



2012-13 Full Time Nursing Program  
Application Instruction

Thank you for your interest in the Bellevue College Nursing Program. This instruction provides you with all the information to complete the application. You are responsible for assembling and submitting all required documents listed below to be considered for program admission. Application Deadline is February 3, 2012.

**Application Checklist:**

Required Application Documents	Where to submit?	Information
Bellevue College Application	Online: BC Nursing Online Application Step 1. <a href="http://bellevuecollege.edu/health/nursing/instructions.asp">http://bellevuecollege.edu/health/nursing/instructions.asp</a>	This form must be fully completed to process your application.
Nursing Application & \$40 Application Fee	Online: BC Nursing Online Application Step 2. <a href="http://bellevuecollege.edu/health/nursing/instructions.asp">http://bellevuecollege.edu/health/nursing/instructions.asp</a>	The application form must be fully completed to process your application.  The non-refundable ADN application fee must accompany the application. Application will not be processed without this fee
Test of Essential Academic Skills (TEAS) Score**	ADN Admission Committee (see the address)  ➤ <i>If you took TEAS at Bellevue College, your score will be forwarded to the ADN Admission Committee from the Assessment Office</i>	TEAS must be completed within the valid test date period (2/5/11 – 2/3/12) and cannot be taken more than two times in one application year.  If you took TEAS at another institution, you must request an official transcript from ATI ( <a href="http://www.atitesting.com">www.atitesting.com</a> ). A copy of your score report will <b>NOT</b> be accepted. The test version must be <b>Version V</b> .
Official Transcript(s) for General Education Requirements**	ADN Admission Committee (see the address)  <i>Note: You do not need to submit a transcript for the course(s) you have taken at Bellevue College</i>	If you are transferring credits from other institution(s), an OFFICIAL transcript from each institution must be submitted to the ADN Admission Committee.  <i>** If you had your transcript(s) previously evaluated or received a waiver for general education requirement course(s) from the department chair/faculty, please submit supporting documents to the Admission Committee**</i>

Immunization Records**	ADN Admission Committee (see the address)	Please read the Required Documentation list carefully and submit all documents to the ADN Admission Committee: <ol style="list-style-type: none"> <li>1. Tuberculosis</li> <li>2. Hepatitis B</li> <li>3. Measles, Mumps, Rubella</li> <li>4. Tetanus/Diphtheria</li> <li>5. Varicella</li> </ol>
CPR Card for Healthcare Providers**	ADN Admission Committee (see the address)	Please read the Required Documentation list carefully and submit a copy of CPR for Healthcare Providers (American Heart Association) to the ADN Admission Committee.
Conviction/Criminal History Disclosure Form**	ADN Admission Committee (see the address) <ul style="list-style-type: none"> <li>➤ <i>Download the PDF file from the online application instruction page, <a href="http://bellevuecollege.edu/health/nursing/instructions.asp">http://bellevuecollege.edu/health/nursing/instructions.asp</a></i></li> </ul>	You must complete, sign and submit the form.
Background Check Report**	ADN Admission Committee (see the address) <ul style="list-style-type: none"> <li>➤ <i>Go to <a href="http://certifiedbackground.com/">http://certifiedbackground.com/</a> and use the code "EL45BG" to request your report. Please see the background check instruction on the online application instruction page, <a href="http://bellevuecollege.edu/health/nursing/instructions.asp">http://bellevuecollege.edu/health/nursing/instructions.asp</a></i></li> </ul>	You must request a background check online and submit a copy of your <b><u>final report</u></b> to the ADN Admission Committee. A pending status report will <b><u>NOT</u></b> be accepted.

**Submit Application Materials\*\* to:**

Admission Committee  
 Bellevue College Nursing Program  
 3000 Landerholm Circle SE, R130  
 Bellevue, WA 98007-6484