



SAU TECH PRACTICAL NURSING PROGRAM  
APPLICATION PACKET 2019-2020

**I.) General Information:**

The SAU Tech Practical Nursing (PN) Program director, faculty and staff members are glad that you are interested in our program and we hope that you are as excited about nursing as we are. We have an exemplary team that has an excellent reputation for teaching, guiding and mentoring students through the nursing program and preparing the students for their future career as Licensed Practical Nurses. We hope you will join our nursing program family!

The PN Program combines classroom instruction with skills laboratory, simulation laboratory, and clinical experience. Students successfully completing the program are awarded a technical certificate and are then eligible to take the NCLEX-PN (National Council Licensure Examination for Practical Nurses). A graduate who successfully passes this exam is considered a Licensed Practical Nurse (LPN).

The PN program meets the requirements of and is fully approved by the Arkansas State Board of Nursing.

The PN Program is offered once per year. Classes begin during the extended summer semester (usually early June) and students graduate in May of the following year. The program is full-time and meets all day Monday – Thursday.

*Note: Practical nursing courses are not for open registration. Students must make a separate application to the Practical Nursing Program and must qualify for admission by meeting the admission requirements listed below and must be selected for admission. Advanced standing is not recognized for this program of study.*

**II.) Requirements for Admission into the PN program:**

Prior to the application deadline (with the exception of #1 below), the applicant must have:

1. Earned a high school diploma or a GED (prior to program start date).
2. A cumulative GPA of 2.0 or greater:
  - a. Cumulative high school GPA if the student has completed 8 or less college credit hours
  - b. Cumulative college GPA if the student has completed 9 or more college credit hours
3. Applied to SAU Tech and complied with all admission requirements (in order to be eligible for selection).
  - a. The college's application for admission can be found here:  
<http://www.sautech.edu/programs-degrees/practical-nursing/>
  - b. The admissions checklist and more information can be found here:  
<http://www.sautech.edu/studentResources/admissions.aspx>
  - c. Call the Admissions department at 870-574-4558 if any questions
4. Taken the TEAS exam (entrance exam for the PN Program) **within 2 years of the program start date** (extended summer semester). The applicant's score on this exam is used to determine not only eligibility for admission into the PN program but also ranking for selection of the applicants. The test scores are automatically sent to the PN Department.
  - a) Info about the TEAS exam can be found through the SAU Tech Allied Health website at <http://www.sautech.edu/programs-degrees/practical-nursing/> which has a link to the *TEAS Testing policy*, how to register for it, how to set up an account with the ATI testing agency, etc...
  - b) More information about the TEAS can be found at the exam developer's website:  
<https://atitesting.com/solutions/pre-program/teas.aspx>
  - c) The *TEAS testing policy* file includes a link for the optional purchase of a study guide for the entrance exam or it may be purchased used. The study guide is also available at the SAU Tech Learning Resource Center for temporary checkout.
  - d) TEAS exam results older than two years previous to program start date will not be considered.
  - e) Applicants who have not taken the TEAS exam CANNOT be considered for selection as current scores on this exam are required.
  - f) Applicants who score below the minimum cut score on the first attempt are recommended to study for then repeat the exam prior to the application deadline.
  - g) The TEAS may only be taken **twice** per application period.
5. Submitted all transcripts and copy of Social Security Card to the PN program. \* **Applicants must submit official or nonofficial transcripts to the nursing dept. with his/her PN program application separately from what the admissions department requires. This transcript MUST BE LEGIBLE.**
  - a. If applicant has 8 or less college credit hours: High school transcript.
    - If applicant didn't graduate from high school, proof of GED completion and high school transcript are required.
  - b. If applicant has 9 or more college credit hours: all college transcripts are required. Either copies

(unofficial) or official (sent by that college) transcripts are acceptable for the nursing program application. *The transcripts required by the admissions department must be OFFICIAL (sent directly from your school to SAU Tech).*

- c. Applicant must have a C or better in the required courses (Medical Terminology, Anatomy & Physiology I w/Lab and Math for Health Care Providers) prior to the start of the program. If applicant is in the process of taking these courses during the application period, then the applicant **must** provide an up-to-date transcript with the final grade for the courses at the end of the semester. If the final grade is below a C in any of the courses, then the applicant will be disqualified.
6. Submitted the completed and signed nursing program application to the address below by the deadline.
  - a. The PN Program application and other information can be found here:  
<http://www.sautech.edu/programs-degrees/practical-nursing/>
7. IF the applicant has been in another nursing program, a 'Letter of Recommendation & Good Standing' from his/her previous nursing program DIRECTOR is required. The letter must come directly to the SAU Tech Practical Nursing Program from that program director. Letters submitted by students are not acceptable.
  - a. The letter should be mailed to the address below or it may be e-mailed to [vmurphy@sautech.edu](mailto:vmurphy@sautech.edu)

Southern Arkansas University Tech  
Attn: Allied Health Coordinator  
P. O. Box 3499  
Camden, AR 71711

### III.) **Instructions:**

- 1) **Apply to SAU Tech** and comply with all admission requirements.
- 2) Register for and **take the TEAS exam.**
- 3) **Print legibly** throughout the application (below) and **fill in ALL sections COMPLETELY.** An incomplete application may result in the applicant not being considered for admission.
- 4) **Submit\* the completed and signed application and all required documents (see below) prior to the deadline for application, which is March 1<sup>st</sup> of the applicable year prior to 4:30 p.m.,** to the Nursing Program Office located on the SAU Tech campus, Business Building, Room 120, or mail to:

Southern Arkansas University Tech  
Attn: Practical Nursing Program  
P. O. Box 3499  
Camden, AR 71711

*\*If mailing would cause application to be received after the deadline, the application and required documents may be faxed to 870-574-4442 but the originals must still be submitted in person or by mail.*

### IV.) **Applicant Selection and Admission to the PN Program:**

- Student selection for the PN Program is based on a point system utilizing the following criteria:
  - a.) TEAS Adjusted Individual Total Score
  - b.) Previous college credit in certain college courses (see below for list). Must provide transcript proof and must have earned a grade of 'C' or higher in order to earn points
  - c.) Cumulative college GPA (if 9 or more college credit hours), cumulative high school GPA (if 8 or less college credit hours) or GED Cumulative Score Range
  - d.) Previous graduation from a health science program that included 7 or more college credit hours within the past 10 years. Must provide transcript proof. Examples include, but are not limited to: nursing assistant, emergency medical technician, paramedic, surgical technology, phlebotomy, etc..
- Applicants accepted for admission into the Practical Nursing Program will receive an acceptance letter, which will provide further instructions for admission requirements, which includes, but is not limited to the following: submission of immunization record showing certain specific immunization requirements, a criminal background check and a drug screen. **It is important to note that persons who have been convicted of certain crimes may not be eligible to take the nursing licensure exam so are, therefore, not eligible for entry into the PN program.** (See 'Required Reading for Admission' section).

- V.) **Point System for Applicant Selection:** GPA and/or points will be rounded to the hundredths place where applicable.

A) The categories of the point system are weighted as follows:

a. TEAS Adjusted Individual Total Score (Composite)	55%
b. College Credit Hours	25%
c. Cumulative GPA	10%
d. Graduate of Health Science Program	10%

**a. TEAS score points:**

- Selected applicants are required to have a basic understanding and ability in Reading, English, Math & Science. Therefore, **a TEAS entrance exam minimum Adjusted Individual Total Score of 43 is required to be considered for admission.** An adjusted individual total score below 43 will render applicant ineligible to be selected. If you score below a 43 on the first exam, we encourage you to take the TEAS Tutoring in our Rocket Success Center (formally known as the Learning Resource Center). If you complete a total of 6 hours of TEAS tutoring, this will earn you 1 point added to your 2<sup>nd</sup> TEAS Adjusted Individual Total Score. The Tutoring Center will have to send your name and hours to the PN Department for confirmation.
- Total possible TEAS score is 100 points, which is then multiplied times 0.55. Therefore, the total possible for the TEAS score is 55 points.
- The highest TEAS adjusted individual total score of exams taken within two years of program start date will be utilized

**b. College Credit Hours points:**

Official or unofficial college transcripts must be included in the PN admission packet showing a passing course grade of 'C' or better to receive points. The sum of all college credit hour points has a total possible of 25 points.

**3.0 points will be awarded for each of these REQUIRED college courses:**

Anatomy and Physiology I (with lab)  
Math for Nurses  
Medical Terminology

**1.0 points will be awarded for each of these college courses:**

Introduction to Computers, Computer Applications, or Microcomputers  
English Composition I  
English Composition II  
Advanced Grammar  
General Psychology  
Developmental Psychology  
Nutrition & Diet  
College Algebra

**2.0 points will be awarded for each of these college courses:**

Biology (with or without lab)\*  
Microbiology (with or without lab)\*  
Fundamental or General Chemistry (with or without lab)\*  
Anatomy and Physiology II (with or without lab)\*

\*Points for science courses will only be awarded for the primary course or for the primary course plus the lab; Science labs ONLY (without the primary course) will not be considered

**c. Cumulative GPA Points**

- i) Cumulative GPA will be used for points based upon the number of college credit hours that the applicant has earned.
  - If the applicant has earned 8 or less college credit hours, his/her HIGH SCHOOL GPA will be used
  - If the applicant has successfully earned a GED, his/her GED Cumulative Score Range will be used.
  - If the applicant has earned 9 or more college credit hours, his/her COLLEGE GPA will be used.
- ii) The cumulative GPA will be multiplied times 2.5 to equal the total possible points of 10.

**d. Graduation from Health Sciences Program Points:**

- The applicant may receive 10 points for having graduated from one or more health science programs.
- Health science program must have been 7 or more college credit hours.
- Transcript proof of graduation from program is required.
- Graduation from the health science program must have been within the last 10 years prior to program start date.
- The maximum points earned are 10 points, even if the applicant graduated from more than one health science program.
- Examples include, but are not limited to:
  - Nursing Assistant
  - Emergency Medical Technician
  - Paramedic
  - Surgical Technology
  - Phlebotomy

**VI.) Post Admission Information:**

- This program requires many hours of study beyond the classroom/clinical setting so the student should make arrangements to have the time for this.
- A dependable means of transportation and childcare (if applicable) is paramount to success in the program so the student should make arrangements for this.
- Due to the difficulty level of the program, the course demands, strict attendance requirements, and the importance of full attention and comprehension of program content, employment during this course of training is **not** recommended. Working a number of hours while in the nursing program has been found to be a primary contributor to the lack of success in nursing school. If the student intends to work while in the nursing program, it is highly recommended that the number of hours be minimal.
- Excellent attendance and punctuality are required throughout the program. The attendance policy will be discussed during orientation.
- Students in the program may be required to attend an occasional workshop or seminar out of town.

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APPLICANT'S NAME	
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<b>TOTAL POINTS</b>	
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CATEGORY	SUBCATEGORY	POINTS POSSIBLE	STUDENT'S SCORE OR POINTS	MULTIPLICATION FACTOR	TOTAL POINTS*
<b>TEAS Score* (55 pts possible)</b>	TEAS Adjusted Individual TOTAL SCORE* Minimum of 43	100		X 0.55	
<b>College Courses (25 pts possible)</b>  Grade of 'C' or higher is required on transcript	<input type="checkbox"/> Anat. & Phys. I (with lab) - <b>REQUIRED</b>	3.0			
	<input type="checkbox"/> Math for Healthcare Professionals – <b>REQUIRED</b>	3.0			
	<input type="checkbox"/> Medical Terminology - <b>REQUIRED</b>	3.0			
	<input type="checkbox"/> Intro to Computers, Computer Applications, or Microcomputers	1.0			
	<input type="checkbox"/> Composition I	1.0			
	<input type="checkbox"/> Composition II	1.0			
	<input type="checkbox"/> Advanced Grammar	1.0			
	<input type="checkbox"/> General Psychology	1.0			
	<input type="checkbox"/> Developmental Psychology	1.0			
	<input type="checkbox"/> Nutrition & Diet	1.0			
	<input type="checkbox"/> College Algebra	1.0			
	<input type="checkbox"/> Biology (with or without lab) ^	2.0			
	<input type="checkbox"/> Microbiology (with or without lab) ^	2.0			
	<input type="checkbox"/> Chemistry (with or without lab) ^	2.0			
	<input type="checkbox"/> Anat. & Phys. II (with or without lab) ^	2.0			
<b>Total Points for College Courses</b>		<b>25</b>			
<b>Cumulative GPA* (High School OR College) (10 pts. possible)</b>	If 8 or Less College Credit Hours: Cumulative <u>High School</u> GPA* <b>OR</b>	4.00		X 2.5	
	If 9 or More College Credit Hours, Cumulative <u>College</u> GPA*	4.00		X 2.5	
<b>GED Cumulative Score Range</b>	_____ score **See attached chart**	4.00		X 2.5	
<b>Graduate of Health Science Program (10 pts possible for ONE program only) Proof Required</b>	Graduate of one or more health science programs that included 7 or more college credit hours within the last 10 years (ex: nursing assistant, emerg. medical tech., paramedic, surgical tech., medical professions education, phleb., etc...) Type of Program(s): (1) _____ (2) _____	10			

<b>TOTAL SUM OF ALL POINTS</b>	
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• Use highest TEAS score of exams taken within two years of the program start date; Adjusted individual total score (composite) below 43 will render applicant ineligible to be selected.  
 \* GPA and/or points will be rounded to the hundredths place where applicable  
 ^ Points for science courses will only be awarded for the primary course or for the primary course plus the lab; Science labs ONLY (without the primary course) will not be considered

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Correlation of GED scores with Grade Point Average

To convert your GED to a GPA, divide your total score by the number of sections on the test you took. Students are tested on four sections of the GED. For example, if your total score was 600, your average GED score would be 150 ( $600/4 = 150$ ). Then, divide your average by the highest possible score you can get on the GED (200) to find your percentage. For example, if your average was 150, your percentage would be 0.75 ( $150/200 = 0.75$ ). Your next step would be to times your percentage by the grading scale you wish to calculate your GPA (typically on a 4.0 scale). For example, if your percentage was 0.75, your GPA would be 3.0 ( $0.75*4 = 3$ ).

GED Cumulative Score Range	Correlated GPA	Scale
580-630	2.9-3.15	580-599=2.9 600-619=3.00 620-625=3.10 626-630=3.15
631-699	3.16-3.45	631-639=3.16 640-649=3.2 650-659=3.25 660-679=3.3 680-689=3.4 690-699=3.45
700-800	3.5-4.0	700-719=3.5 720-739=3.6 740-759=3.7 760-779=3.8 780-789=3.9 790-800=4.0

**Additional Information:**

**A) Nursing Scholarships:**

- a) The Arkansas State Board of Nursing is offering a needs-based loan/scholarship to qualified applicants. Faith A. Fields Nursing Scholarship/ Loan Applications deadline is August 1. You can access the application from the ASBN web site [www.arsbn.org](http://www.arsbn.org) and clicking on the Educational Resources link.
- b) The “Pink Lady” Volunteers at Ouachita County Medical Center offer a nursing scholarship to qualified applicants. You can pick up an application at the hospital Gift Shop.
- c) SAU Tech AAWTYC is offering a scholarship of \$250 per semester.
- d) SAU Tech offers an Institutional Scholarship for Nursing. You can look on SAU Tech website for more information.

**B) Important Web Sites:**

SAU Tech Website	<a href="http://www.sautech.edu">www.sautech.edu</a>
SAU Tech Allied Health Website	<a href="http://www.sautech.edu/academics/alliedHealth.aspx">www.sautech.edu/academics/alliedHealth.aspx</a>
Arkansas Scholarship Database	<a href="http://www.scholarships-ar-us.org">www.scholarships-ar-us.org</a>
Arkansas State Board of Nursing Website	<a href="http://www.arsbn.org">www.arsbn.org</a>
Financial Aid Guide Website	<a href="http://www.finaid.org">www.finaid.org</a>
FAFSA for Federal Student Aid application	<a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a>

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**VII. Physical and Mental Abilities Requirements**

The following list includes, but is not limited to, physical and mental abilities that the SAU Tech Practical Nursing student may be required to perform during the nature of the work of nursing during the duties and demands of a routine day in the lab &/or clinical setting. Therefore, nursing students in this program are required to be able to perform these abilities.

**Signing the Attestation Statement Form in this Application Packet indicates that the applicant has reviewed and confirms that he/she meets and/or exceeds these required physical and mental abilities.**

**A. Functional & Emotional Abilities**

*1. Gross Motor Skills*

- Move within confined spaces
- Provide standing support to the patient
- Manipulate equipment above shoulders
- Reach below the waist
- Assist with patient transfer
- Reach across patient in bed

*2. Fine Motor Skills*

- Pick up objects
- Grasp small objects
- Write and type
- Use a computer
- Work with small equipment
- Turn knobs
- Squeeze using fingers
- Don personal protective equipment (gloves, caps, masks)
- Apply pressure

*3. Physical Endurance*

- Sustain repetitive movements
- Work an entire shift
- Stand continuously for 6-8 hours

*4. Physical strength*

- Push and/or pull 25 pounds
- Support 25 pounds of weight
- Lift 25 pounds
- Move objects weighing up to 50 pounds
- Defend self against combative patient
- Carry equipment or supplies
- Use upper body strength
- Squeeze with hands

*5. Mobility*

- Rotate body to attend to patient and equipment

- Move quickly to respond to emergencies/patient needs

- Transfer patients

*6. Hearing*

- Hear normal speaking level sounds
- Hear faint voices
- Hear faint sounds
- Hear in situations when not able to see lips
- Respond to alarms

*7. Vision*

- See objects up to 20 feet or more away
- Use depth perception
- Use peripheral vision
- Distinguish color and color intensity
- Respond to alarms

*8. Tactile*

- Feel vibrations
- Detect temperature and presence of moisture
- Feel difference in surface characteristics
- Feel difference in sizes & shapes

*9. Smell*

- Detect odors from environment and patient
- Detect smoke
- Detect gases or noxious smells
- Be able to tolerate various unpleasant odors

*10. Reading & Communication*

- Read and understand written documents
- Correctly use anatomical diagrams
- Communicate effectively and therapeutically, both orally and in writing
- Able to communicate in English, both written and verbally

- Interact therapeutically with patients and others

*11. Thinking and reasoning*

- Critically think
- Use good judgment

*12. Arithmetic Competence*

- Read digital displays
- Read graphic printouts
- Convert numbers to/from metric system
- Tell time
- Measure time
- Count rates
- Use measuring tools
- Read measurement marks
- Add, subtract, multiply, and divide
- Compute fractions
- Use a calculator
- Write numbers in records
- Perform calculation of drug dosages

*13. Emotional Stability*

- Differentiate and establish personal and therapeutic boundaries
- Provide patient with appropriate psychosocial support
- Work in emotionally charged, stressful and/or ever-changing environment
- React appropriately and professionally under stressful situations
- Deal with unexpected situations
- Maintain attention on task
- Perform multiple responsibilities concurrently
- Handle strong emotions- grief, anger, etc.

*14. Teamwork*

- Work well with others

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**VII.) Required Reading for Admission**

Every applicant is required to have read the following information. Students accepted into the program will have to sign a form as verification of having been informed of this information.

**A.) Drug Testing:**

I understand that the health care industry requires drug testing upon employment and random testing throughout employment. Therefore, I understand that the Substance Abuse Policy in the SAU Tech Practical Nursing Program requires the following types of drug testing during my enrollment:

- 1) Scheduled testing at unannounced designated times throughout the program
- 2) Random testing as required by the clinical agencies or
- 3) For cause (suspicion, signs of use/abuse, etc...)

**B.) Required Criminal Background Check before Licensure to Practice Nursing:**

The Arkansas State Board of Nursing (ASBN) requires a criminal background check for all graduates applying for licensure. **Graduating from a nursing program does not assure ASBN's approval to take the licensure examination. Eligibility to take the licensure examination is dependent on meeting standards in the ASBN Nurse Practice Act and Rules. The decision as to whether a nursing program graduate will be allowed to take the NCLEX or not is made by the applicable State Board of Nursing.**

Each applicant is required to sign an 'Attestation' statement (is located at the end of the application) before beginning the nursing program, verifying the applicant read and understood the information found in this required reading section, ACA §17-87-312 and the specific offenses which, if pleaded guilty, nolo contendere, or found guilty of will make an individual ineligible to receive or hold a license in Arkansas. An individual can access the information at <http://www.arsbn.arkansas.gov/lawsRules/Pages/nursePracticeAct.aspx> or [http://www.arsbn.arkansas.gov/lawsRules/Documents/SUBCHAPTER\\_3.pdf](http://www.arsbn.arkansas.gov/lawsRules/Documents/SUBCHAPTER_3.pdf)

*This information is taken directly from the Arkansas Nurse Practice Act, which can be accessed on line at: [http://www.accessarkansas.org/nurse/pdfs/npa\\_main.pdf](http://www.accessarkansas.org/nurse/pdfs/npa_main.pdf)ACA §17-87-312.*

- (a) Each first-time applicant for a license issued by the Arkansas State Board of Nursing shall apply to the Identification Bureau of the Department of Arkansas State Police for a state and national criminal background check, to be conducted by the Federal Bureau of Investigation.
- (b) The check shall conform to the applicable federal standards and shall include the taking of fingerprints.
- (c) The applicant shall sign a release of information to the board and shall be responsible to the Department of Arkansas State Police for the payment of any fee associated with the criminal background check.
- (d) Upon completion of the criminal background check, the Identification Bureau shall forward all information obtained concerning the applicant in the commission of any offense listed in subsection (e) of this section to the board.
- (e) Except as provided in subdivision (1)(1) of this section, no person shall be eligible to receive or hold a license issued by the board if that person has pleaded guilty or nolo contendere to, or been found guilty of, any of the following offenses by any court in the State of Arkansas, or of any similar offense by a court in another state, or of any similar offense by a federal court:
  - (1) Capital murder, as prohibited in § 5-10-101;
  - (2) Murder in the first degree and second degree, as prohibited in §§ 5-10-102 and 5-10-103;
  - (3) Manslaughter, as prohibited in § 5-10-104;
  - (4) Negligent homicide, as prohibited in § 5-10-105;
  - (5) Kidnapping, as prohibited in § 5-11-102;
  - (6) False imprisonment in the first degree, as prohibited in § 5-11-103;
  - (7) Permanent detention or restraint, as prohibited in § 5-11-106;
  - (8) Robbery, as prohibited in § 5-12-102;
  - (9) Aggravated robbery, as prohibited in § 5-12-103;



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- (10) Battery in the first degree, as prohibited in § 5-13-201;
  - (11) Aggravated assault, as prohibited in § 5-13-204;
  - (12) Introduction of controlled substance into the body of another person, as prohibited in § 5-13-202;
  - (13) Terroristic threatening in the first degree, as prohibited in § 5-13-301;
  - (14) Rape, as prohibited in § 5-14-103;
  - (15) Sexual indecency with a child as prohibited in §§ 5-14-110
  - (16) Sexual assault in the first degree, second degree, third degree, and fourth degree, as prohibited in §§ 5-14-124; 5-14-127;
  - (17) Incest, as prohibited in § 5-26-202;
  - (18) Offenses against the family, as prohibited in §§ 5-26-303 - 5-26-306;
  - (19) Endangering the welfare of incompetent person in the first degree, as prohibited in § 5-27-201;
  - (20) Endangering the welfare of a minor in the first degree, as prohibited in § 5-27-203;
  - (21) Permitting child abuse, as prohibited in § 5-27-221(a)(1) and (3);
  - (22) Engaging children in sexually explicit conduct for use in visual or print media, transportation of minors for prohibited sexual conduct, pandering or possessing visual or print medium depicting sexually explicit conduct involving a child, or use of a child or consent to use of a child in a sexual performance by producing, directing, or promoting a sexual performance by a child, as prohibited in §§ 5-27-303 -5-27-305, 5-27-402, and 5-27-403;
  - (23) Felony adult abuse, as prohibited in § 5-28-103;
  - (24) Theft of property, as prohibited in § 5-36-103;
  - (25) Theft by receiving, as prohibited in § 5-36-106;
  - (26) Arson, as prohibited in § 5-38-301;
  - (27) Burglary, as prohibited in § 5-39-201;
  - (28) Felony violation of the Uniform Controlled Substances Act §§ 5-64-101 – 5-64-608, as Prohibited in § 5-64-401;
  - (29) Promotion of prostitution in the first degree, as prohibited in § 5-70-104;
  - (30) Stalking, as prohibited in § 5-71-229;
  - (31) Criminal attempt, criminal complicity, criminal solicitation, or criminal conspiracy, as prohibited in §§ 5-3-201, 5-3-202, 5-3-301, and 5-3-401, to commit any of the offenses listed in this subsection.
  - (32) Computer child pornography as prohibited in § 5-27-603; and
  - (33) Computer exploitation of a child in the first degree as prohibited in § 5-27-605.
- (f)(1)(A) The Board may issue a nonrenewable temporary permit for licensure to a first time applicant pending the results of the criminal background check.
- (B) The permit shall be valid for no more than six (6) months
- (2) Except as provided in subdivision (1)(1) of this section, upon receipt of information from the Identification Bureau of the Department of Arkansas State Police that the person holding the letter of provisional licensure has pleaded guilty or nolo contendere to, or has been guilty of, any offense listed in subsection e of this section, the Board shall immediately revoke the provisional license.
- (g)(1) The provisions of subsections e and subdivision (f)(2) of this section may be waived by the Board upon request of
- (a) An affected applicant for licensure; or
  - (b) The person holding a license subject to revocation.
- (2) Circumstances for which a waiver may be granted shall include, but not be limited to, the following:
- (A) The age at which the crime was committed;
  - (B) The circumstances surrounding the crime;
  - (C) The length of time since the crime;
  - (D) Subsequent work history;
  - (E) Employment references;
  - (F) Character references;
  - (G) Other evidence demonstrating does not pose a threat to the health or safety of the public.
- (h)(1) Any information received by the Board from the Identification Bureau of the Department of Arkansas State Police pursuant to this section shall not be available for examination except by:
- (A) The affected applicant for licensure, or his authorized representative; or
  - (B) The person whose license is subject to revocation or his or her authorized representative.
- (2) No record, file, or document, shall be removed from the custody of the Department of Arkansas State Police.

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- (i) Any information made available to the affected applicant for licensure or the person whose license is subject to revocation shall be information pertaining to that person only.
- (j) Rights of privilege and confidentiality established in this section shall not extend to any document created for purposes other than this background check.
- (k) The Board shall adopt the necessary rules and regulations to fully implement the provisions of this section.
- (l)(1) For purposes of this section, an expunged record of a conviction or a plea of guilty or a plea of guilty, or nolo contendere to an offense listed in subsection e of this section shall not be considered a conviction, guilty plea, or nolo contendere plea to the offense unless the offense is also listed in subdivision (1)(2) of this section.

**\*\* (2) Because of the serious nature of the offenses and the close relationship to the type of work that is to be performed, the following shall result in permanent disqualification:**

- (A) Capitol murder is prohibited in § 5-10-101;
- (B) Murder in the first degree as prohibited in section § 5-10-102 and murder in the second degree as prohibited in § 5-10-103
- (C) Kidnapping as prohibited in § 5-14-103;
- (D) Rape as prohibited in § 5-14-103
- (E) Sexual assault in the first degree as prohibited in § 5-14-124 and sexual assault in the second as prohibited in § 5§ -14-125;
- (F) Endangering the welfare of a minor in the first degree as prohibited in § 5 -27-203 and endangering the welfare of a minor in the second degree as prohibited in § 5 -27-204;
- (G) Incest as prohibited in § 5 -26-202;
- (H) Arson prohibited in § 5 -38-301;
- (I) Endangering the welfare of incompetent person in the first degree as prohibited in § 5 -27-201; and
- (J) Adult abuse that constitutes a felony as prohibited in §5 -28-103. (2007)

**\*\*Because the Arkansas State Board of Nursing declares that the crimes listed in (l)(2) above result in permanent disqualification from receiving or holding a nursing license in the state of Arkansas, which means the graduate of a nursing program would be DENIED the ability to take the NLCEX-PN (licensure exam), applicants who have any of these crimes on their record are NOT ELIGIBLE to be admitted into the SAU Tech Practical Nursing Program.**

**If you have any questions, please contact one of the following:**

Ms. Vontisha Murphy,  
870-574-4585  
[vmurphy@sautech.edu](mailto:vmurphy@sautech.edu)

Ms. Shelley Young, Allied Health Coordinator  
870-574-4475  
[syoung@sautech.edu](mailto:syoung@sautech.edu)

**SAU TECH PRACTICAL NURSING PROGRAM**  
**APPLICATION**

**APPLICATION: PRINT LEGIBLY**

1. **Name:**

LAST	FIRST	MIDDLE	(MAIDEN)

2. **Contact Information:**

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

*Please check the box below of the phone number that you wish to be your primary contact method*

Home Phone: \_\_\_\_\_  Cell Phone: \_\_\_\_\_  Work Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**Emergency Contact Information:**

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Phone #1: \_\_\_\_\_ (  home  cell  work)

Phone #2: \_\_\_\_\_ (  home  cell  work)

3. **Demographic Information:** Sex:  Male  Female

Date of Birth (mm/dd/year): \_\_\_\_/\_\_\_\_/\_\_\_\_ Age, **as of June 1, 2019:** \_\_\_\_\_

Social Security Number: \_\_\_\_-\_\_\_\_-\_\_\_\_

**The following information is REQUIRED by the Arkansas State Board of Nursing. This information does NOT affect eligibility or selection for admission:**

Predominant Race/Ethnicity:  White/Caucasian  Black/African American  Hispanic/Latino  
 Asian  Native/American Indian  Other: \_\_\_\_\_

4. The Arkansas State Board of Nursing denies the application for the National Council Licensure Examination - Practical Nurse (NCLEX - PN®) of nursing program graduates who have plead guilty, nolo contendere, or been found guilty of certain offenses (see 'Required Reading' section of Application Packet) as identified in Arkansas Code, Act 1208 of 1999 Legislative Session - ACA 17-87-312. Some offenses result in denial of licensure exam application (after graduation from the nursing program) but others are investigated by the board and application MAY OR MAY NOT be approved. **ALL offenses must be reported even if a suspended imposition of sentence occurred, if the applicant was a juvenile during the offense, and/or if the criminal record was sealed or expunged because the state board of nursing can see these offenses even if the applicant thinks they are no longer a part of their record.**

- Additional information is attached. See below.

Upon acceptance into the nursing program, a criminal background check will be performed. A student who has a criminal history of any of the offenses that prevent licensure examination approval is not eligible to enter or to remain in the nursing program and will either not be accepted or if results are returned after acceptance into the program the student will be required to withdraw.

Many clinical facilities also deny a student from performing clinical rotations there if certain offenses have been committed. Some of these facilities perform their own background check on the students and some require that the

**SAU TECH PRACTICAL NURSING PROGRAM  
APPLICATION**

program provide them with the student’s criminal background check results. If a student is denied approval for clinical rotation in any of the facilities that are utilized for the clinical practicum courses, that student is no longer eligible to remain in the nursing program and will be required to withdraw due to inability to complete program requirements.

**Due to the circumstances stated above, it is very important that the student provide honest answers to the following questions (even if the applicant believes their record has been sealed &/or expunged):**

- A. Have you EVER been convicted of a felony or a misdemeanor?  Yes  No
- B. Do you have a felony or misdemeanor charge pending?  Yes  No
- C. Have you ever been convicted of child or elderly maltreatment, abuse or neglect?  Yes  No

***If you answered yes to any of these questions, submit a written explanation to the Director of the Practical Nursing Program with your application.***

5. **Education:** List only the high school you graduated from; List ALL COLLEGES ATTENDED. **An official or unofficial transcript from ALL COLLEGES ATTENDED is MANDATORY.** If a student has attended a college but does not list it here, it may disqualify the applicant from selection/admission into the program. List all health science programs that you have GRADUATED from and/or any CURRENT Medical Certifications and/or Licensures that you hold below (transcript proof of graduation from program must be submitted with application for credit of points):

Type of School	Name of School	What Year(s) Did You Attend? (ex: 2003-2005)	Year Graduated (or year of GED completion)	Type of Diploma, GED, or Degree Earned; Put N/A if none were earned
High School				
Health Science Program				
Certification				
College				
College				
College				
College				

6. Have you previously been enrolled in a nursing program, including the SAU Tech one?  Yes  No

***If yes, a letter of recommendation and good standing from the program director is required to be submitted with this application. Honesty is required on this application. Anyone who selects no but has actually been in another nursing program will not be selected or will be dismissed from the program if it is found out after admission.***

**First Nursing program attended:**

If yes, which program/college: \_\_\_\_\_ Year: \_\_\_\_\_

What was the reason for incompleteness? \_\_\_\_\_

**Second Nursing program attended:**

If yes, which program/college: \_\_\_\_\_ Year: \_\_\_\_\_

What was the reason for incompleteness? \_\_\_\_\_

**SAU TECH PRACTICAL NURSING PROGRAM**  
**APPLICATION**

**Personal Statement**

Please write or type a personal statement in your own words that (a) tells us about you, (b) explains the reason you want to be a nurse, and (c) describes why we should select you for admission. Provide any information that you feel is relevant to being selected for this nursing program. If typing, the applicant may use and submit a separate document but please write in this section that you are submitting it separately.

**SAU TECH PRACTICAL NURSING PROGRAM  
APPLICATION**

**Attestation Form**

**By signing below, I acknowledge that:**

- (a) I hereby attest that the information contained in this application is true and complete to the best of my knowledge;**
- (b) I understand that falsifying any records pertinent to this application can lead to ineligibility for admission &/or immediate dismissal from the nursing program;**
- (c) I have read the ‘Required Reading for Admission’ section, understand the information that is included, and verify that I do not have any crimes in my history, even sealed or expunged ones, that result in permanent disqualification for licensure by the Arkansas State Board of Nursing;**
- (d) I agree to submit to drug testing and criminal background checks as per the program’s policies; and**
- (e) I meet or exceed the required mental and physical abilities.**

**I understand it is my responsibility to inform the SAU Tech Practical Nursing Program’s Director if anything changes during the course of the program that results in my inability to abide by these statements &/or requirements.**

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_