



2019 PRACTICAL NURSING PROGRAM APPLICATION

FILING DEADLINE: MAY 3, 2019

PLEASE COMPLETE ALL OF THE FOLLOWING

TODAY'S DATE _____

SOCIAL SECURITY NUMBER _____ DOB _____ MALE FEMALE

LAST NAME FIRST NAME MI

ADDRESS CITY STATE ZIP

EMAIL ADDRESS

() _____ () _____ () _____
HOME # CELL # WORK #

ENTRANCE EXAM DATE: First Choice _____ Second Choice _____

PN PREP STUDENTS PLEASE CHECK HERE

EDUCATION - List below all Schools and Career Training Programs attended, starting with High School.

NAME/LOCATION OF SCHOOL	DATES ATTENDED	DEGREE/CERTIFICATE/CREDITS

EMPLOYMENT - List below your work experience starting with your current position.

NAME/LOCATION OF EMPLOYER	DATES OF EMPLOYMENT	JOB HELD

ARE YOU A U.S. CITIZEN? YES NO *If NO, you must enter your permanent resident number below.*

ARE YOU A PERMANENT RESIDENT? YES NO

PERMANENT RESIDENT CARD NUMBER: _____

WERE YOU PREVIOUSLY ACCEPTED OR ENROLLED IN THE SOUTHERN WESTCHESTER BOCES PRACTICAL NURSING PROGRAM OR ANY OTHER PRACTICAL NURSING PROGRAM? YES NO

IF YES, PLEASE DESCRIBE: _____

PRE-ADMISSION STATEMENT
PLEASE READ THE FOLLOWING STATEMENT CAREFULLY BEFORE SIGNING:

I CERTIFY THAT ALL INFORMATION I HAVE GIVEN IN THIS APPLICATION IS ACCURATE AND COMPLETE TO THE BEST OF MY KNOWLEDGE. (ALL DOCUMENTS SUBMITTED BECOME THE PROPERTY OF SWBOCES AND WILL NOT BE RETURNED)

I ACKNOWLEDGE THAT I AM ONLY PERMITTED TO TAKE THE P-NAT ONCE PER YEAR.

I UNDERSTAND THAT OMISSIONS AND MISSTATEMENTS IN THIS APPLICATION MAY BE GROUNDS FOR REJECTION OR DISMISSAL, AND THAT MY ACCEPTANCE IS SUBJECT TO VERIFICATION OF REFERENCES.

I ALSO UNDERSTAND THAT ADMISSION TO THE SOUTHERN WESTCHESTER BOCES PRACTICAL NURSING PROGRAM IS CONDITIONED UPON MY ABILITY TO ESTABLISH EMPLOYMENT ELIGIBILITY UNDER THE IMMIGRATION REFORM & CONTROL ACT OF 1986.

APPLICANT SIGNATURE

DATE

PRINT NAME

FILING DEADLINE: MAY 3, 2019
APPLICATION/EXAM FEE: \$150, NON-REFUNDABLE

**DO NOT MAIL THE APPLICATION TO US – APPLICATION AND ALL OF THE
REQUIRED DOCUMENTS AND INFORMATION MUST BE BROUGHT TO OUR OFFICE
BY THE APPLICANT**

450 MAMARONECK AVE, 2nd FLOOR, HARRISON, NY 10528

MAILED OR INCOMPLETE APPLICATIONS NOT ACCEPTED

Checklist:

- Completed Application, with a signed Pre-Admission statement.
- Two professional reference letters. Letters must be signed by the person providing the reference, be on official agency or workplace letterhead, and be in a sealed, signed envelope. Professional reference letters can be from employers, teachers, or other professionals with whom you have worked.
- Social Security Card for verification purposes
- Original, completed FAFSA form (go to <https://fafsa.ed.gov>)
- Application/Exam Fee \$150 payable by Credit Card (MasterCard, Visa, Discover, American Express); Check or Money Order made payable to Southern Westchester BOCES. *Cash is Not Accepted.*
- Copy** of two forms of current photo identification (i.e. current driver's license, current student or work identification, current passport).
- Official High School transcripts leading to HS Diploma in the United States, or High School Equivalency is mandatory** (original must be presented and a copy submitted). High School transcripts may be obtained at: <http://www.acces.nysed.gov/common/acces/files/hse/attachmenth.pdf>
NOTE: Southern Westchester BOCES will not accept on-line/distance learning diplomas or diplomas not issued through a State Education Department.
- *"The New York State High School Equivalency Diploma Based on Earned College Credit is awarded to candidates who have completed 24 credits as a recognized candidate for a degree or a certificate at an approved institution". The following webpage can be used to access Attachment J form if you have 24 college credits but do not have a High School Diploma:*
<http://www.acces.nysed.gov/common/acces/files/hse/attachmentj.pdf>
- Foreign Diplomas must be evaluated and certified in writing to be equivalent to a U.S. High School Diploma. Companies for evaluation are, but not limited to:
 - World Education Services, www.wes.org, (800) 937-3895
 - Globe Language Services, Inc., www.globelanguage.com, (212) 227-1994
 - Evaluation Services, www.evaluationservice.net, (847) 477-8569

NOTE: *If applicable, candidates must be prepared to submit proof of their USCIS (United States Citizenship and Immigration Services) number.*

LICENSURE: INDIVIDUALS WITH A HISTORY OF A MISDEMEANOR AND/OR FELONY CONVICTION MAY NOT BE ELIGIBLE FOR PARTICIPATION IN CLINICAL ROTATIONS OR NY STATE LICENSURE. 300 HOURS OF CLINICAL EXPERIENCE ARE REQUIRED FOR COMPLETION OF THE SWBOCES PRACTICAL NURSING PROGRAM.

All documents submitted become the property of SWBOCES and will not be returned

PRACTICAL NURSING PROGRAM ENTRANCE EXAM INFORMATION

EXAM LOCATION:

SWBOCES Center for Adult & Community Services, 450 Mamaroneck Ave, 2nd Floor, Harrison, NY 10528

EXAM REGISTRATION:

You must register for the entrance exam in advance. Your complete application package must be submitted at least one week prior to the entrance exam date. **Incomplete applications will not be accepted.** The non-refundable Entrance Exam Fee of \$150.00 is payable by Credit Card, Check or Money Order, made out to Southern Westchester BOCES. *Cash is Not Accepted.* It is recommended to reserve early as seating in testing sessions is limited. **Candidates are permitted to take the SWBOCES Practical Nursing Entrance Exam once a year.**

CHOOSE YOUR FIRST AND SECOND EXAM DATE CHOICES FROM THE FOLLOWING LIST OF DATES: *(Date and time of your exam will be printed on your receipt.)*

December 2018

Thursday, Dec. 6 9:00am-1:00pm
Tuesday, Dec. 18 9:00am-1:00pm

January 2019

~~Saturday, Jan. 12 8:30am-12:30pm~~
Tuesday, Jan. 15 5:00pm-9:00pm
Wednesday, Jan. 23 9:00am-1:00pm

February, 2019

Monday, Feb. 4 9:00am-1:00pm
Tuesday, Feb. 12 5:00pm-9:00pm
Wednesday, Feb. 27 9:00am-1:00pm

March 2019

Wednesday, Mar. 6 9:00am-1:00pm
Wednesday, Mar. 13 9:00am-1:00pm

March 2019 (continued)

Tuesday, Mar. 19 5:00pm-9:00pm
Wednesday, Mar. 27 9:00am-1:00pm

April 2019

Tuesday, Apr. 2 5:00pm-9:00pm
Wednesday, Apr. 10 9:00am-1:00pm
Monday, Apr. 22 9:00am-1:00pm
Wednesday Apr. 24 9:00am-1:00pm
Saturday, Apr. 27 8:30am-12:30pm

May 2019

Tuesday, May 7 5:00pm-9:00pm
Tuesday, May 14 9:am-1:00pm
Thursday, May 16 9:00am-1:00pm

EXAM DAY INSTRUCTIONS

- Please arrive at least 15 minutes prior to exam start.
- All exams begin promptly at scheduled time. ***Late arrivals will not be admitted.***
- Candidates should be prepared to stay for four (4) hours. Bring your payment receipt and current Photo ID.
- You will be required to enter your social security number on the exam application.
- Bring two (2) or more sharpened #2 pencils.
- Food, cell phones and electronic devices of any kind (including Smart Watches) are prohibited in the testing area.

There is a \$50 Entrance Exam Date Rescheduling Fee (No exceptions)