ARIZONA WESTERN ENTREPRENEURIAL COLLEGE

Nursing Assistant Application Instruction Sheet.

Starting the Process of Applying to the Nursing Assistant Program

To be eligible to apply for the AWC (Arizona Western College) Nursing Assistant Program, follow these steps:

Incomplete applications will be denied

Step 1: Attend a Nursing Assistant Information Session ☐

1. Attend at least one information session.
   - Information sessions are held periodically throughout each semester.
   - Visit the AWC Nursing Assistant website for session dates and times: https://www.azwestern.edu/degrees-and-certificates/nursing-assistant
   - Information session attendance is valid for six months. If you attended a session over six months ago, you must attend another one.
   - Ensure your name is shown in the Zoom room to receive attendance credit.

Step 2: Meet Reading and Math Requirements ☐

2. Provide **ONE** of the following to meet reading and math requirements:
   - **Next-Generation Accuplacer Test:**
     - English score of 219 or higher.
     - Math eligibility for Mat81 or higher.   **OR**
   - **HESI A2 Test:**
     - English/Math Composite score of 75% or higher.
   - **Course Grades:**
     - Grade C or higher in ENG 90 or higher.
     - Grade C or higher in Mat 81 or higher. **OR**

- o If you are using a previous math and or English course to meet this requirement, obtain a copy of your unofficial AWC transcript showing that the English and Math requirement has been completed. If you took required courses at another institution, that course must be approved by AWC in advance and noted on your current AWC unofficial transcript. The Nursing Assistant Program will not be responsible for evaluating transfer courses. For questions on transferring courses, seek assistance from the AWC Transfer Service department.

Step 3: Apply for AZ DPS IVP Level One Fingerprint Clearance Card ☐

3. Apply early, as processing can take up to 8 weeks.
   - o Visit AZ DPS Fingerprint to apply:https://www.azdps.gov/services/public-services-portal/fingerprint-clearance-card
   - o Use electronic fingerprints for faster processing (recommended).

Step 4: Provide a Current CPR Card ☐

4. Obtain an American Heart Association CPR for Healthcare Provider BLS card.
   - o The CPR course must be in person. Online courses are not accepted.
   - o For a list of CPR courses offered by AWC, visit here: https://www.azwestern.edu/workforce-ed/industry-certifications/cpr-basic-life-support-bls
   - o Students may elect to take a CPR course from another community provider.

Step 5: Complete Health and Safety Requirements ☐

5. Complete the following health and safety requirements:
   - o **Urine Drug Screen Test:** ☐
     - ▪ Purchase a rapid 10-panel test at a local facility (e.g., Agile Occupational Medicine, Sonora Quest, or LabCorp).
   - o **TB Skin Test or Chest X-ray:** ☐
     - ▪ Obtain a 2-step TB skin test:
       1. First visit: Pay for a TB test and get the forearm injection.
       2. Second visit (48-72 hours later): Return to read results.
       3. Third Visit (7-21 days from the first injection): Pay for another TB test and get another injection.
       4. Fourth visit (48-72 hours after the third visit): Return to read results
       5. Click here to download TB form (take this with you when you get test done):

- If the TB test is positive, obtain a Chest X-ray & MD clearance of **NO active TB.** Upload the results
- Ensure all tests are within 12 months of the semester start.
  - **Vaccination Records:** ☐
    - **Varicella (chickenpox) Vaccine Series:** ☐
      - Obtain records from your childhood physician or the Yuma County Immunization Clinic.
      - If records are unavailable, purchase an IgG Varicella Titer blood test or receive the vaccine.
      - You may choose to sign a declination form.
    - **MMR (Measles, Mumps, Rubella) Vaccine Series:** ☐
      - Obtain records from your childhood physician or the Yuma County Immunization Clinic.
      - If records are unavailable, purchase an IgG MMR Titer blood test or receive the vaccine series
    - **Hepatitis B Vaccine Series:** ☐
      - Obtain records from your childhood, current physician, or the Yuma County Immunization Clinic.
      - If records are unavailable, purchase an IgG Hep B Titer blood test or receive the vaccine.
      - You may choose to sign a declination form.
    - **Seasonal Flu Vaccine:** ☐
      - Vaccines must be from the current season
      - Only need if the course is between October and April
      - You may choose to sign a declination form
    - **COVID-19 Vaccine:** ☐
      - Vaccines do not have to be current
      - You may choose to sign a declination form

  - TB and Declination Forms are available under "Program Documents."
    - https://www.azwestern.edu/degrees-and-certificates/nursing-assistant

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Step 6: Government Picture ID and Permission Documents ☐

6. Provide a government picture ID.
   - Visit Nursing Assistant Documents for acceptable forms of ID:https://www.azbn.gov/licenses-certifications/citizenship-and-alien-status

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Step 7: Student Information Release Form and Drug Test Form ☐

7. Sign the consent forms for releasing information to clinical facilities and for the drug test.
    o Use blue or black ink or an online signature service.
    o Access forms under "Nursing Assistant Documents."

Step 8: Fill out and Submit the Online Application

8. Visit [Online Application](#).
    o Complete the application fully.
    o Upload all required documents.
    o Ensure the application is complete and no documents are missing to avoid the application being denied.

These steps will ensure a complete and timely application to the AWC Nursing Assistant Program.