

Practical Nursing Certificate Application Requirements Policy

The following information summarizes the requirements that must be completed before an applicant will be considered for entry into the Practical Nursing Certificate Program. The *PNC Program Application* and the *PNC Health Requirements Form*, which contain detailed instructions for completing and documenting your requirements, will be mailed to you after you submit a *GCC Application for Admission* indicating your interest in the PNC program. If you would like to receive these forms immediately please call (413) 775-1802.

Requirements:

1. **Submit a GCC Application for Admission.** Please call (413)775-1801 to request an application, or print one from our web site at *gcc.mass.edu*.
2. **Submit official transcripts** from previously attended colleges, if applicable.
3. **Complete the math requirement** by completing Introductory Algebra (MAT 105) at GCC, or equivalent course at another college, with a grade of C+ or better within the last five years. You may also complete this requirement by receiving an algebra placement test score of 52 or higher within the last five years. To schedule a placement test appointment, call (413) 775-1147 or (413) 775-1821.
4. **Complete the English requirement** by completing English Composition I (ENG 101, 103 or 105) at GCC, or equivalent course at another college, with a grade of C or better. **Important information about the English requirement:** Eligibility to take English Composition I is determined by taking placement tests in English and receiving a score of 88 or higher in sentence skills and a score of 77 or higher in reading comprehension.
5. **Complete ONE course from the list below** within five years of entering the PNC program with a grade of C or better (note: an official high school transcript is required if you intend to use a high school science course to meet this requirement):
 - One year of high school (college preparatory) Biology
 - One year of high school (college preparatory) Chemistry
 - One year of high school (college preparatory) Physics
 - One semester of college level Biology
 - One semester of college level Chemistry
 - One semester of college level Physics
 - One semester of college level Nutrition
6. **Submit the *PNC Health Requirements Form*** and documentation of all health records and immunizations as described on the *PNC Health Requirements Form*.
7. **Submit your signed *PNC Program Application*** to the Office of Admission as soon as all of your application requirements above are complete.

Note: Refer to the *PNC Program Application* for information about application submission dates.

Once your application has been received it will be reviewed to ensure it is complete and accurate. Incomplete or inaccurate applications will be returned to you. It may be re-submitted when the errors are corrected. When your application is complete, your name will be added to our list of qualified applicants and you will be notified by mail of your status. Applicants will be accepted into the program in the order that their completed applications are received. Students are enrolled in a class starting each September on a space available basis. If there is not enough space available for all of the applicants on the list, they will be wait-listed until the next class begins the following September.