ALL documentation on this checklist must be on file for the Nursing Admission Committee review. Files lacking any documentation will not be considered for admission. Students are selected from the pool of completed applications each semester. The Nursing Admissions Committee selects the fall class during the second week in March for priority enrollment and during the second week of July for final enrollment. For spring semester, priority enrollment occurs in the second week of October and final enrollment occurs the first week in December. Selected students may defer their enrollment for only one semester or a new/updated application must be submitted for review by the Nursing Admissions Committee.

REQUIRED DOCUMENTATION

1. Accepted into the College of Menominee Nation. The process of becoming a CMN student starts in the Student Services Department with the Admissions/Recruitment Specialist. Students who have not been enrolled at CMN for a period of two consecutive semesters or more, excluding summer term, must re-apply for admission. Students requesting admission/re-admission must submit:

   ___ Complete CMN admissions application and submit official transcripts of all previously attended colleges or high school.

   ___ Complete Accuplacer tests in Skills Builder Lab on either campus.

   ___ Complete financial aid forms (FAFSA).

2. Completed Application for Admission AD-Nursing Program

   ___ Personal essay, typed, double-spaced, one or two pages.

   ___ Three acceptable sealed letters of reference (At least one must be from a current or recent instructor and one must be from a current or recent past employer. No personal references)

   ___ Completed Health History Form with documentation of required immunizations: (see reverse side for list)

   ___ CNA certification within last two years or evidence of current practice with certificate.

   ___ $50.00 application fee is currently waived, do not send check!

   ___ Computer competent: Either CMP 180 or refer to list of skills in Admission Criteria

Additional requirements before the start of Nursing classes:

   ___ Letter of acceptance to the Nursing Program from the Dean of Nursing

   ___ Register for classes: advising with Associate Dean of Nursing, then registration in the system with Student Services, a two step process.

   ___ Three day orientation for Nursing, plus additional orientation for students new to CMN

   ___ Evidence of negative drug screen within last 30 days (done at orientation)

   ___ Current CPR – BLS Healthcare Provider from American Heart Association (done at orientation)

   ___ T.E.A.S. test, from ATI Standardized testing service (done at orientation)

   ___ Evidence of current Health Insurance coverage (prior to the start of clinical rotation)

   ___ Evidence of current Professional Liability Insurance (done at orientation) Payment for current Caregiver Background Check, (done after acceptance)
Immunity Criteria /Required Immunization Record

To be in compliance with the mandatory immunization requirements for participation in student clinical study, students must provide documentation of the following:

1. Measles
   • Born before December 31, 1956; or,
   • Laboratory evidence of immunity; or,
   • Immunization with two doses of measles vaccine after the first birthday with at least 30 days between doses.

2. Mumps
   • Born before December 31, 1956; or,
   • Health care provider-diagnosed mumps; or,
   • Laboratory evidence of immunity; or,
   • Immunization with 2 doses of mumps vaccine on or after the first birthday.

3. Rubella
   • Laboratory evidence of immunity; or,
   • Immunization with 2 doses of Rubella vaccine on or after the first birthday.

4. Tetanus and Diphtheria/(Td) or Tetanus/Diphtheria/Pertussis (Tdap)
   • Record of booster every 10 years

5. Hepatitis B (HBV)
   • A series of three doses of vaccine is required; or,
   • Evidence of Hepatitis B vaccination series in process, with completion of series by the start of the second semester of study in the AD-Nursing; or,
   • Laboratory evidence of Hepatitis B immunity.

6. Tuberculosis
   • Two step PPD skin test with negative reactivity within the last year; or,
   • Chest x-ray and medical follow-up for those with past history of positive reactivity.

7. Varicella
   • Born before December 31, 1956; or,
   • Health care provider-diagnosed history of disease; or,
   • Completed vaccinations with a series of two doses; or,
   • Laboratory evidence of immunity.