Tarrant County College
Vocational Nursing Program
Application Packet

Fall 2019
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Requirements for Applicants

The following items must be submitted by May 17, 2019 for your file to be complete. Courses that you are currently enrolled in are not considered. For science courses, only the first two attempts in the same course will be considered (the highest grade will be used in GPA calculation). Online science lab courses are not accepted. A minimum grade of C must be made in all general education and Nursing courses.

Course Requirements

The following courses marked by * below must be completed at the time of application:

- BIOL 2401 * Anatomy & Physiology I
  Applicant must meet Texas Success Initiative (TSI) requirements.
  * For additional information, visit TSI Assessment (www.tccd.edu/admission/testing-centers/tsi-assessment/).

Only the science and math competency listed above must be completed for application; however, it is strongly recommended that the student have a required general course completed. If the general course listed below is not completed prior to enrollment in the VNSG courses, it must be completed prior to the second semester VNSG courses.

- PSYC 2301 Introduction to Psychology

Please note:

- The biology course must have been completed within five (5) years of application to the program.
- The biology course requires a lab. Online lab course are not accepted.

Other Requirements

1. ALL applicants must be current TCC students at the time of application to the VN Program. Applicants do not have to be enrolled in a TCC course, but must complete the general TCC application process and be a current TCC student.

2. ALL official transcripts from a college or university other than TCC must be received and in the process of being evaluated by TCC at the time of application to the VN Program. Log on to Web Advisor and under Academic Links click on “Transcript Evaluation Request.” Once this process has been completed, you will receive notification via email.

   All INTERNATIONAL TRANSCRIPTS must be evaluated by Tarrant County College at the Trinity River Campus, 300 Trinity Campus Circle, Fort
Worth, TX 76102. (Room TREF 3104). This request for evaluation must be made at least 2 months in advance of your application to the VN Program. Courses from another country cannot be considered for the VN Program without an official transcript evaluation. You must pay all costs for international transcript evaluations by the National Association of Credential Evaluation Services (NACRS) and have an official transcript evaluation sent to the International Admissions Office which is located at the TCC – International Admissions Office, 350 N. Henderson St., Fort Worth, TX 76102. Please contact 817-515-1570 for further information. internationaladmissions@tccd.edu

3. If you did not graduate from a high school in the United States or a high school on a US military installation where English was the primary language used:
Provide documentation of graduation from high school from an English speaking country such as Canada (other than Quebec), Great Britain, Australia, New Zealand, South Africa, and Ireland. If graduated from English speaking high school in a country not listed above, provide official transcripts and a notarized letter from the headmaster/principal of the high school stating that English was the primary language of the courses taught.

If English is not your primary language, you must provide documentation of proof of English proficiency by submitting the results of either of the following:

- TOEFL - iBT- Test of English as a Foreign Language (www.ets.org/toefl): Internet Based Test - passing score of 83. This is the recommended score to apply for licensure from the Texas Board of Nursing (TBON)
- IELTS – Academic version- International English Language Testing System (www.ielts.org): IELST Band Score – over all 6.5 with a minimum score of 6 in all areas. This is the recommended score to apply for licensure from the TBON.

4. Submit a copy of your VN Program Degree Audit with your application. All required courses must be passed with a grade of C or higher. A degree audit can be completed by the applicant in Web Advisor or with a TCC Advisor or Counselor. Official transcripts from all colleges must be received prior to application. Files are not complete if all transcripts from other colleges or universities have not been submitted and in the process of evaluation. If you have not received an email notification from TCC saying your transcript evaluation is complete by the time you submit your application, you must submit official transcripts and course descriptions of the required science course taken at other institutions. The information on course descriptions can be found here: CollegeSource Online (www.collegesource.org/home.asp).

5. All students applying to the VN Program must take the Health Education Systems Inc. (HESI® A2) Test. Scores from the TEAS Test will not be accepted. Registration for the HESI A2 will be online. Check the VN website for link to register. The 4 hour HESI
A2 Test includes math, reading comprehension, vocabulary & general knowledge, and grammar. The cost is $39.00. Availability is limited. Sign up early.

**A minimum score of 70 is required on each section of the HESI® A2**

HESI® A2 test scores must be dated May 17, 2017, or later. If the HESI® scores are dated prior to May 17, 2017, a new test must be taken. Only 1 set of scores will be accepted.

6. **Complete Declaratory Order Process (if required).**  
   If you answer “no” to the questions on the enclosed Nursing Eligibility Form please sign, date, and return the information form with your application. If you answer “yes” to any of the questions, it will be necessary for you to be cleared by the TBON prior to applying to the VN Program. This review process can take a minimum of two months depending on the case. This petition is a formal disclosure to the Board of any eligibility issues that may disqualify you from taking the NCLEX® examination for licensure.
   a) Go to the Texas Board of Nursing (www.bon.texas.gov).
   b) Select Forms
   c) Select the Declaratory Order
   d) You are required to submit the letter from the Board which states you have successfully completed the Declaratory Order process with your application packet.

7. **Statement of Student Responsibility.**  
   Please read, sign, and return the Statement of Student Responsibility.

8. **Submit the Immunization Form with information on all completed immunizations.**  
   Provide proof of the required immunizations with your application. **Please note:**  
   **Hepatitis B and Hepatitis A must be started by March 1, 2019, and completed by August 31, 2019.**  
   Three doses and six months between the first and third dose for Hepatitis B and six months between the first and second dose of Hep A is needed.

9. **A current passport photo must be submitted with the application—CURRENT passport photo ONLY.**  
   a) No self-photos will be accepted.
   b) Name written small and legible on back at bottom of photo.
   c) Put in an envelope and staple/paper clip with your application.
   d) **DO NOT STAPLE THE PASSPORT PHOTO DIRECTLY TO YOUR APPLICATION.**

10. Completion of an approved CNA/PCT/CMA program and current CNA/PCT/CMA state certificate (CNA/PCT/CMA to VN transition option only)
11. At least six months’ employment in an acute/chronic care setting. (CNA/PCT/CMA to VN transition option only)

12. Submit application packet and HESI® A2 test scores in person to the Trinity River East Campus Nursing Office. TRHN 3211. You must submit your application packet and HESI® A2 Test scores together. INCOMPLETE PACKETS WILL NOT BE ACCEPTED.

Summary

What to Submit with Your Application

1. Application
2. VN Program Degree Audit (Web Advisor) or if transcript evaluation is not complete, you will need to bring official transcripts and science course descriptions from other institutions.
3. TOEFL-iBT/ IELTS/ or documentation of graduation from high school with English speaking country (if required)
4. HESI® A2 Test scores (70 or higher on each required section)
5. Nursing Eligibility Information form (required) and Declaratory Order (if required)
6. Statement of Student Responsibility
7. Immunization Form or documentation of immunizations
8. Current Photo CURRENT Passport photo ONLY. No self-photos will be accepted. Name written small and legible on back at the bottom of photo. Put in any envelope and staple/paper clip with your application. DO NOT STAPLE THE PASSPORT PHOTO DIRECTLY TO YOUR APPLICATION.
9. CAN/PCT/CMA to VN option only – copy of the certification.

All of the above information must be submitted in person to the Trinity River East Vocational Nursing Office by May 17, 2019.

Students who have completed an application will be notified by email regarding their status by early-June 2019. It is imperative that you keep us advised of changes to your name, email address, physical address and telephone numbers.
Application Submission Location

Trinity River East Campus
245 E. Belknap Suite 3211
Hours 8 a.m.-5 p.m.

Advising & Counseling

Trinity River Campus Advising

Cal Quigley IV
Career and Technical Education Academic Advisor
Tarrant County College – Trinity River Campus | Office: TRTR 3201A
300 Trinity Campus Circle | Fort Worth, TX 76102
817-515-2472
cal.quigley@tccd.edu

Hours: Appointment Only

Cassie Jo Ardry
Career and Technical Education Academic Advisor
Tarrant County College – Trinity River Campus | Office: TRTR 3201A
300 Trinity Campus Circle | Fort Worth, TX 76102
817-515-1181
cassie.ardry@tccd.edu

Hours: Appointment Only
Nursing Eligibility Questions

This is a reprint of the Texas Board of Nursing’s Eligibility Question Form that you will sign when you apply for licensure during your last Vocational Nursing (VN) course. If you answer yes to any question, you need to submit a Declaratory Order to the Board of Nursing and receive clearance BEFORE application to the VN Program. Your clearance letter must be submitted with the application.

__________

Name (PRINT):__________________________________ Colleague ID #_____________________

1) [ ] No [ ] Yes For any criminal offense, including those pending appeal, have you:
   a) been convicted of a misdemeanor?
   b) been convicted of a felony?
   c) pled nolo contendere, no contest, or guilty?
   d) received deferred adjudication?
   e) been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
   f) been sentenced to serve jail or prison time? Court-ordered confinement?
   g) been granted pre-trial diversion?
   h) been arrested or have any pending criminal charges?
   i) been cited or charged with any violation of the law?
   j) been subject of a court-martial; Article 15 violation; or received any form of military judgment/punishment/action?

(You may only exclude Class C misdemeanor traffic violations, if they did not go to warrant)

Note—Expunged and Sealed Offenses: While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed, it is your responsibility to ensure the offense, arrest, ticket or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to the Board of Nursing with your Declaratory Order. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, will at a minimum, subject your license to a disciplinary fine. Nondisclosure of relevant offenses raises questions related to truthfulness and character.

Note—Orders of Non-Disclosure: Pursuant to Tex. Gov’t Code § 552.142(b), if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure may become a character and fitness issue. Pursuant to other sections of the Gov’t Code chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is the subject of an order of non-disclosure. If the Board discovers a criminal
matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board may require you to provide information about any conduct that raises issues of character.

2) [ ] No [ ] Yes Are you currently the target or subject of a grand jury or governmental agency investigation?

3) [ ] No [ ] Yes Has any licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a professional license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?

4) [ ] No [ ] Yes *Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?

5) [ ] No [ ] Yes *Within the past five (5) years have you been diagnosed with, treated, or hospitalized for schizophrenia and/or psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder?

   (You may answer "No" if you have completed and/or are in compliance with TPAPN for mental illness OR you've previously disclosed to the Texas Board of Nursing and have remained compliant with your treatment regime and have had no further hospitalization since disclosure.)

*Pursuant to Occupations Code §301.207, information regarding a person’s diagnosis or treatment for a physical condition, mental condition, or chemical dependency is confidential to the same extent that information collected as part of an investigation is confidential under the Occupations Code §301.466.

Attestation

I, the NCLEX® Candidate whose name appears within this Application, acknowledge this document is a legal document and I attest that I understand and meet all the requirements for the type of licensure requested, as listed in sections 301.252, 301.253, 301.452, 301.453, 301.454 and 304.001 of the Nursing Practice Act; 22 TAC §§ 213.27, 213.28, 213.29, 213.30; 22 TAC §§ 217.11 and 217.12.

Further, I understand that it is a violation of the 22 TAC § 217.12 (6) (I) and the Penal Code, sec 37.10, to submit a false statement to a government agency; and I consent to release of confidential information to the Texas Board of Nursing and further authorize the Board to use and to release said information as needed for the evaluation and disposition of my application. I understand that if I have any questions regarding this affidavit I should contact an attorney or the
appropriate professional health provider. I will immediately notify the Board if at any time after signing this affidavit I no longer meet the eligibility requirements.

Applicant’s Signature: _____________________________ Date: ___ / ___/_____
Statement of Student Responsibility

I acknowledge that this application contains policies, regulations, and procedures in existence at the time of publication. I also acknowledge that Tarrant County College and the Department of Vocational Nursing (VN) reserve the right to make changes at any time to reflect current Board of Trustees policies, administrative regulations and procedures, and applicable State and Federal regulations. Furthermore, I understand that the information included in this packet does not constitute a contract expressed or implied, between any applicant, student, or faculty member, and Tarrant County College.

I have read and understand the admission process for the VN Program. By submitting an application, I agree to abide by the admission requirements of the VN Program. I accept full responsibility for submitting a complete VN Program admission packet prior to or by the designated application filing deadline, and I understand that I cannot be accepted into the VN Program until I have completed all of the admission requirements.

Once I have submitted my application packet, I understand that it is my responsibility to inform the nursing office personnel of any change in my status, email address, address, telephone number, intentions to enter the program, or any other information that would affect my entrance into the VN Program.

I acknowledge that once admitted to the program, I will be assigned to clinical rotations at area health care facilities, which will require proof of personal health care insurance coverage and proof of immunizations and/or immunity to selected communicable diseases, as well as tuberculosis screening.

I am aware that, according to the Texas Board of Nursing, I will be required to undergo an FBI background check and fingerprinting prior to admission to the VN Program. They are conducted after I apply and have been notified that I am accepted to the program or am an alternate.

I am aware that, according to Dallas - Fort Worth Hospital Council Guidelines, I will be required to undergo a criminal background check and mandatory drug screening prior to admission to the VN Program. I understand that clinical facilities require, for each clinical rotation, written verification that students, listed by name, meet all criteria required by the Dallas - Fort Worth Hospital Council Guidelines, to include:

- Negative criminal background check
- Negative drug screen
- Current immunizations, and TB screening, physical exam
- Current Healthcare Provider BLS (CPR & AED) Program completion card from American Heart Association
- Successful completion of Dallas-Fort Worth Hospital Council Standard Hospital Student Orientation Test
- Current Health Insurance
I understand that the purpose of this program is to prepare me to be eligible to write the NCLEX-PN® licensing examination to become a licensed vocational nurse. In order to be eligible, I must hold a high school diploma or General Education Development certificate. Furthermore, it is my responsibility to notify the Texas Board of Nursing prior to admission to the VN Program, if I have ever been denied licensure by a licensing authority for nurses; have ever had disciplinary action taken against me by a licensing/certifying authority; have ever been convicted of a crime other than a minor traffic violation; am unable to safely practice professional nursing due to physical or mental disability/illness which may endanger the health and safety of persons under my care; have been hospitalized or treated for chemical dependency within the past five years; am currently an intemperate user of drugs or alcohol; have ever been issued a Declaratory Order by the Board of Nursing for the State of Texas; or if I have ever taken the State Board Test Pool Examination, National Council Licensure Examination for Registered Nurses or Practical/Vocational Nurses, or the Canadian Nurses Association Testing Service Examination. If so, I will need to petition in writing, and provide requested documents to the Texas Board of Nursing in order to be eligible to take the NCLEX-PN® examination. This review and eligibility approval may take 3-24 months to obtain from the Texas Board of Nursing who will assess a fee to the individual for review. The Texas Board of Nursing approval is required prior to acceptance into the VN Program.

__________________________________________  ______________________
Applicant Signature                                    Date
TCC Nursing Department Immunization Requirements

In order to comply with the Texas Administrative Code (Title 25 Health Services, Rules 97.61-97.72) regarding immunization records for students enrolled in health-related programs, the following guidelines are now in force for applicants to the Tarrant County College VN Program. VN Program applicants must present the following documentation.

I. Immunization Record

The date of each required immunization and/or date of a positive titer result for each.

**NOTE:** If immunization records have been recorded on separate documentation such as a hospital printout, health department card, office call invoice, etc., a clear photocopy of that documentation may be the Immunization Record form.

**Immunizations**

An applicant must have completed the following immunizations prior to submitting his/her application according to the indicated guidelines and schedules. Documentation of a titer (blood test) with specific lab values verifying immunity or sero-positivity is also acceptable for Measles, Mumps, Rubella, Varicella, Hepatitis A and Hepatitis B.

**MCV4:** This immunization is required for all TCC students who are under 21 years of age and are newly enrolled or have had a break in enrollment of one long semester. It must have been received at least 10 days PRIOR to the first day of the semester. A unique form must be completed by the provider and submitted to the Registrar before registration may be allowed. (See the TCC Website under “Meningitis”)

a) **Measles – Two (2) doses** of measles (“rubeolla”) vaccine is required either in separate injections or in combination with mumps and rubella (“MMR”) or with a titer that proves serologic immunity. Both measles immunizations must have been received after January 1, 1968.

b) **Rubella – One (1) dose** of rubella vaccine is required either in a separate injection or in combination with measles and mumps (“MMR”) or with a titer that proves serologic immunity.

c) **Mumps – One (1) dose** of mumps vaccine is required either in a separate injection or in combination with measles and rubella (“MMR”) or with a titer that proves serologic immunity.

d) **Tetanus/Diphtheria/Pertussis (“Tdap”) – One (1) dose** of Tdap is required within the past ten (10) years. The documentation must clearly indicate that a Tdap was received. **NOTE:** A standard Tetanus or Tetanus/Diphtheria (Td) is not accepted.

e) **Varicella (chickenpox) – Two (2) doses** of varicella vaccine are required or documentation of a positive titer (blood test) with the lab values report. **NOTE:** A
statement from a physician or parent indicating the student’s previous varicella disease history is no longer accepted.

f) **Hepatitis B series – Three (3) doses** of Hepatitis B vaccine are required per the timetable below:
   a. Initial dose
   b. Second dose (one month after the initial dose)
   c. Third dose (five months after the second dose)

g) **Hepatitis A series – Two (2) doses** of Hepatitis A vaccine per the timetable below:
   a. Initial dose
   b. Second dose (six months after the initial dose)

h) **Seasonal Influenza – An annual seasonal influenza immunization is required.**
   Immunization for Fall 2019, must be dated after July 31, 2019, and is good until the following Spring 2020. Immunizations prior to July 31, 2019, are not accepted. A new influenza immunization is required each season.

If an applicant fails to adhere to the above schedule, the series may have to be repeated or a positive titer will be required.

**NOTE:** In order to complete the required Hepatitis B and Hepatitis A series by the first day of classes – Fall 2019, individuals must have received the first Hepatitis B and the first Hepatitis A injections by 3/1/2019 and documentation submitted with their application materials. The series or a positive titer must be documented by 8/31/2019. Students with incomplete immunizations cannot attend clinical and are in jeopardy of not continuing in the nursing program.

**II. Exceptions**

Exceptions from meeting certain immunizations requirements are allowed for such circumstances as medical conditions (i.e. pregnancy), religious beliefs, etc. Applicants must present documentation as indicated below with their nursing program application materials. Requests for exceptions are reviewed on an individual basis.

In the case of immunization exemptions for pregnancy, all temporarily deferred immunizations must be received and documented with the Vocational Nursing office no later than the start of the first semester of the VN Program.

**NOTE:** The inability to receive all required immunizations and health screenings required may prevent a student from entering a health care professions program.

**A. Medical Exceptions**

The applicant must present a statement signed by their medical provider (MD, NP etc.) with personal knowledge of the applicant’s medical history. The statement must indicate in detail that a specific vaccine poses a significant health risk to the individual. If the statement requests
exemption from the Hepatitis B series, the applicant must also complete a separate waiver form (available in the TREC Nursing Office) to accompany the physician’s statement.

Unless the statement specifies that a lifelong condition exists, the exemption is valid for one year only from the date of the signed statement. In the case of pregnancy, the exemption is valid only for the duration of the pregnancy and the signed statement must indicate the anticipated date of delivery.

B. Exceptions Based on Religious Belief/Reasons of Conscience

The applicant must obtain an Exclusion Affidavit from the Texas Department of State Health Services for each immunization in question by submitting a written request and including the applicant’s full name and date of birth. The written request must be mailed to the following agency:

Texas Department of State Health Services Bureau of Immunization and Pharmacy Support 1100 West 49th Street Austin TX 78756

The affidavit form will be mailed to the applicant who must complete and sign the form which must include the basis for the exception. The affidavit will be valid for a two-year period. The signed affidavit must be submitted with the applicant’s Physical Examination and Immunization Record form.

NOTE: These exemptions may not be recognized by all hospital affiliates at which health occupations students are assigned for their clinical experiences. A student may be required to receive all screenings and immunizations for a health care facility.

NOTE: Applicants to the VN Program are responsible for retaining a photocopy of all physical examination and immunization documentation for their personal records. Once the applicant is accepted to the VN Program and this documentation has been submitted to an immunization tracking system, the documentation becomes the sole property of the VN Department and will not be returned to nor photocopied for the applicant, their instructors, or any other party.
Immunizations Required *

Dates of immunizations or dates of lab results with a copy of the lab values attached indicating seropositivity required. Each line requires a medical provider’s signature or verification from the Health Center.

<table>
<thead>
<tr>
<th>Immunization</th>
<th>Date of Immunization</th>
<th>If Seropositive, Date of Positive Titer (Attach lab results)</th>
<th>Doctor’s or Health Center’s Signature (Valid only if injection is given*)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Measles – 2 doses since 01/01/68 or positive Titer.</td>
<td>#1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>#2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Mumps – 1 dose since 01/01/68 or positive Titer.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Rubella – 1 dose or positive Titer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Tetanus / diphtheria /pertussis (Tdap) – 1 dose within past 10 yrs.*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Varicella (chickenpox) – 2 doses or positive Titer.</td>
<td>#1</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>#2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6. Influenza – 1 dose annually Dated after July 31, 2018</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7. Hepatitis B series</td>
<td>#1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st initial dose</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2nd dose after 1 month</td>
<td>#2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3rd dose after 5 months after 2nd dose or positive Titer</td>
<td>#3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8. Hepatitis A series</td>
<td>#1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1st initial dose</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2nd does after 6 months or positive titer</td>
<td>#2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* See attached immunization requirements documentation for details.

NOTE: Physical exam form **will not** be accepted without medical provider’s signature or health clinic verification for each immunization and TB screening. **No student may begin clinical rotations without verification of immunization status.**

**Tuberculosis Screening**

Documentation requires an official healthcare provider’s signature or verification from the Health Center. **Intradermal PPD (Mantoux) or blood T-Spot** After being selected for Nursing Program

Date__________ Results__________ Medical Provider’s Signature ______________

**Chest x-ray**

Date__________ Results__________ Medical Provider’s Signature ______________
After being accepted into Vocational Nursing Program

Physical Examination

The completed physical form (distributed after selection and acceptance) verified by a physician or nurse practitioner will document:

- The applicant’s physical examination results which must be dated less than nine (9) months prior to the applicant’s anticipated entry to the health occupations program; and,
- The physical examination form must be completed by a physician or nurse practitioner and must document the applicant’s medical history, health questionnaire, and results of a physical examination.

CPR Certification

Current CPR certification as a Healthcare Provider. Only the American Heart Association (CPR) Certification for Healthcare Providers will be accepted. Online CPR not accepted.

Insurance: Proof of Health Insurance

**IMPORTANT NOTE:** Failure to submit the completed Tarrant County College Vocational Nursing Department’s *physical examination form, immunization records, and a photocopy of the required American Heart Association CPR certification card will result in the applicant’s disqualification from entering the nursing program.

Applicants to the VN Program are responsible for retaining a photocopy of all physical examination and immunization documentation for their personal records. Once the applicant is accepted to the VN Program and this documentation has been submitted to an immunization tracking system, the documentation becomes the sole property of the VN Department and will not be returned to, nor photocopied for the applicant, their instructors, or any other party.

Tuberculosis Screening

An intradermal PPD (Mantoux) “skin” test or blood T-Spot is required for all applicants. The test must be current within twelve (12) months of the applicant’s anticipated entry into a health occupations program. When accepted to a health occupations program, a student must be current on the screening and repeat the PPD or T-Spot every twelve (12) months for the duration of his/her enrollment in the program. A TB questionnaire is also submitted with the test results.

If the TB test, either PPD (documentation must indicate the induration of the test site) or T-Spot, indicates a positive reaction the applicant must also obtain a chest x-ray verifying the absence of active disease. The chest x-ray must be current within one (1) year of program entry. Individuals who have received the BCG injection or who have a history of tuberculosis or a positive PPD result should obtain a T-Spot test rather than the PPD and complete the TB Questionnaire.
(available upon request in VN Department) annually. If a previously negative TB converts to positive, the applicant must obtain a chest x-ray verifying the absence of active disease.

**Influenza Vaccine**

One dose of seasonal flu vaccine is required annually; watch for further instructions. For fall 2019, immunization will be after July 31, 2019.
TCC VN Program Selection and Admissions Information

The applicant pool can be very competitive that many applicants who have the potential to be excellent nurses are not admitted because of the space limitations.

The number of students admitted to the VN Program each year is limited by learning experience factors that allow the program to maintain quality instruction, safe practice in the clinical, and the availability of a variety of resources. For this reason, a special procedure for application and selection is used. Application and admission to the VN Program is a separate process from application and admission to TCC. Admission to the College does not ensure admission into the VN Program. Only those students who have been admitted to the VN Program may enroll in the specialized courses taught by the VN Department (those with VNSG course number prefixes).

The Application Process and Application Periods

The TCC VN Program admits one class each year. The class begins in the fall. It may take several weeks to gather materials and to complete all aspects of the application process, so applicants are advised to begin the process as early as possible to meet the application deadline.

To apply for the VN Program, you must have completed BIOL 2401 – Anatomy & Physiology I and meet the TSI competency listed below. Any course in progress at the time of application will not be considered.

The TSI competency requirement: Applicant must meet Texas Success Initiative (TSI) requirements. For additional information, visit TSI Assessment (www.tccd.edu/admission/testing-centers/tsiassessment/).

If you answer “yes” to any of the Nursing Eligibility Questions, it will be necessary for you to be cleared by the Texas Board of Nursing (TBON) prior to applying to the TCC VN Program. This petition is a formal disclosure to the Board of any eligibility issues that may disqualify you from taking the licensure examination. This review process can take a minimum of three (3) months to two (2) years depending on the case. Go to the TBON: Initial Licensure & Recognition Forms (www.bon.texas.gov/forms_declaratory_order.asp). Select Download Form: Petition for Declaratory Order. Go to Request for Board of Nursing–Fingerprint Card (www.bon.texas.gov/forms/web-requests.asp). Complete the form and select Submit.

Additionally, it will be required for you to turn in with your application, a copy of letter from the Texas Board of Nursing stating that you may sit for the licensure examination.

Only those applicants who have completed the entire application process by the deadline are considered for admission to the VN Program. However, completing the application process does not ensure admission to the program.
Selection Based on the Evaluation of Specific Criteria.

A selection committee reviews completed VN Program applications. Applicants are selected according to the following criteria, listed in rank order:

- Scores on the HESI examination (75%)
- GPA on the science course. The science course must have been completed within five years of application to the VN Program (25%)
- Interviews

Application/selection information cannot be given by phone. Individual rankings are not disclosed.

The selection committee selects top 60 students based on the scores on the HESI examination and GPA on the science course. The selected students will participate in a formal interview with committee members. They will send you an appointment time with instructions of what to expect and how to prepare for the interview.

The selection committee notifies all applicants by email to the student’s TCC email of their admission status -- accepted, alternate, or not accepted -- early-June, 2019, for the fall class. Because of federal privacy laws, acceptance information cannot be given over the phone. It is imperative that a current mailing address is included on the application form. Notify the VN Office immediately of any email address, address or telephone number changes.

If any of those selected for the program do not accept their appointments, applicants on the alternate list will be contacted. Vacancies may occur as late as the week before the start of the semester. Alternates are selected using the same criteria as outlined previously for selection. More alternates are selected than needed to fill the vacancies that usually occur.

Since all applicants cannot be accepted into the TCC VN Program, it is important that an applicant consider the available alternatives in the event he/she is not selected. A counselor is an important resource in helping explore available options. Applicants who would like to be advised regarding alternative future career plans should call the Trinity River Campus Advising and Counseling Center.

Reapplication to the VN Program is not restricted. Reentry to the VN Program is restricted for those who previously entered the nursing program.

Applicants who have never entered the VN Program may reapply as many times as they wish. Reapplicants are evaluated using the same criteria as first-time applicants. It is neither an advantage nor a disadvantage to be a re-applicant.

Students who have entered the VN program and exited, are considered for reentry based on their exit summary on the time they left the program.
Tarrant County College is an Equal Opportunity institution which provides education and employment opportunities on the basis of merit and without discrimination because of race, color, religion, sex, age, national origin, veteran status, disability, or marital status.