



ANTELOPE
VALLEY
COLLEGE

Health and Safety Sciences

Enrollment packets will be accepted
from February 3 to February 27, 2025.
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 transcript showing completion of high school graduation, GED or equivalent.
 - 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. **Attach a copy of the Educational Plan completed by one of the listed AVC Counselors assigned to the Health & Safety Sciences Division.**

Appointments can be made by email at counseling@avc.edu or by calling 661-722-6300, extension 6338, to schedule an appointment.

The form should be completed no more than one semester prior to submitting the enrollment packet. **If you are requesting an equivalency or substitution, allow at least six weeks for the process to be completed.** All students must see an AVC counselor before they submit an enrollment packet. Counselors complete Educational Planning and Evaluation Forms by appointment only.

Please note, counseling WILL NOT schedule students for an educational planning and evaluation of transcripts two weeks from the application deadline. Please do not wait until the last minute to schedule this appointment if you are trying to apply by the deadline.

All substitutions/equivalency petitions **MUST** be completed and approved prior too applying. If any courses are in progress OR if any substitutions/equivalencies have not been approved, your application will not be considered.

5. Submit items 1 – 4 to the Health and Safety Sciences Division (Nursing Department) between February 3 and February 27, 2025.

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 3 and February 27, 2025, 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/mail 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 of 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 (2/27/25). 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.



**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:

	Name of School	Address	Entrance Date	Graduation or Departure Date
High school(s) attended				
College(s) attended (include AVC)				
Nurse Aide or Home Health Aide Training <input type="checkbox"/> Yes <input type="checkbox"/> No				

- _____ 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).

**ENROLLMENT PACKETS WILL BE ACCEPTED FROM
FEBRUARY 3 THROUGH FEBRUARY 27, 2025**

Signature of Applicant

Date

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