



Monty Tech Practical Nursing Program Admission Checklist

Complete the following by **May 1st**

- Complete application
- Pay Non-Refundable \$50.00 Application fee, sent with Application. Personal checks are not accepted.
- Three (3) completed reference forms, sent with Application
 - One (1) reference from an immediate supervisor (past or present)
 - One (1) reference from an employer (past or present)
 - One (1) reference from a coworker, teacher, counselor, community service representative (no family members, please)
- Official sealed high school or GED transcript mailed to the school
 - Contact your high school or GED center to obtain. This process may take up to 30 days.
 - Contact <http://www.cedevaluations.com/> to process a transcript request for high schools outside of the United States.
- Complete financial aid application(s)
 - <https://studentaid.ed.gov/sa/fafsa>

Complete the following by **June 1st**

- Complete TEAS entrance exam. Please refer to the Monty Tech scoring criteria

Complete the following by **June 8th**

- Schedule and sit for an interview with the Practical Nursing Director

Complete the following by **June 12th**

- Complete an Acceptance Form
- Pay a non-refundable \$100.00 seat fee, sent with Acceptance Form. Personal checks are not accepted.
- Complete the following by August 1st
- Completed Health Clearance and Immunization Record must be submitted to the school
- Obtain malpractice insurance at: <https://www.nso.com/> (Obtain insurance after July 1st to cover a 10-month period.)
- Obtain CPR certification, to cover the program's duration (10 months). Only American Heart Association certifications will be accepted.
- A copy of your health insurance card must be submitted to the school
- A completed Monty Tech Foundation Scholarship Application (optional)