



2024 APPLICATION INSTRUCTIONS FOR THE ASSOCIATE DEGREE REGISTERED NURSING (RN) ACCELARATED PROGRAM

Apply June 2024/Program Start January 2025/Complete December 2025

Online applications accepted June 3, 2024 at 8:00 am through July 26, 2024 at 4:00 pm

Admission criteria is subject to change from year to year. It is the applicant's responsibility to meet current requirements and due dates.

The Cuesta College RN program is approved by the California Board of Registered Nurses (BRN). The program graduates students with an associate degree in nursing (ADN).

Graduates are eligible to take the National Council Examination for Registered Nurses (NCLEX-RN), leading to licensure as a Registered Nurse (RN). RN program licensure exam pass rates are listed at:

www.rn.ca.gov/education/passrates.shtml.

Class selection is determined through an evaluation of academic preparation, TEAS score, and work experience to determine the most qualified applicants to be selected for interview.

There are no points and no waitlist associated with this application. Applicants not admitted to the program must reapply in a future application cycle.

Note: Conviction of a misdemeanor or felony may constitute grounds for denial of licensure. Meet with the Director of Nursing to discuss any concerns before applying to the program.

IMPORTANT DATES

June 3- July 26, 2024: Online application open

May 31, 2024: Deadline to complete prerequisite courses

June 30, 2024: Deadline to complete LVN work experience

July 26, 2024: Deadline to take the TEAS test

July 26, 2024: Deadline to submit official TEAS score

August 29, 2024: Interview notifications emailed

September TBD, 2024: Interviews of selected candidates

TBD 2024: Notification of admission status emailed

PROGRAM ELIGIBILITY REQUIREMENTS

Refer to the Application Instructions on the next page for more detailed information

1. Prerequisite coursework completed by June 15, 2024, with a grade of 'C' or better:

Prerequisite courses	Cuesta equivalent*
BIO 204 – Microbiology with lab (Or equivalent, minimum of 4.0 credits)	BIO 204 (5 credits)
BIO 205 - Human Anatomy with lab (Or equivalent, minimum of 4.0 credits)	BIO 205 (4 credits)
BIO 206 Human Physiology with lab (Or equivalent, minimum of 4.0 credits)	BIO 206 (5 credits)
English Composition (Or equivalent, minimum of 3.0 credits)	ENGL 201A (4 credits)

- All non-Cuesta prerequisite courses are reviewed for equivalency to Cuesta College prerequisite courses. **See Application Instructions, step 3 of this packet for prerequisite equivalency evaluation information.**
- To convert quarter credits to semester credits (Quarter credits X .667 = Semester credits).
- Online science labs are not accepted, unless completed during semesters affected by COVID-19 (Spring 2020-Spring 2022).
- **A combined GPA of 2.50 or higher is required for the 3 science courses, with no rounding.**
- Grades of 'C minus' and below are not accepted in any course.

2. Current California LVN License.

3. Minimum 550 hours LVN work experience within the past 2 years, completed by December 31, 2024.

- See Note on LVN License & Work Verification Form (page 5)

4. TEAS Test (Version 7) taken within a year of the application cycle.

- Only the first test score in the timeframe above can be accepted.
- Minimum accepted score is 62%.

5. Official transcripts from ALL colleges attended submitted by application deadline. [Submitting Transcripts](#)

- Must be from regionally accredited US colleges or universities.
- Transcripts submitted previously that reflect in-progress coursework need to be resubmitted when the course is completed to be considered eligible.
- International transcripts must be formally evaluated.

6. Additional Required Coursework completed by December 31, 2024.

The following courses may be taken after your application is submitted but must be completed before program entry. *Highly recommended – additional required coursework be completed before applying.*

- **Cuesta College Associate Degree General Education Required Courses***
 1. History/Political Science (American Institutions)
 2. Arts/Humanities
 3. Intermediate Algebra (or higher)

*Applicants with a bachelor's degree from a regionally accredited institution *may* be able to waive the General Education courses listed above. See a counselor to determine if this applies to your situation.

- **Board of Registered Nursing (BRN) Required Courses for licensure***
 4. Introduction to Sociology/Cultural Anthropology
 5. Speech/Communication
 6. General Psychology

* RN Licensure courses may not be waived for any reason.

APPLICATION INSTRUCTIONS

1. [Apply for admission to Cuesta College](#)

- You will receive a Cuesta College student ID number and Cuesta email address when you apply to Cuesta.
- Assure your my.cuesta.edu email address is current and active throughout the application cycle. All communication regarding your nursing application and admission status will use your Cuesta email. No personal emails can be used.

2. Submit ALL official transcripts to Cuesta College Records Department

- Submit official transcripts from All Colleges/Universities and AP College Board.
- Transcripts must be received by Cuesta College by the nursing application deadline. No exceptions, so submit early.
- [Submitting Transcripts to Cuesta College, including international](#)
- [International Applicant Transcript FAQ](#)

3. Prerequisite coursework equivalency evaluation.

- Students are strongly encouraged to have their non-Cuesta RN prerequisite coursework evaluated for equivalency to Cuesta College prerequisite courses prior to submitting their application. To do this, first submit all transcripts then schedule an appointment with a [counselor](#). You must have a Cuesta College student ID number to schedule a counseling appointment.
- Students can also request evaluation of non-Cuesta RN prerequisite coursework transcripts by clicking the following link. [Evaluation of Non-Cuesta Transcript Request](#)
- If you're unable to have your non-Cuesta RN prerequisite coursework evaluated by a counselor before the application cycle, you are still able to apply. Your non-Cuesta coursework will be evaluated during the selection process as long as your most current, official transcripts are on file by the application deadline.
- Prerequisite coursework taken at other colleges must be approved as equivalent to Cuesta College prerequisite courses. Do not assume a class is equivalent because it has been accepted by another nursing program.
- To convert quarter credits to semester credits (Quarter credits X .667 = Semester credits).

4. Complete and submit the online LVN to RN application, including all supporting documentation, by the application deadline:

- Upload your LVN license, professional resume, LVN California work experience form (included in this packet), and any optional letters of recommendation with the online application prior to submitting. ***All documents uploaded to the application must be saved in PDF format.***
- Upon successful submission, a confirmation email with an application summary will be sent to your Cuesta email account. This notification confirms the receipt of your application only and does not reflect program eligibility or acceptance into the program.
- Be sure to review the application summary to verify application is complete and all attachments are uploaded and open successfully.
- If you do not receive a confirmation email within 24 hours after submitting your application, or your supporting document attachments do not open, it is your responsibility to contact NursingAdmissions@cuesta.edu to verify the status of your application before the application deadline. Inquiries after the deadline cannot be considered, and you will need to reapply in a future application cycle.
- Print and save a copy of all application instructions and pages submitted for your records.

5. **Take the ATI TEAS assessment test within a year of the application cycle.**
 - **ATI TEAS Version 7**
 - **Register for a TEAS test through ATI at atitesting.com.** Cuesta accepts remotely proctored exams.
 - **Submit TEAS results.** We will only accept official TEAS results from ATI. Contact atitesting.com and have your results submitted to “Cuesta College ADN”. **Deadline to submit official score is July 26, 2024**
 - **Applicants must test with each application cycle.** Only the first test score within the timeframe above will be accepted. TEAS assessment scores outside of the timeframe cannot be accepted.
 - **A total score of 62% or higher is required for program eligibility.** A completed remediation is required for any TEAS score lower than 62%, now or previously, in order to be an eligible applicant. If this applies to you, email NursingSuccess@cuesta.edu to request remediation information or provide evidence of a successful remediation.
6. **Check your *myCuesta* email for the Important Dates listed on Page 1.**

Missed deadlines due to non-receipt of emails cannot be accommodated. If email notifications have not arrived in your my.cuesta.edu mailbox by the dates provided, you must email NursingAdmissions@cuesta.edu within 2 days.
7. **Complete courses to meet Cuesta College’s Associate Degree General Education requirements and BRN required courses (page 2 #6):** If not completed prior to applying, these must be completed by December 31, 2024, prior to program entry. If not completed by this date, your space in the program will be forfeited, and you will need to reapply in a future application cycle.
8. **Updating your contact information**

If there have been any changes to your name, address, email, or phone number after submitting your application, you must update this information immediately by emailing to: NursingAdmissions@cuesta.edu . Updating your information in myCuesta Portal will not update your RN Program application.
9. **Financial Aid and Scholarship Information**

Financial aid and scholarships are available for nursing students. In order to meet college deadlines, applicants should apply for financial aid and/or scholarships prior to hearing if they have been admitted.

 - Contact the Financial Aid Office at 805-546-3143, or go to the [Financial Aid webpage](#).
 - Complete the Free Application for Federal Student Aid (FAFSA) from Cuesta’s financial aid website.
 - Complete a Cuesta College Scholarship application on Cuesta’s financial aid website.
 - [RN Nursing Program Estimated Costs](#)

INELIGIBLE APPLICANT SITUATIONS

Applicants are **INELIGIBLE** for admission in the following situations:

1. A combined prerequisite science GPA of less than 2.50, with no rounding, or a grade less than ‘C’ in any prerequisite. [GPA Calculator](#)
2. Prerequisite courses not meeting equivalency to Cuesta College prerequisite courses.
3. Failure to submit all official sealed transcripts for completed coursework by the due date.
4. Prerequisite coursework not taken at a regionally accredited U.S. college or university, or international courses not formally evaluated by ACEI or NACES member.
5. Coursework or degree not posted by the deadlines in this application.
6. Failure to meet the ATI TEAS requirements.
7. Incomplete or in-progress applications.
8. Failure to meet deadlines and/or respond to time-sensitive emails.
9. Any hold on your Cuesta student account.

**ADVANCED PLACEMENT LVN TO RN
ASSOCIATE DEGREE NURSING (RN) PROGRAM APPLICATION
CALIFORNIA LVN LICENSE & WORK EXPERIENCE VERIFICATION**

Applicant:

1. Complete Sections A – C below (Section E is optional)
2. Ask your employer(s) to complete Section D (if more than one employer, use a separate form for each)
3. Scan this completed form and submit it with your online application along with:

- A copy of your current California LVN license
- Your professional resume that reflects relevant LVN work experience
- Optional: Employer letter(s) of recommendation on letterhead may be submitted with this form

ALL scanned documents must be saved in pdf format before submitting with application.

NOTE: If completing work experience hours after the application deadline.

1. Complete Section A.
2. Scan this form and submit it with your online application along with a copy of your California LVN license.
2. Resubmit this form with your completed work experience hours, your professional resume and optional employer letter(s) of recommendation to NursingAdmissions@cuesta.edu by December 31, 2024.

A. California LVN License Verification <i>(A copy of your current California LVN License must be scanned and submitted with your online application)</i>
Name _____
California LVN License Number: _____ Expiration Date: _____
B. Professional Resume
C. Employer Information (if more than one employer, submit additional forms)
Name of Healthcare Agency: _____
Type of Healthcare Agency: _____
Agency Address: _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: 5px;"> number & street city state zip code </div>
Agency Phone Number: () _____
D. Supervisor – Please verify a minimum 550 hours LVN Work Experience in the past two years. Work experience deadline is December 31, 2024
Employee Start Date: _____ End Date: _____ Dept (if applicable): _____
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time Average # of hours worked per week: _____ Total hours worked: _____
Name & Title of Supervisor: _____
Supervisor’s RN License #: _____
Supervisor’s Signature: _____ Phone: (_____) _____
E. Optional: If desired, applicant may also scan and submit employer letters of recommendation (on agency letterhead)