

# Practical Nursing Technical Diploma Admissions Guide

The Practical Nursing Diploma prepares you to successfully pass the NCLEX-PN Exam to become an LPN. There are several steps required for admission. It is important to get started on them right away. Below is the recommended order:

ITEM	COMPLETED
<b>Apply to the Practical Nursing Program</b> <a href="http://nwtc.edu/Apply">nwtc.edu/Apply</a> Select your start and campus location (Note: track/part-time vs full-time will be selected at program acceptance). Sample schedules: <ul style="list-style-type: none"><li>• <a href="#">Full-time Green Bay – Fall &amp; Spring start</a></li><li>• <a href="#">Full-time Shawano – Fall start</a></li><li>• <a href="#">Part-time Green Bay – Fall start</a></li><li>• <a href="#">Part-time Marinette – Spring start</a></li><li>• <a href="#">Part-time Sturgeon Bay – Fall start</a></li></ul>	<input type="checkbox"/>
<b>Submit Transcripts</b> Send high school AND college transcripts (if applicable) to <a href="mailto:transcripts@nwtc.edu">transcripts@nwtc.edu</a> NOTE: To be valid and official, college transcripts must come directly from the institution to NWTc	<input type="checkbox"/>
<b>Complete Placement Assessments**</b> ( <i>If Applicable</i> ) The assessment may be waived if your high school or college GPA is 2.6 or higher; or if you have already taken the ACT or Accuplacer. It is important that all transcripts are sent (for review) to determine if the assessment is needed.**	<input type="checkbox"/>
<b>Complete DHS Nursing Assistant Course</b> ( <i>NWTC Catalog #30543300</i> ) Submit certificate or transcript to <a href="mailto:admissions@nwtc.edu">admissions@nwtc.edu</a>  Note: If a DHS Nursing Assistant course is needed, submit additional application to Nursing Assistant program: <a href="http://nwtc.edu/Apply">nwtc.edu/Apply</a> . See Nursing Assistant Admissions Guide.	<input type="checkbox"/>
<b>Complete Anatomy Structure &amp; Function</b> ( <i>NWTC Catalog #31806312</i> ) Grade of "B" or higher is required  Please note: If you plan to bridge to ADN, Gen A&P with a B or higher will be needed	<input type="checkbox"/>
<b>Complete Clinical Requirements in Viewpoint</b> ( <b>Background Check, Health Records, Proof of CPR completion, &amp; Drug Test</b> ). When the above steps are completed (or you have started Anatomy Structure & Function), visit Viewpoint ( <a href="http://www.viewpointscreening.com/nwtc">www.viewpointscreening.com/nwtc</a> ) and follow these step-by-step instructions: <a href="https://go.nwtc.edu/viewpointhelp">https://go.nwtc.edu/viewpointhelp</a> . <b>*If you have not completed an American Heart Association Basic Life Support CPR course, you will need to complete one</b> (NWTC Catalog #47531200).	<input type="checkbox"/>
<b><u>*When all Viewpoint items are completed AND approved, email <a href="mailto:cbc@nwtc.edu">cbc@nwtc.edu</a> so the completion can be verified and those checklist items can be marked complete ASAP.</u></b>	

The Practical Nursing Diploma has a limited capacity. Once it fills to capacity, students will be offered a place on a waiting list based on their eligibility date. Once all items on page 1 have been completed, you will be able to accept your position on the waitlist. Wait times change often due to fluctuations in student interest. While waiting, you can complete the following courses:

Course Name (CATALOG NUMBER)	Credits	Pre-requisite	Completed/ Semester
<b>College 101</b> (10890101)	1		
<b>English Comp 1</b> (10801136)	3	GPA greater/equal to 2.6; OR ACT Reading 16+ AND English 18+; OR Accuplacer Reading 250+ AND Writing 260+; or preparatory course	
<b>Developmental Psychology</b> (10809188)	3	GPA 2.6+; OR ACT Reading 16+ AND Writing 15+; OR Accuplacer Reading 250+ AND Writing 237+	
<b>Oral/Interpersonal Comm</b> (10801196)	3	GPA greater/equal to 2.6; OR ACT Reading 16+ AND English 16+; OR Accuplacer Reading 250+ AND Writing 237+; or preparatory course	

## **FAQs**

### **Q. How long is the waitlist?**

**A.** Wait times vary due to fluctuations in student interest. You will accept your position on the waitlist when ALL admissions items are complete. Wait times can be greater than 6 months.

### **Q. What if I have transfer credits?**

**A.** A transfer review is automatically completed AFTER you have applied AND submitted your *official* transcripts. If you had fewer than 60 college credits at a C or higher, you must also send your high school transcripts. It can take around 2+ weeks for transfer credits to be processed. If you have completed CORE nursing courses at another college, you must be in good standing and core courses are reviewed for approval by the health division. Visit <https://go.nwtc.edu/good-standing> to complete the letter of good standing.

### **Q. What if I don't have a 2.6 GPA or my scores are not high?**

**A.** It is common for students to take developmental courses to ensure their success at NWTC. Your first step is to apply and send your transcripts. Once your transcripts are processed, you may need additional testing to help determine which courses to start with!

### **Q. If I've been a CNA, can I submit proof of that for the NA course requirement?**

**A.** Yes. Although certification is not required (course completion is), you may submit proof of certification from the TMU/Nurse Aide Registry to [admissions@nwtc.edu](mailto:admissions@nwtc.edu).

### **Q. How flexible is the schedule?**

**A.** NWTC offers a part time Practical Nursing track at the Green Bay Campus. Due to in person clinicals and labs, you can expect 2-3 days/week in person. The part time track takes about 18 months to complete.