



ANTELOPE  
VALLEY  
COLLEGE

Health and Safety Sciences

Enrollment packets will be accepted  
from February 5 to February 23, 2024.

Only complete enrollment packets will  
be considered.

## VERIFICATION OF PREREQUISITES FOR ADMISSION TO THE VOCATIONAL NURSING (VN) PROGRAM

1. **Complete the form attached to these instructions.**
2. **Attach proof of high school graduation or high school equivalency.** We accept the following proof of high school graduation or equivalency:
  - Official high school transcript from a high school that is approved by the State Department of Education.
  - Official GED results, approved by the State Department of Education.
  - Official high school transcript or GED results, approved by a nationally-recognized regionally accrediting body.
  - Official evaluation of foreign transcripts by an agency accredited by the National Association of Credential Evaluation Services (NACES). The evaluation must state that the student has the equivalent of senior (12th grade) graduation in the United States.

“Official” high school equivalency documents must be submitted in sealed envelopes that have not been opened by the student.

3. **Attach official transcripts for colleges and Certified Nursing Assistant certification, which show completion of pre-requisite courses pertaining to the Vocational Nursing Program (BIOL 100, NF 100, PSY 101).**

“Official” college transcripts must be submitted in sealed envelopes that have not been opened by the student.

4. **A copy of the Educational Planning and Evaluation Form completed by an AVC counselor.** The form should be completed no more than one year prior to submitting the enrollment packet and must be specific for the vocational nursing program. If you have completed prior college credits call 661-722-6300, extension 6338, to schedule an appointment.

**Please be aware, counseling will not make evaluation appointments for students two weeks from deadline. Do not wait until the last minute to complete this step if you wish to apply.**

5. **Submit items 1 – 4 to the Health and Safety Sciences Division (Nursing Department) between February 5 and February 23, 2024.**

**Only official documents are accepted. Faxed or electronic documents are not official and are not accepted.**

- All students who submit complete enrollment packets for the vocational nursing program between February 5 and February 23, 2024, will be screened using the multi-criteria points system and placed into the program according to highest points. Order of application by date will apply when point number is the same (ex. If two applicants have the same number of points, the applicant who applied at an earlier date will be admitted) Ten percent of those admitted for enrollment will be selected using a lottery system. The number of students enrolled into the program is limited by the availability of faculty and clinical agencies.
- Students will be notified by email of acceptance or non-acceptance by the end of May.
- It is the student's responsibility to keep the Nursing Department informed of any changes in address, telephone number and/or email address. Please call 661-722-6300, extension 6402, to do this.
- We will make only **one** attempt to notify students of acceptance by email/mail. If this contact is not successful, it will be assumed that the student is no longer interested in being admitted to the vocational nursing program.
- All students who receive enrollment letters are required to attend a mandatory student orientation.
- **BIOL 100, NF 100 and PSY 101, must be completed before a student can apply and be admitted to the program.**
- Pont Assignment for the program will be screened by the following criteria:
  - Academic Degree or Diploma Held by Applicant (10 points maximum)
    - BS/BA: 10 Points
    - AA: 5 Points
  - Grade Point Average in Science Course Work (20 points maximum)
    - Relevant Coursework: BIOL 201 (Human Anatomy), BIOL 202 (Human Physiology), BIOL 204 (Microbiology), BIOL 100( Elementary Human Anatomy and Physiology)
      - Grade received will determine points:
        - A = 5 points
        - B = 4 points
        - C = 3 points
        - D = 0 points
  - Grade Point Average in Relevant Course Work
    - Relevant Coursework: PSY 101 (General Psychology), NF 100 (Nutrition), ENGL 101 (Academic Compositions), MATH 102 OR MATH 115 (points for one only)
      - Grade received will determine points:
        - A = 5 points
        - B = 4 points
        - C = 3 points
        - D = 0 points

**Incomplete enrollment packets will not be considered. Students will not be notified that their enrollment packet is incomplete and will have their packet sent back to them once initial screening takes place. Initial screening of enrollment packets will be conducted after the application period closes. Please ensure you follow steps 1 through 5 before you turn in your packet. It is the student's responsibility to ensure their enrollment packet is being turned in, in its entirety and includes all required documentation.**

Applications will be active for a two year (24 month period) beginning on the date the application is turned in. Should any student not be admitted with that 24 month period, their application will automatically be removed from the applicant list. If the student is interested in keeping their application active, they will be required to reapply to the program.

Antelope Valley College prohibits discrimination and harassment based on sex, gender, race, color, religion, national origin or ancestry, age, disability, marital status, sexual orientation, cancer-related medical condition, or genetic predisposition. Upon request, we will consider reasonable accommodation to permit individuals with protected disabilities to (a) complete the employment or admission process, (b) perform essential job functions, (c) enjoy benefits and privileges of similarly-situated individuals without disabilities, and (d) participate in instruction, programs, services, activities or events.

**11/2019, 11/2022, 2/2023**



ANTELOPE VALLEY COLLEGE

Health and Safety Sciences

For Office Use Only

Date Received: \_\_\_\_\_

Time Received: \_\_\_\_\_

Complete: Yes\_\_\_ No\_\_\_

Reason: \_\_\_\_\_

\_\_\_\_\_

VERIFICATION OF PREREQUISITES FOR ADMISSION TO THE VOCATIONAL NURSING (VN) PROGRAM

(Please print or type information and sign on the back of the page where indicated)

AVC ID Number \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail address \_\_\_\_\_

Name \_\_\_\_\_ Last First Middle Maiden and Other Names Used

Address \_\_\_\_\_ Number and Street City State Zip Code

Education:

Table with 5 columns: Name of School, Address, Entrance Date, Graduation or Departure Date. Rows include High school(s) attended, College(s) attended (include AVC), and Nurse Aide or Home Health Aide Training.

- \_\_\_\_\_ I have completed BIOL 100 (Elementary Human Anatomy & Physiology) at Antelope Valley College.
- \_\_\_\_\_ I have completed \_\_\_\_\_ units of Elementary Human Anatomy & Physiology at \_\_\_\_\_ (if not taken at AVC).
- \_\_\_\_\_ I have completed NF 100 (Nutrition) at Antelope Valley College.
- \_\_\_\_\_ I have completed \_\_\_\_\_ units of Nutrition at \_\_\_\_\_ (if not taken at AVC).
- \_\_\_\_\_ I have completed PSY 101 (General Psychology) at Antelope Valley College.
- \_\_\_\_\_ I have completed \_\_\_\_\_ units of Psychology at \_\_\_\_\_ (if not taken at AVC).
- \_\_\_\_\_ I have met with an Antelope Valley College counselor within the last 6 months for completion of an Educational Planning and Evaluation Form.
- \_\_\_\_\_ Official sets of transcripts, showing completion of pre-requisites, are attached. Transcripts must include all courses taken.
- \_\_\_\_\_ Official sets of transcripts showing high school graduation or GED are attached. No Diplomas will be accepted.

I understand that this form is a request for validation of prerequisites only. Final acceptance to the vocational nursing program depends upon space availability and completion of all institutional and departmental requirements.

I understand that it is my responsibility to notify the Health and Safety Sciences Division (Nursing Department) of any change of address, telephone number and/or email address.

I understand that I will be required to have a physical examination, drug screen and background screen (including social security number verification) before enrolling in the vocational nursing courses, and the results may affect final acceptance into the program.

I have attached all official college transcripts for colleges I have attended taking course which pertain to the vocational nursing program (BIOL 100, NF 100, PSY 101).

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

***Students will be notified of acceptance or non-acceptance by email.***

11/2015; Updated 12/8/16, 11/17, 11/18 11/19, 11/23