Nursing Application Checklist

Please fill this form out in its entirety. 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:

☐ 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*.

☐ 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. **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 V exam (must be results from first attempt taken). **Must** be sent directly from ATI to SBCC before the end of the application period.

OR

Invited to take the TEAS V exam at SBCC following the current application period (qualified applicants only).

TEAS V Test Date: ________________ (to be filled in by SBCC)

☐ All of the above items must be placed in a 9 x 12 envelope, with applicant’s name written clearly on the outside.