

BARTON COMMUNITY COLLEGE
NURSING EDUCATION
RN Admission Process
(For LPNs Only)

Nursing Admission Checklist

This process is for applicant's who are LPNs. It is your responsibility to make sure all the necessary file information is in the nursing office by January 31st. Information received after this date may not be used in calculating an applicant's score for admission to the nursing program. You may call the Nursing Secretary with questions at **620-792-9357**.

1. **Apply to Barton-** fill out Barton's admission form if not a present student. You may contact admission or go online at <https://exsforms.bartonccc.edu/admissions/admissionsapplication.htm>.
2. **Barton ASSET Score**—you must take an assessment test for placement into college courses if you have not taken English Comp I or any college math course. If you have taken an ACT and it has been sent to Barton then you do not have to take this test
3. **Advisement-** Contact your advisor for enrollment guidance.
4. **General Education Courses-** All applicants must have taken all pre-requisite courses to the PN program and may start taking the co-requisites for the RN program.
5. **GPA-** Must have an overall 2.5 GPA on required general education courses.
6. **KS LPN License-** all applicants must have a KS LPN license prior to admission to Barton's Nursing program.
7. **Fill out a Nursing Application** – The application deadline for the August class is January 31. Please discuss this process with your advisor.
8. **Transcripts-**The Barton's Enrollment Services needs an **official** high school or GED certificate and a copy of all college transcripts. The registrar at your previous college must send an official copy to Barton.
9. **Letters of Endorsement** (1 point per letter) – Letters of endorsement must be from a Preceptor, Employer or Instructor and must be mailed directly to: **Dr. Kathy Kottas**
245 NE 30 Rd.
Great Bend, KS 67530
10. **Selection** -Class selection is made after the Jan 31 deadline using the selection criteria form. Please do not call about your placement in the program; all applicants will receive a letter indicating status of admission to the program by the first part of March. Late applications and file completion will be reviewed for acceptance into the fall class based upon space availability.

Licensure requirements from the Kansas State Board of Nursing (KSNB) are stringent. Having a misdemeanor or felony conviction involving a crime against persons, may preclude you from licensure eligibility. Please review the document "Absolute Bars to Licensure".