

# Admission Requirements

201 Martin Luther King, Jr. Boulevard  
 Quincy, FL 32351  
 Phone: (850) 875-8324  
 FAX: (850) 875-7297  
 www.gadsdentech.org

---

Mr. Thomas Saxton, Director  
 Adult, Career, and Technical Education

Mrs. Doris Drake, BSN, RN  
 Practical Nursing Program Coordinator

Thank you for your interest in Gadsden Technical College (GTC) School of Practical Nursing. It is important that you take a moment and read the following information to better understand the admission and application process for this programs:

## Practical Nursing Requirements:

*The Practical Nursing Program functions under the Career, Technical and Adult Education Program of the Gadsden County School Board. It is approved by state agencies, namely, the state Department of Education and the Florida Board of Nursing. As this program is approved by both agencies, graduates are eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). Upon passing the NCLEX-PN, the Florida Board of Nursing will issue a license to practice as a Licensed Practical Nurse in Florida and multiple other states. Faculty members are registered nurses licensed by the state of Florida Board of Nursing. Faculty members consider students to be dedicated learners who will assume responsibility for their own learning and progress throughout the program. Clinical practice is obtained in surrounding hospitals, long term care centers, physician offices and other area healthcare facilities.*

All Applicants:

1. Must have a high school diploma or the equivalency thereof (GED), or be a high school senior who will turn 18 years old before completing the Practical Nursing Program. All high school seniors must have met all high school graduation requirements before entering into the nursing program. All applicants under 18 must have parent/legal guardian consent to enroll.
2. Must be able to read, write and speak the English language.
3. Must submit an admission application to the School of Practical Nursing. Applications are available online at the schools website: <https://www.gadsdentech.org/practicalnursing>

**\*\*Note: If accepted into the nursing program, then a Gadsden Technical College application will also be required at a later date.**



Once your nursing application has been submitted, the following documents (numbers 4 through 10) may be hand delivered to Gadsden Technical College's front office or mailed to:

**Gadsden Technical College  
 School of Practical Nursing  
 Attn. Doris Drake  
 201 Martin Luther King, Jr. Blvd.  
 Quincy, Florida 32351**

**Or**

**Emailed to: [draked@gcpsmail.com](mailto:draked@gcpsmail.com)**

4. Must provide a copy of an official form of identification. (Example: Driver's License, State ID)
5. Must submit an official sealed/unopened high school transcript, and transcripts from any college(s) attended.
6. **ATI-TEAS TEST:**  
Practical nursing applicants must take the nursing entrance exam (ATI-TEAS). The desired proficiency level score is a minimum of 58%. A copy of your ATI-TEAS results must be submitted to the college. All test results should ***not*** be older than one (1) year from the date of application submission. The fee for the ATI-TEAS exam is \$85.00.

**This exams is offered at GTC, and you must register in advance. For more information on the dates and times, you can visit our website (<https://www.gadsdentech.org/practicalnursing>) or contact the school at (850-875-8324).**

❖ **Study guide and/or practice test for ATI-TEAS can be purchased at [www.atitesting.com](http://www.atitesting.com) or [amazon.com](http://amazon.com).**

7. **ACCEPTABLE BASIC SKILLS TESTING:**  
This exam is required for general admission into GTC. **If you have an associate (AA) or higher degree, scored well on a recent ACT or SAT, then you may be exempt from taking this exam.** A grade equivalent of 11 must be obtained prior to completion of the program in mathematics, reading and language. A copy of your results should be submitted with your admission packet.

**Please contact Mrs. Tatia Thomas, Career Counselor, at (850) 875-8324 ext. 5104 to arrange this testing.**

❖ ***If you are required to take both the TEAS and the Acceptable Basic Skills test, it is recommended to take the TEAS test first.***

8. **HEALTH REQUIREMENTS:**  
Applicants are required to be in good mental and physical health and must submit proof of a recent medical evaluation (not more than 12 months old). Please visit our website (<https://www.gadsdentech.org/practicalnursing>) to print the required History and Physical Forms. The applicant is to complete the History Form, and a healthcare provider is to complete the Physical Form.

If after acceptance, a student's health status changes, further documentation may be required stating the student is mentally and physically able to continue the Program. Applicants are also required to provide proof of the following current immunizations:

- Tetanus, within the past 10 years (Td or Tdap).
- MMR x2 (given on or after the applicant's first birthday). Official documentation of immunity (titer results; must submit actual numerical value) is also acceptable.
- Hepatitis B series or titer. (titer results; must submit actual numerical value)
- Varivax x2. Official documentation of immunity (titer results; must submit actual numerical value) is also acceptable.
- PPD/Tuberculin test within past 12 months (a TB blood test is preferred)  
\*PPD/Tuberculin skin testing is valid for one (1) year from date of administration. Students who test positive for tuberculosis must show proof of a negative chest x-ray to satisfy this requirement.
- COVID Vaccine (at least 2 doses)
- Flu Vaccine (within 12 months) is recommended.

**9. REFERENCES:**

Applicants must submit three current reference letters: two professional references (recent employers, former teachers, counselors, etc.) and one personal reference (may **not** be a family member). All three reference letters **must** contain contact information and a signature from the individual who provided the reference.

**10. MEDICAL CERTIFICATION:**

Points will be given to any applicant who holds a current medical certification (i.e. CPR, medical assistant, phlebotomy, etc...). Submit a photo copy of the certification to the college.

**11. BACKGROUND SCREENINGS:**

This screening process will be directed by the Program's staff at a later date. No action is required by the applicant at this time.

A Level II criminal background screening is required once accepted into the program. Students must have a clear background in order to participate in the mandatory clinical rotation, as well as to obtain licensure.

**Please note that clearance of background screening for clinical facilities is not a certainty that the Florida Board of Nursing (FBON) will approve testing for licensure. Applicants are encouraged to visit the FBON website at <http://www.doh.state.fl.us/mqa/nursing/> for information regarding licensure requirements prior to beginning the application process.**

**12. DRUG SCREENING:**

This screening process will be directed by the Program's staff at a later date. No action is required by the applicant at this time.

All students must submit to random drug screenings after entering the Practical Nursing Program and prior to having access to the clinical health care facilities utilized in the Program. This is a Joint Commission on Accreditation of Healthcare Organizations (JCAHO) requirement demanded of all acute care.

**13. INTERVIEW:**

After all documents have been submitted (and the applicant has met minimum qualifications), an interview with the Nursing Program Coordinator and/or designated faculty member(s) will be scheduled. All interviews will be completed before acceptance into the program.

**ACCEPTANCE:**

Meeting the criteria for selection does not guarantee admission to the Nursing Program. Final selection will be based on the qualified applicant pool and space available.

Applicants who have met the requirements for admission will be placed into a selection pool and chosen based on a defined point system and the number of available seats. In the event the number of eligible applicants exceeds the number of seats available and/or a tie occurs, a random lottery-type selection system will be used.

**Note: Applications and all supporting documents must be submitted prior to or by the deadline date (July 10, 2023). Late and/or incomplete packets will not be considered.**

**Successful application submission is dependent upon meeting all the requirements.**



## **ADDITIONAL INFORMATION**

### **LENGTH OF PROGRAM:**

The program is divided into five (5) Terms equaling 1,350 hours, and takes approximately 11 ½ months to complete.

### **CLASS/CLINICAL TIMES:**

Practical Nursing classroom hours are: 8:00 AM – 3:30 PM, Monday -Friday

All clinical days and hours may vary from: 6:45 AM – 2:45 PM and/or 2:45 PM – 10:45 PM.

### **COST OF PROGRAM:**

The cost of the Practical Nursing Program is approximately \$ 7,400.00. (**Note: This amount is subject to change**). Payments are divided into three-payment blocks and are due at the beginning of each payment block without exception. Uniforms and supplies costs are not included into the cost of the program.

### **FINANCIAL ASSISTANCE:**

We currently accept the following types of financial assistance:

- Financial Aid “Pell Grant”
- CareerSource Capital Region Funding
- Florida Pre-Paid
- Veterans Assistance Funding
- Other Approved Scholarships
- Pay Out-of-Pocket
- GTC Scholarship Funding may be Available to Qualifying Students

For more information contact the Job Development Counselor, Mrs. DuPont-Bradwell at:  
(850) 875-8324, Ext. 5103.