

## Nursing Application Checklist

**This form must be completed in its entirety, signed, and included with the application.**

If an item is not applicable place "N/A" in the checkbox.

An incomplete checklist may result in your application not being accepted.

Check when complete or write in N/A if not applicable to your circumstance.

- Application **completely** filled out, **signed and dated**.
- Official college transcripts (in original sealed/unopened envelope) from all colleges other than Santa Barbara City College (all courses taken for credit and no credit must be included even if not part of the major). \*OR a printed list of the transcripts that SBCC has received. This can be found by following directions found on this webpage:  
<http://www.sbcc.edu/admissions/files/IncomingTranscriptsReceived.pdf>
- Official high school transcripts or GED if no college degree (in original sealed/unopened envelope), or Proof that the Admissions Office has received them\*.
- If English or Math prerequisite was met with an AP score of 3 or higher, AP Score card must be included at the time of application.
- Course descriptions for prerequisite courses completed at a non-California Community College. Course descriptions must come from the specific catalog year in which the course was taken.
- Documentation of work or volunteer hours in a healthcare setting in excess of 200 hours, if applicable. (Documentation must be on company letterhead, and must describe your duties and hours worked.)
- Include official SBCC email address on your application, not your personal email. The official email address will end "@pipeline.sbcc.edu" and is assigned when you apply to SBCC. If you have not attended SBCC, you must apply to the college; [www.sbcc.edu/apply](http://www.sbcc.edu/apply).  
**No other email address will be accepted.**
- Documentation of fluency in a language other than English, if applicable. (See the Supporting Documentation Form on the SBCC Nursing webpage.)
- Documentation of life experiences and/or special circumstances, if applicable. (See the Supporting Documentation Form on the SBCC Nursing webpage.)
- Copy of CNA certificate or LVN license, or other, if applicable.
- Form DD 214 for all students applying for veteran/spouse of veteran eligibility.
- Results of TEAS exam – both ATI TEAS and TEAS V are accepted (after June 1, 2018 only ATI TEAS – sixth Version – will be accepted) – demonstrating minimum composite score of 62%. If taken at an ATI testing site other than SBCC; results must be sent directly from ATI to SBCC; we will NOT accept a copy from the student. **First attempt within a one year (365 day) period will be accepted.**  
If the TEAS is taken at SBCC, the results are obtained on the day of testing.
- All applicable documents must be placed in a large envelope, with applicant's name written clearly on the outside.

Student Signature \_\_\_\_\_