

## 2017 Practical Nursing Technology Application Requirements Program is a Certificate Program

For priority consideration in the Practical Nursing Technology program, all of the items listed below must be received by the Office of Admissions by February 15. Candidates may submit applications after February 15, but those applications will not be given preference. If the program is not filled, applications will continue to be accepted until the class is filled.

1. **Application for Admission**, available online at [www.statetechmo.edu](http://www.statetechmo.edu) (no application fee).
2. **Education Record\*** - Submit all that apply to you:
  - High school students will be given tentative admission based on a sixth or seventh semester transcript. An official eight-semester transcript from an accredited high school must be submitted after high school graduation and be mailed directly from your high school to the Office of Admissions. The final, original transcript must be in a sealed, unopened envelope (not faxed) and should include the date of graduation, final GPA, school seal, and signature of school official.  
OR
  - Official passing high school equivalency test (HiSET or GED) score report - Missouri HiSET or GED score reports will be obtained online by the Office of Admissions. Faxed copies are not accepted. High school equivalency graduates outside of Missouri should request that the State Department of Education in the capital city of the state in which they tested send an official copy of their score report to the Office of Admissions.  
OR
  - A home-school transcript  
OR
  - Transfer Student - Official college transcript(s) with 24 or more semester credits from an accredited higher education institution. If the applicant has earned less than 24 college semester credits, submit both the official college transcript and an official high school transcript or official passing high school equivalency test (HiSET or GED) score report or home-school transcript.

\*Applicants who do not have an Education Record should contact the Office of Admissions.

3. **HESI A2 Exam – schedule by contacting the STC Testing Center (573.897.5130 or 800.743.8324 X5130) to schedule your testing appointment. Testing Dates: Arrive at 8:45 am and testing begins at 9:00 am on October 13, 2016 / November 10, 2016 / December 8, 2016 / January 12, 2017 / February 9, 2017 / March 9, 2017 / April 20, 2017 / May 11, 2017 / June 8, 2017 / July 13, 2017 / August 10, 2017. A minimum of a 70% is required. The applicant can retest up to 2 times in an admission cycle and the highest score is used in the admissions process. Previous HESI scores taken on or after February 15, 2015 will be accepted and may be from other institutions or testing locations. Cost is \$37.00 per test.**
4. Total of four hours documented **Observation Experience** with a Licensed Practical Nurse (LPN). The observation will not be accepted if completed at the applicant's current place of employment. Both forms ([Applicant Initial Set-Up of Observation Form](#) and [Applicant Observation Form](#)) need to be completed and submitted to the Office of Admissions. (See [Site Observations Suggestions](#)).
5. Test Scores: Submit either ACT, ACCUPLACER, and/or COMPASS test scores.
  - Test scores are used for course placement only.
  - Test scores may be waived with approved transfer credit.
  - Results from these tests must be less than five years old.
  - The ACCUPLACER test is offered on the State Technical College of Missouri campus for a nominal fee. To prepare for the test, visit <https://accuplacer.collegeboard.org/students/prepare-for-accuplacer>. Contact the Office of Admissions to schedule a test appointment.
  - Check [www.actstudent.org](http://www.actstudent.org) for ACT test locations, fees, and details for registering for the test. State Tech is a testing location and our test code is 5105.
  - **Certificate Program Requirements:**

Test	Minimum Algebra Score	Minimum English Score	Minimum Reading Score
ACT	15	18	18
ACCUPLACER	34	92	85
COMPASS	18	70	81

Note: Applicants may be contacted for an **interview**.

**Reminder:** Apply for scholarships - details at <https://www.statetechmo.edu/scholarship-guidelines/> - Application Deadlines Vary!

Mail to: State Technical College of Missouri-Office of Admissions  
One Technology Drive  
Linn, MO 65051

Fax: 573-897-5026  
Phone: 573-897-5000 or 1-800-743-8324  
Email: [admissions@statetechmo.edu](mailto:admissions@statetechmo.edu)

Note: Completing all application requirements does not guarantee admission into a program.