



PRACTICAL NURSING

**Orlando Health South Lake
Hospital Campus/Full Time**

Class Starts: April 3, 2023

Application Period:

Open Now – February 17

Testing Deadline:

February 15

Full Time Program

8:00am-4:00pm (clinical setting hours vary 6:30am – 2:30pm)
Monday through Thursday

STEP 1: Take the Basic Skills Assessment* (BSA) and TEAS** tests. The deadline for testing is one week prior to the application deadline.

STEP 2: Upon completion of the assessments, you will receive an application packet from a Career Advisor which must be completed within the "Application Period."

STEP 3: Complete and submit the application packet to a Career Advisor in Admissions before the deadline. No incomplete applications will be accepted.

**If you have a standard diploma or higher from a public Florida high school since 2007, have earned a State of Florida High School Diploma via GED® since 2014, or you have an associate's degree or higher from an accredited college/university, you may be exempt from the basic skills test. Please, contact Admissions for details and for a review of your transcripts.*

*** Prior to TEAS testing, you must create an account at www.ATItesting.com to obtain a user name and password. Please make note of this information and bring it with you when you test. ***

ASSESSMENT CENTER

Basic Skills Assessment (BSA) Test: \$25

TEAS Test: \$85

Appointments are available Monday – Friday.

Call to schedule: 352.589.2250

*Walk-in availability is not guaranteed, but may be available on Monday & Wednesday, 8am & 1pm.
(Summer Hours June & July: Closed on Fridays)*

Class start dates and testing dates are subject to change.

Practical Nursing Program FULL-TIME AT ORLANDO HEALTH SOUTH LAKE HOSPITAL- CLERMONT

Name: _____ Last 4 of SS#: _____

Maiden name (if applicable): _____ DOB: ____/____/____ (MM/DD/YYYY)

TO BE COMPLETED BY CAREER ADVISOR ONLY – Verify and collect all documentation. Put in LPN bin for review by Dean. All completed packets will be collected by HSE on the deadline date.

FOR OFFICE USE ONLY: Please initial next to each number. If N/A, still initial and write “n/a” next to it when information is not being submitted.

- ____ 1. (**Required**) Review & verify online application is complete and information within is correct.
- ____ 2. (**Required**) Verified Basic Skills Assessment test results are no greater than two years old** or HS DIPLOMA 2007+, GED 2014+ or COLLEGE DEGREE. (No copies needed of scores)
- ____ 3. (**Required**) Completed residency documentation for Admissions.
- ____ 4. (**Required**) Completed Student Data form for Admissions.
- ____ 5. (**Required**) TEAS test results no greater than two years old. ***Attach TEAS results**
- ____ 6. (**Required**) Verified official secondary/high school or GED transcripts for HSE. ***Must be scanned into the system.**

Career Advisor: BSA Scores

R _____ M _____ L _____

- ____ 7. (**If applicable**) Counseled student and verified ALL official college/university or technical college transcripts for HSE.
Student's Initial: _____ Dean Initials _____ Date _____ Points _____
- ____ 8. (**If applicable**) Medically related work experience in the form of an employer letter or employment verification stating: dates of employment, position held, and duration of employment. The letter should be on company letterhead and signed by an administrator or HR department. Letters of recommendation are not accepted. ***Attach letter(s)**
Student's Initial: _____
- ____ 9. (**If applicable**) A copy of any current medically related licensure i.e. CNA, MA, EMT, CPT, PTCB. ***Attach copy**
Student's Initial: _____
- ____ 10. (**If applicable**) US Armed Forces completed training Medics, Para rescue, or Corpsman - documentation is required.
Student's Initial: _____

- ____ 11. Has the student applied for financial aid? YES ____ NO ____

If YES, refer to FA to complete process. If NO, have student complete disclaimer below.

STUDENT DISCLAIMER: I am aware that the FAFSA is available and understand that it is necessary to complete the FAFSA to obtain federal financial aid and/or scholarships. **Student's Initial:** _____

CHOOSE ONE:

- ☐ I will **complete** the FAFSA. I understand it can take several weeks to process. **Student's Initials:** _____
- ☐ I am choosing **not to complete** the FAFSA. I understand I am financially responsible for the entire program, whether self-pay or via sponsorship. **Student's Initials:** _____

All items verified by LTC Career Advisor: _____ Date Submitted: _____

APPLICATION INSTRUCTIONS

Thank you for expressing interest in Lake Technical College's Practical Nursing program.

Getting Started

- **Application Period: Open Now - February 17, 2023**
- Fill out an LTC application. Select the red **APPLY NOW** tab located in the top right section of our website, www.laketech.org.
- Schedule a **Test of Essential Academic Skills (TEAS)** test. Additional information about TEAS is located on page (2) of this brochure. **To be considered for the April 3, 2023 class, the TEAS must be completed no later than February 15, 2023.**

Documents Needed for Enrollment

The following items should be completed and submitted by the applicant to the Lake Technical College Admissions Office as a **single packet** and must include the following: (Partial/incomplete packets are not accepted)

- ☐ (Required) An official high school or GED transcript.
- ☐ (Required) Basic Skills Assessment test results that are no greater than two years old* or BSA Exempt, High school, College Degree
- ☐ (Required) TEAS test results that are no greater than two years old
- ☐ (If applicable) Official transcript from College/University and/or Technical College
- ☐ (If applicable) Medically related work experience in the form of an employer letter stating: dates of employment, position held, and full or part time. The letter should be on company letterhead and signed by an administrator or HR department. Letters not meeting this criteria or letters of recommendation are not accepted.
- ☐ (If applicable) A copy of any current medically related certifications or licensure i.e. CNA, MA, EMT, PTCB.
- ☐ (If applicable) US Armed Forces completed training Medics, Para rescue, or Corpsman - documentation is required.

Important Notes

- Transcripts must be official and submitted in a sealed envelope. **DO NOT** open the transcript envelope, submit it in the official sealed envelope. **All official transcripts must be received by LTC at the time of application submission.**
- College/University and/or Technical College transcripts, medically related work experience, certifications and licenses are not required for acceptance into the program. Those items, while optional, are considered in the selection process.
- Complete packets should be submitted to a Career Advisor in the admissions office at our Main Campus Eustis location.
- **Packets are not accepted after February 17, 2023 for the April 3, 2023 program.**

Eligibility

- A Point System is used as selection criteria to determine each available seat (24 available) in the Practical Nursing cohort.

Acceptance Information

- **Applicants are notified** their acceptance status via e-mail the **week of February 24, 2023**.
 - Accepted into the Program
 - Placed on an alternate list for program acceptance in the event of an accepted declination
 - Not accepted for entry at the current time

What's Next

- **All accepted students are conditionally accepted into the Practical Nursing program. Students are then required to complete acceptance packets and attend a Mandatory Orientation on March 2, 2023 to secure their seat.**
- Additionally, mandatory requirements for program entry will be communicated at the time of acceptance and during the orientation session. Accepted students should review the acceptance packet carefully for details and observe deadlines to avoid forfeiture of their seat.

Testing Information

TEAS

- The TEAS is an evaluation tool that measures reading, language, math and science and is available on our Main Campus in Eustis on Mondays at 8am, 1pm, and 4pm; and at 8am and 12pm Tuesday – Thursday; and 8am on Friday.
- The testing fee is \$85.00.
- Students should create an **ATI account** prior to taking the TEAS test. To create an account, visit the ATI website at www.atitesting.com.
- **TEAS TEST SCORES** are available in admissions for applicants taking the TEAS at Lake Tech. Students can also access their score by logging into ATI at www.atitesting.com.
- **TEAS RETESTS:** Applicants may retest after six (6) weeks and no more than three (3) times in a two-year period.

BASIC SKILLS ASSESSMENT (BSA)

- *Several exemptions to **Basic Skills** are accepted. In order to be exempt, a student must submit official documentation to a Career Advisor for verification of an exemption.
- If you have a standard diploma or higher from a **public** Florida high school since 2007, have earned a State of Florida High School Diploma via GED® since 2014, or you have an associate's degree or higher from an accredited college/university, you may be exempt from the basic skills test. Please, contact Admissions for details and for a review of your transcripts.

For additional assistance or information, please contact a Lake Technical College Career Advisor at 352-589-2250.

Full-time Practical Nursing Program

Practical Nursing Program Full-time - At Orlando Health South Lake Hospital	Class Begins: April 3, 2023
TEAS Testing Window: Open Now – February 15	
APPLICATION DEADLINE: February 17, 2023	NOTE: Packets are not accepted after February 17, 2023. Incomplete packets will be not be accepted at any time.
APPLICATION SUBMITTED TO:	Admissions Office - Main Campus 2001 Kurt Street, Eustis, Florida
NOTIFICATION OF ACCEPTANCE	Week of February 24, 2023
CLASS HOURS	Monday thru Thursday from 8:00am – 4:00pm (clinical setting hours vary 6:30am – 2:30pm)
MANDATORY ORIENTATION	March 2, 2023 Accepted applicants will be notified of place and time in their acceptance letter.