Monty Tech Practical Nursing Program
Admission Checklist

Complete the following by **May 3rd**

- ☐ Submit completed application, including current resume.
- ☐ Pay non-refundable $50.00 application fee. Monty Tech does NOT accept personal checks.
- ☐ Three (3) completed reference forms, ***sent directly from the references***
  - One (1) reference from an immediate supervisor (past or present)
  - One (1) reference from an employer (past or present)
  - One (1) reference from a coworker, teacher, counselor, community service representative (no family members)
- ☐ Official sealed high school or equivalency transcript ***sent directly from the institution***
  - Contact your H.S. or equivalency center to obtain. This process may take up to 30 days.
  - Contact accredited services to process a transcript request for high schools outside of the United States.
- ☐ Complete financial aid application
  - FAFSA Form for 27-28 school year is not yet available
  - https://www.studentaid.gov/ Monty Tech's school code is 012881

Complete the following AFTER August 1st but before **May 3rd**

- ☐ Pass the TEAS entrance exam. Please refer to the Monty Tech scoring criteria.

Complete the following by **June 4th**

- ☐ Monty Tech will contact you to schedule an interview with Practical Nursing Faculty

Complete the following by **deadline on acceptance letter**

- ☐ Complete and submit an Acceptance Form.
- ☐ Pay a non-refundable $100.00 seat fee, sent with Acceptance Form. Personal checks are not accepted.

Complete the following by **August 2nd**

- ☐ Health Clearance and Immunization Record must be submitted to the school (available on website).
- ☐ Obtain malpractice insurance with $1,000,000/$3,000,000 coverage https://www.nso.com/ after July 1st.
- ☐ Obtain ***AHA BLS Provider*** CPR Certification to cover the program's duration 8/1/27-7/1/28.
- ☐ A copy of your health insurance card must be submitted to the school.