., May 3, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., May 3, 2018 at 1 p.m.
<input type="checkbox"/> Tues., May 8, 2018 at 9 a.m.
<input type="checkbox"/> Tues., May 8, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., May 10, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., May 10, 2018 at 1 p.m.
<input type="checkbox"/> Tues., May 15, 2018 at 9 a.m.
<input type="checkbox"/> Tues., May 15, 2018 at 1 p.m. | <input type="checkbox"/> Tues., May 22, 2018 at 9 a.m.
<input type="checkbox"/> Tues., May 22, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., Jun. 7, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., Jun. 7, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., Jun. 14, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., Jun. 14, 2018 at 1 p.m.
<input type="checkbox"/> Tues., Jun. 19, 2018 at 9 a.m.
<input type="checkbox"/> Tues., Jun. 19, 2018 at 1 p.m.
<input type="checkbox"/> Thurs., Jun. 21, 2018 at 9 a.m.
<input type="checkbox"/> Thurs., Jun. 21, 2018 at 1 p.m.
<input type="checkbox"/> Tues., Jun. 26, 2018 at 9 a.m.
<input type="checkbox"/> Tues., Jun. 26, 2018 at 1 p.m. |
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An E-mail confirmation will be sent to you. Test site is at Rockland BOCES CTEC, Bldg #3, 65 Parrott Road, West Nyack. We expect you to be punctual on your selected test date. Dates may be subject to change. We will notify you if we need to reschedule. Test fee is non-refundable. Prepaid test registration and pass test scores are good for one year.

Signature: _____ Date: _____