



PRACTICAL NURSING PROGRAM APPLICATION INSTRUCTIONS

❖ Application available on the website

The Practical Nursing Program at Albany Technical College is approved by the Georgia Board of Nursing, 237 Coliseum Drive, Macon, Georgia 31217-3858 Phone: 487-207- 2440 and a candidate for accreditation by the Accreditation Commission for Education in Nursing, Inc. (ACEN), 3390 Peachtree Road NE, Suite 850, Atlanta, Georgia 30326, Phone: 404-975-5000, Fax: 404- 975-5020.

Deadline for completion of all admission requirements is at 5:00 pm on June 30th for Fall admission, and October 31st for Spring admission. Students seeking admission to the Practical Nursing (PN) program will need to complete all the following steps for admission consideration.

Step 1 Complete the Albany Technical College General Admission application online www.albanytech.edu or in person at the college. Meet all the requirements for admission to an diploma level program. This application is for general Admissions to the college only; it is not an application to the Practical Nursing program.

Step 2 Take the NAT exam. Testing information can be obtained at Albany Technical College testing center @ 229-430-2709 or 430-3580.

Note: If you have taken the TEAS exam for possible entry into ASN within the past 12 months and are now applying for practical nursing, you may use those scores if “55” or higher.

Tests are scheduled by appointment only. There is a limit of two attempts in a 12-month period and test scores are valid for one year from the date of the examination for TEAS (TEAS two attempts must be a minimum of 30 days apart), and 3 years for NAT (NAT two attempts must be a minimum of 60 days apart). ATI TEAS and NAT exams taken at other colleges are valid. It is the student’s responsibility to obtain and submit an official transcript from ATI.

ATI TEAS Testing Dates for ATC: June: 4th, 11th, 18th, and 25th (Dates updated as scheduled)

Note: An overall minimum NAT score of 35% or an overall minimum ATI TEAS score of 55% is required to be eligible for program admission.

Step 3 Complete the Practical Nursing application and turn it in to the nursing Administrative Assistant in the Nathaniel Cross Building, Room HCT- 120A.

Step 4 To ensure that all eligible credits are evaluated towards program admission requirements, submit a copy all official transcripts from all schools you have attended. Order two official transcripts: One for the college and one for the practical nursing department. You may send official e-transcripts for the PN Department only to tdarity@albanytech.edu.

If Albany Technical College is the only institution you have attended, you do not need to request official transcripts. All application documents delivered to the Albany Technical College Nursing program pertaining to admission files become the property of the College

and will not be returned to applicants. This includes but is not limited to transcripts, clinical evaluations forms, or outside test reports.

Students seeking admission to the Practical Nursing Program must return the completed application package (e.g., completed nursing application, NAT or TEAS official results, and official transcripts from all previously attended institutions) to the nursing department office by the application deadline date. No applications will be accepted after the deadline. Admission to the Practical Nursing Program: The admission to the PN program is a competitive admission. Students will be granted admission according to their qualifications and completeness of their application packet. Applicants must:

1. Meet all admission criteria for Albany Technical College and be admitted in “good” standing with the College.
2. Have a minimum nursing GPA of 2.7 on most recent and/or valid nursing curriculum course work attempted at all institutions attended.
3. Meet minimum NAT or TEAS score.
4. Applicant must not have been excluded/dismissed from any other practical nursing program for any reason, including (but not limited to) academic misconduct, disruptive/unprofessional behavior, or program failure.
5. A student who has failed (D or F) two (2) practical nursing courses, in practical nursing in any institution including ATC will not be eligible for admission or continuation in the practical nursing program at ATC.
 - a. Consideration may be given if the failures occurred over 3 years prior to application.
6. A minimum Overall GPA of 2.0 from the transfer institution is required for transfer credits.
7. All Science courses are required with a “C” or better and will only be accepted if completed within five years of date of application.
8. Complete, sign, and submit the application for admission to the PN program.
9. All applicants will be mailed a notification letter (e.g., acceptance or denial) of admission the 2nd week of July.