



**NURSING PROGRAM**  
**APPLICATION & ADMISSION INFORMATION**

**1) Application Eligibility:**

In order to be eligible to apply for the AWC Nursing Program the student must:

- a. Attend a Nursing Information Session
  - Sessions held twice a month – dates, location and times are available on [www.azwestern.edu/nursing](http://www.azwestern.edu/nursing) and the AWC Events calendar. Info session attendance is only good for **24 months**. If you attended an information session outside of 24 months from the application due date, you will have to attend another one.
- b. Be eligible for Math 142 or higher
- c. Have an overall GPA of 2.5 or greater
- d. Be a Certified/Licensed Nursing Assistant (CNA/LNA):
  - Be currently enrolled in a Certified Nursing Assistant course, **or**
  - Have proof of passing scores on the Arizona State Board of Nursing (AZBN) written and skills exam, **or**
  - Have a current and unrestricted CNA/LNA on the AZBN registry
- e. Take the HESI Admission Assessment (HESI A2):
  - Applicants must score at a 75% or higher on Math, English Language Composite, and Cumulative
  - HESI A2 must have been taken within 24 months of application through Arizona Western College.
    - Applicants may retest after remediation to improve the score after 60 days up to a maximum of 3 times per 12-month period. Information on test preparation, test fee, and the guidelines for taking the test are available on the AWC Nursing website at <http://www.azwestern.edu/nursing>.
- f. Be currently enrolled in or have completed the following prerequisite courses with a grade C or higher:
  1. ENG 101
  2. BIO 201

## 2) Application Instructions:

- a. **Complete the Nursing Program Application Forms A and B. The application form is available from the program website at [www.azwestern.edu/nursing](http://www.azwestern.edu/nursing).**
- b. Include copies of the following supporting documentation:
  - CNA or LNA license number (or proof of enrollment or passing scores)
    - Available on the Arizona State Board of Nursing website, [www.azbn.gov](http://www.azbn.gov)
  - HESI scores (all attempts within 24 months)
    - Available under your Evolve account, [www.evolve.elsevier.com](http://www.evolve.elsevier.com)
  - Unofficial **Arizona Western College** transcript.
    - These need to be current and can be obtained from Admissions/Registration services. WebAdvisor printouts will NOT be accepted
  - Unofficial transcripts from ALL other colleges/universities attended
    - If a student has attended a college or university other than AWC, official transcripts must be evaluated by the Registrar's Office for transfer of credits before the application is submitted.
  - Evaluation of credits completed by Arizona Western College, if applicable.
    - Transfer credits will not be considered until the evaluation is complete.
- c. All required documentation *must be*:
  - Hand delivered no later than 4:30pm *March 15<sup>th</sup>* for fall admissions and *September 15<sup>th</sup>* for spring admissions (or the last work day prior to deadline date), **or**
  - Post marked on or before *March 15<sup>th</sup>* for fall admissions and *September 15<sup>th</sup>* for spring admissions (or the last work day prior to deadline date)
    - Arizona Western College  
Attn: Nursing Department  
PO Box 929  
Yuma, AZ 85366-0929

\*Late or incomplete applications will not be considered for admission\*

\*Documents will not be reviewed at the time of delivery\*
- d. Students may verify receipt of application via Canvas (see *Canvas Access* instructions on the last page of the application packet).
- e. **Students are notified via their Toro email account of their acceptance status.**

## 3) Selection Process:

- a. Acceptance into the nursing program is determined using a 445 point ranking system based on the following:

Note: Any application that does not include the documents requested will be considered incomplete.

	Ranking Criteria	Criteria Points Values	Possible Points
1.	Overall GPA	2.5 or greater = _____ x 25	100
2.	English Language Composite Score	75% or higher *	100
3.	Math Score	75% or higher *	100
4.	Cumulative Score	75% or higher *	100
5.	Co-requisites completed with grade posted on transcript (Non-core Nursing)	8 co-reqs = _____ x 5	40
6.	LPN License – This is not a requirement for the Nursing Program	Valid current and unrestricted LPN within U.S.	5
	*75% or higher must be obtained to be eligible for ranking. Points for each section represent the score the student obtains on their HESI (Example: 80.00% in English, student would get 80/100 points)	<b>Total Points Possible</b>	<b>445</b>

- b. The 40 highest-ranking applicants will be offered seats, based on space availability.
- c. When several applicants have the same ranking score and acceptance cannot be determined solely by their score, the date the application was submitted will determine priority. If applicants with the same ranking scores submitted their applications on the same day, it will then be determined at random through a lottery method administered by the nursing program faculty committee.
- d. The next 10 applicants on the ranking will be offered to be alternates.
- e. If an applicant declines or has not completed the admission requirements by the published deadline, the next applicant on the alternate list will be offered the seat providing all requirements have been met.
- f. If an alternate is not offered a seat they will need to reapply for admission to the program.

#### 4) Admission Requirements:

In order to be admitted to the AWC Nursing Program the student must:

- a. Be a Certified/Licensed Nursing Assistant - Have a current and unrestricted CNA/LNA on the AZBN registry.
- b. Complete the following prerequisite courses with a grade C or higher:
  1. ENG 101
  2. BIO 201
- c. Maintain an overall GPA of 2.5 or greater.
- d. Complete all Health & Safety Requirements discussed at the Mandatory Meeting (held after letters of acceptance are distributed).

**NON-DISCRIMINATION STATEMENT**

*Arizona Western College does not discriminate in admission or access to, or treatment in employment in, its services, programs, or activities on the basis of race, color, national origin, sex, religion, age, or disability.*

**DECLARACIÓN DE PRÁCTICAS ANTIDISCRIMINATORIAS**

*Arizona Western College prohíbe la discriminación en el empleo en base a la raza, el color, la religión, el sexo, la nacionalidad, la religión, la edad o la discapacidad de las personas. La habilidad limitada del idioma inglés no es una barrera para la admisión o la participación de las carreras técnicas y vocacionales disponibles en la institución.*

Note: Any application that does not include the documents requested will be considered incomplete.

**ARIZONA WESTERN COLLEGE  
NURSING PROGRAM APPLICATION - Form A**

All required documentation *must be* hand delivered no later than 4:30pm or post marked on or before *March 15<sup>th</sup>* for fall admissions and *September 15<sup>th</sup>* for spring admissions (or the last work day prior to deadline date). Late or incomplete applications will not be considered for admission.

**(Please Print)**

NAME: *Last:* \_\_\_\_\_ *First:* \_\_\_\_\_ *Middle:* \_\_\_\_\_

FORMER NAME(S): \_\_\_\_\_

SOCIAL SECURITY # \_\_\_\_\_ Student ID # \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
*Street/Apt:* \_\_\_\_\_ *City:* \_\_\_\_\_ *State/Zip:* \_\_\_\_\_

TORO EMAIL ADDRESS: \_\_\_\_\_

PHONE NUMBER (S) *Home:* \_\_\_\_\_ *Work:* \_\_\_\_\_ *Cell:* \_\_\_\_\_

Are you a CNA/LNA?  If yes, provide your Certification No. or enrollment status: \_\_\_\_\_

Are you a LPN?  If yes, provide your License Number: \_\_\_\_\_

*(License or certification must be unencumbered for you to be admitted to the program.)*

Were you previously admitted into the AWC Nursing Program:  No  Yes Year/Semester: \_\_\_\_\_

If yes, you must include the Readmission Request form (available online: [www.azwestern.edu/nursing](http://www.azwestern.edu/nursing))

*The following information is for institutional research purposes only, **not for admission.** Please place a ✓ mark in the appropriate box.*

Male  Female  Date of Birth: \_\_\_\_\_

Ethnic Group: Hispanic  White, Non-Hispanic   
Asian or Pacific Islander  Black, Non-Hispanic   
American Indian/Native Alaskan  Other: \_\_\_\_\_ (Please specify)

When I begin the nursing program, I will have already completed the following degree program:  
 Associate  Baccalaureate  Master's  Doctoral  Study Major: \_\_\_\_\_

**When I begin the nursing program, I may be interested in the Concurrent Enrollment Plan (CEP) to obtain a Bachelor of Science in Nursing through (your information will be provided to all colleges selected):**  
 Arizona State University  Grand Canyon University  Northern Arizona University

I desire consideration for admission to the AWC Nursing Program. I understand that my ranking is based upon 1) my overall GPA, 2) HESI A2 scores in Math, English and Cumulative and 3) number of co-requisites completed. I further understand that as a condition of admission in the AWC Nursing program, I must satisfactorily complete and pass the Pre Admission drug screening. I fully understand that if I fail to pass the drug screening I will be disqualified from admission.

Please complete felony disclosure as per policy.

Felony Convictions:  No  Yes (If yes, please explain)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Note: Any application that does not include the documents requested will be considered incomplete.

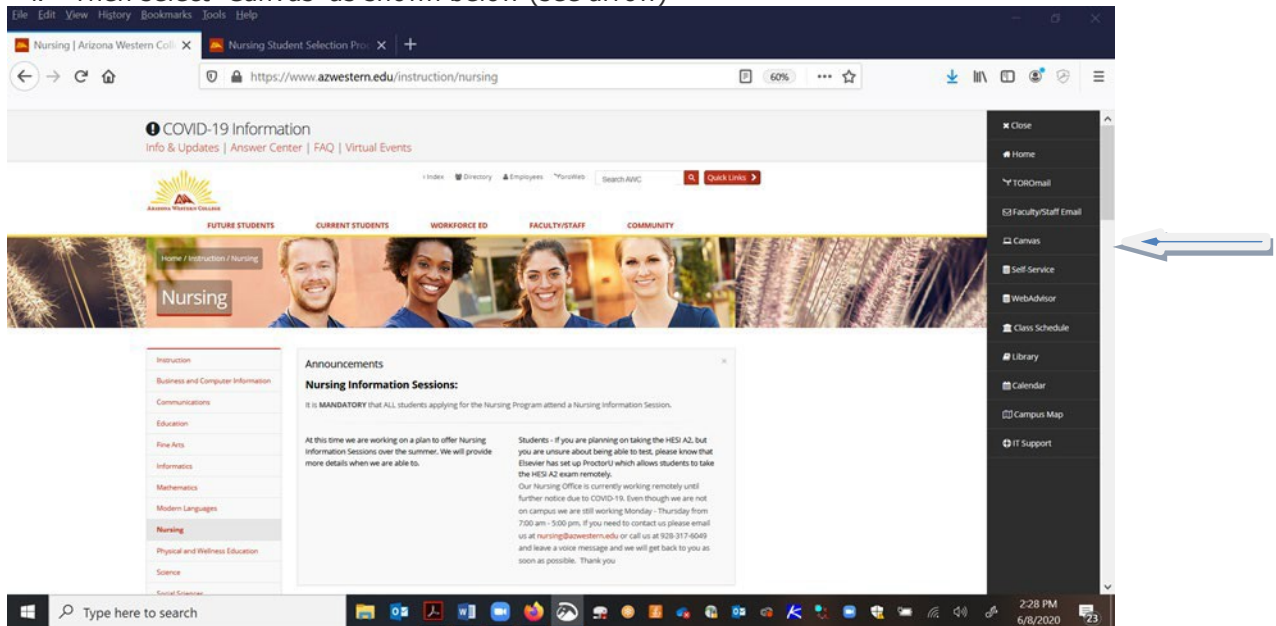
**ARIZONA WESTERN COLLEGE  
NURSING PROGRAM APPLICATION - Form B**

<b>Name:</b>		<b>ID#:</b>		<b>Verification of documentation</b> <input checked="" type="checkbox"/>
Nursing Information Session date attended within last 24 months: _____				<input type="checkbox"/>
Certified/Licensed Nursing Assistant number: [ _____ ] or CNA course semester enrolled/accepted: [ _____ ]				<input type="checkbox"/>
<input type="checkbox"/> Eligibility for MAT 142 or higher	<input type="checkbox"/> Placement test <input type="checkbox"/> Overall GPA 2.5 or higher	HESI A2: English: _____ Math: _____ Cumulative: _____		<input type="checkbox"/>
<b>Course</b>	<b>Grade</b>	<b>Sem/Year</b>	<b>College</b>	<b>Currently enrolled</b>
<b>Pre-Requisites</b>				
ENG 101				Yes <input type="checkbox"/> No <input type="checkbox"/>
BIO 201				Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Co-Requisites</b>				
BIO 202				Yes <input type="checkbox"/> No <input type="checkbox"/>
PSY 101				Yes <input type="checkbox"/> No <input type="checkbox"/>
FAS 238 or PSY 238				Yes <input type="checkbox"/> No <input type="checkbox"/>
BIO 205				Yes <input type="checkbox"/> No <input type="checkbox"/>
ENG 102				Yes <input type="checkbox"/> No <input type="checkbox"/>
MAT 142 or higher				Yes <input type="checkbox"/> No <input type="checkbox"/>
Additional Course:				Yes <input type="checkbox"/> No <input type="checkbox"/>
*Humanities:				Yes <input type="checkbox"/> No <input type="checkbox"/>
* Write a humanities course you have completed from the list of accepted AWC humanities courses. Please refer to the current AWC Catalog.				
Administrative Notes:				Entered into database: Initial: _____ Date: _____ Verification: Initial: _____

Note: Any application that does not include the documents requested will be considered incomplete.

## Canvas Access Logging into Canvas

1. Connect to the Internet and open your web browser.
2. Go to <http://www.azwestern.edu>.
3. Click on the “Quick Links Button”
4. Then select “Canvas” as shown below (see arrow)



5. Follow the on-screen directions for entering your username and password. If you have difficulty logging on, see our tips for troubleshooting [Setting up your e-mail address is Critical](#)
6. Once you login you will come to the main screen of the AWC Canvas system. At this point, we recommend that you change your password from the default to something more secure and easy to remember.
7. Open “NUR-APP-STAT-GRP”, and then click “My Grades”.
  1. This will provide you access to the status of your application requirements.
    - If you do not meet the requirement or no information has been provided for that requirement, it will be indicated by a “-”.
    - If information has been received and the requirement is complete, it will be indicated by a “√”.
  2. This site will be updated once a week, by Thursday by 5pm. After this time, if your account does not reflect the information you have submitted, please call the Nursing Department office at (928) 317-6049.
8. All announcements pertaining to the Nursing Program will be posted on Canvas, therefore it is imperative that you check your account on a regular basis to remain informed.

Note: Any application that does not include the documents requested will be considered incomplete.



## *Nursing Programs*

# Nursing Program Application Check List

*All documents must be submitted with application  
no later than 4:30pm on the published deadline (or the last work day prior to deadline date)  
or Post marked on or before the published deadline (or the last work day prior to deadline date)*

- Attend a Nursing Information Session within last 24 months
  - Date attended \_\_\_\_\_
  
- Complete Nursing Program Application forms A and B
  
- Attach a copy of your CNA/LNA license number
  - Online printout from [www.azbn.gov](http://www.azbn.gov) or
  - D&S/Headmaster printout of state exam passing scores **OR**
  - Proof of Enrollment**
  - AWC unofficial transcript (NOT WebAdvisor)
  
- Attach copies of completed HESI A2 exam scores taken through Arizona Western College within 24 months of application
  - Available under your Evolve account, [www.evolve.elsevier.com](http://www.evolve.elsevier.com)
  
- Attach a copy of your current Arizona Western College unofficial transcript (NOT WebAdvisor)
  - Available under your Self-Service account, [www.azwestern.edu](http://www.azwestern.edu) or
  - Can be obtained from AWC Admissions/Registration
  
- Attach a copy of your unofficial transcripts from ALL other colleges/universities attended, regardless if credits have already been evaluated by AWC
  
- Attach a copy of your Evaluation of Credits completed by AWC, if applicable
 

\*Note: Transfer credits will not be considered until the evaluation is complete
  
- Verify receipt of application via Canvas (please allow 5-7 days for processing)

**\*\*Please access your AWC Toro account email several times a week** to ensure you receive all communication from the Nursing Department related to your completion of the requirements and any other pertinent information.

**\*\*Please make copies of all documentation that you turn in with your Nursing Application. The Nursing Department will not be able to provide copies of documentation to students after students turn their applications in.**

Note: Any application that does not include the documents requested will be considered incomplete.