

Dear Future Vocational Nursing Student,

Thank you for your interest in the Licensed Vocational Nursing (LVN) program at Allan Hancock College! This fast-paced, hands-on program immerses students in the heart of healthcare, preparing them to make a real impact. Tailored for compassionate, quick-thinking problem solvers, our LVN program provides the essential skills needed to deliver critical patient care with confidence and expertise.

This application is for NEW applicants ONLY who do not currently have an AHC LVN waitlist number.

The Health Sciences Department must receive a completed application packet by the end of the day on June 30, 2025, or, if mailed, it must be postmarked by the deadline.

For confidentiality reasons, we cannot provide application updates via phone or email. Applicants will be contacted once if corrections are needed to the application.

Significant changes have been made to the math prerequisite and general education requirements for LVN and RN applicants this year. The new math prerequisite will apply to **all new** applicants and reapplicants beginning with the 2026 application period. For this year, Math 331 or higher will be accepted; however, a transfer-level math course must be completed for the 2026 application cycle. For those planning to pursue a bachelor's degree, at this time, statistics is the lowest level math accepted to meet the math requirement.

Please review the contents of this application packet thoroughly prior to submitting your application and supporting documents. Make and keep a copy of all documents you turn into the office for your reference.

If you have questions regarding the program, please look at the Nursing website
<https://www.hancockcollege.edu/pathways/health-sciences/nursing.php>

Sincerely,

Tawnya Karstrom
Program Specialist

healthsciences@hancockcollege.edu

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To be considered for the LVN program, please submit the attached application along with all required documents on or before June 30, 2025, end of day. This application is specific to the current application period. Be sure to thoroughly review the entire packet and submit a complete application. A randomized lottery will take place for new applicants only. The waitlist number will go down every year that you apply until you are given a seat.

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COMPLETED APPLICATION PACKET AND ELIGIBILITY

- To apply, you must first complete the college admissions process and have a MyHancock account with a username, password, and student ID number (H#).
- Submit a completed LVN program application by the deadline date.
 - Incomplete applications: Applicants will receive one email notification at the address listed on their application. If the required corrections are not made by the deadline, the application will not be accepted.
- Applicants must hold a current license through the California Department of Health Services (DHS) or the Board of Vocational Nursing and Psychiatric Technicians (BVNPT) as either a DHS Certified Nurse Assistant or a California BVNPT Psychiatric Technician.
 - A copy of your valid certificate or license must be submitted with your application. If you have recently completed a program (within 30 days), you must include a copy of your written and oral pass test results.
 - **Expired or in process of renewal CNA certificates will not be accepted.** No contact will be made, application will not be accepted. You must maintain a current and valid certificate until the first day of the LVN program (we recommend keeping it valid until you obtain your LVN license)
- Applicants must be a U.S. high school graduate or have an equivalent qualification, such as a GED (General Educational Development) or CHSPE (California High School Proficiency Examination).
 - Applicants who do not hold an AA degree or higher must submit an official high school transcript or equivalent with their application.
 - U.S. High School Transcripts: First-time applicants must submit an official, unopened U.S. high school transcript, GED, or CHSPE with their application. Copies will not be accepted. Transcripts submitted to the college Admissions and Records office are not required unless an AP course from high school is being used. In this case, you must also attach an official transcript to the application.
- Applicants must turn in **official** transcript(s) from all other colleges with this application **AND** with Admissions and Records. The program and the college work in separate systems.
 - Admissions and Records must have the latest transcripts on file so you will receive credit for courses required for the program. Without courses showing in your portal, you do not have credit for them with the program.
 - The program application must have the latest official transcripts attached to the application when turned in. Without this, your application is incomplete.

COMPLETED APPLICATION PACKET AND ELIGIBILITY (cont.)

- All college prerequisite coursework must show completion at time of application; no “in progress” prerequisite courses will be accepted.
- Failure to submit all other college official transcripts to Admission and with this application will result in applicant disqualification.
- ADN Requirements - A bachelor's degree does not override BRN requirements. (COMM 101 OR COMM 102 AND ANTH 101 OR SOC 101 are required for the Board of Registered Nursing licensure, regardless of a bachelor's degree, and cannot be waived.)

If you completed coursework at **ANY** other college, you must submit your official college transcripts to the Admissions and Records office for evaluation (choose the electronic/PDF option in your college's ordering system). You can also mail them to the college, ATTN: Transcript Evaluator.

Please note: The transcriber does not accept emailed or unofficial transcripts. Official transcripts must be provided through the proper systems. It may take several weeks for your transcripts to arrive and be transferred into AHC system.

- Print out and submit your AHC unofficial transcripts showing completion of academic prerequisites with a grade of “C” or better.
 - English 101 - Freshman Composition
 - Math 100 – Statistics preferred. (read page one regarding math)
 - Psychology 101 – Introduction to Psychology
 - Biology 124 - Anatomy with lab
 - Biology 125 - Physiology with lab

If you would like credit for any course taken towards your ADN, it must show on your AHC unofficial. You must print out your unofficial with date stamp.

NO OTHER UNOFFICIAL TRANSCRIPTS FROM ANY OTHER COLLEGE WILL BE ACCEPTED

Foreign High School/College/University Transcripts

Before you pay to have your foreign transcripts evaluated, please contact the Allan Hancock College Admissions office to determine if your course work will be accepted.

Foreign College/university transcripts will be accepted if evaluation reports have been certified by NACES® (National Association of Credential Evaluation Services) & AICE® (Association of International Credential Evaluators). Completed coursework will be considered for lower-division unit credit **ONLY** if the foreign institution is listed in the American Council on Education (ACE) Book.

If you are submitting **COLLEGE/UNIVERSITY** transcripts, make sure that the evaluation is “Detailed or Comprehensive” and that it includes the following items:

- Name of the Institution, dates attended, degrees earned, and graduation dates
- Course/Subject Level Identification (lower and upper division, etc.)
- Overall Grade Point Average
- List the semester unit value and grade equivalencies

The official transcript(s) must be mailed to: Allan Hancock College, Attn: Transcript Evaluator, 800 S. College Drive, Santa Maria, CA 93454 OR you may walk your transcripts into the Admissions & Records Dept. (building A)

You may skip the evaluation process above and take your GED to speed up the process.

If you are an F-1 international student, the Board of Vocational Nursing and Psychiatric Technicians (BVNPT) requires all students taking the NCLEX exam for an LVN license to have a Social Security Number (SSN); an Individual Taxpayer Identification Number (ITIN) is not accepted. For LVN licenses, the BVNPT allows students working toward citizenship to use a Tax ID to start the application, but they must become citizens to obtain their final LVN license.

Once you have all application requirements completed and together, hand-deliver to the packet to the W Building, Office W-11, or place in the M100/200 building mailbox directly across from the M132 office door. It is best to have all paperwork secure and together.

Alternatively, you can mail the documents to the college, addressed to the attention of Tawnya Karstrom.

Allan Hancock College Health Sciences office is **NOT** responsible for lost or misdirected applications. Copies of all required documents and documentation of mailing should be kept in case proof of completion by the filing deadline is needed.

No information will be given over the phone or email regarding application status. Applications received after June 30th will only be accepted if the post mark is on or before June 30.

- Application notifications of status into the LVN program will be mailed by the end of the day, July 31, 2025. Please do not call AHC or the office for application status or letter status, individual information will not be released over the phone or email. Be patient, the mail may take up to a week to get to you.
 - Accepted students will be given detailed instructions in their letter regarding the Pharmacology course starting in August (Fall before Spring LVN program starts).
 - All applicants will need to return their acceptance statement and prerequisite evaluation by the deadline given in the packet to secure their position on the waitlist. Those not responding by the deadline will forfeit their spot on the waitlist.
 - Packet requirements may change based on our contracted facility agreements and state program requirements. Any updates will be reflected in your health packet emailed in October.

ONCE ACCEPTED

- Students starting the program will be emailed a health packet to be completed before the start of the LVN program (packet emailed in October). This includes a physical exam, and immunizations completed with proof of titers or boosters. Documentation will be required for the following immunizations:
 - Tuberculin skin test (expires annually on date given and must be kept current during the entire program). Positive PPD requires a standard negative chest film with medical consultation. (Expires every 2 years)
 - Diphtheria, Pertussis, and Tetanus Toxoid (DPT)
 - Measles, Mumps, Rubella (MMR)
 - Hepatitis B Series Vaccine
 - Varicella (chicken pox – be sure to mention to your physician if you have had them)
 - Flu Vaccine October - March (expires every year and must be kept current during the entire program)
- All students in the program are required to do a background check and drug screening once accepted into the program.
 - The drug screening must be negative to proceed in the program. A failed or diluted test counts as an attempt and results in forfeiture of your seat. Students are allowed only one drug screening per year and a maximum of two (2) total attempts in the nursing programs.
 - The background check must be free of infractions, probations, or pending court cases. Misdemeanor charges within the past seven years will be reviewed by the department and may result in non-admittance or dismissal from the program. Felony convictions will result in automatic non-admittance.
- Implications For Nursing Licensure By A State Regulatory Body - Please note that fingerprinting is required for licensure as a California Vocational Nurse. Persons who have been convicted of a felony are subject to close scrutiny by the Board of Vocational Nursing on an individual basis. The board may refuse to issue a license even after successful completion of the NCLEX-PN if a background check reveals a significant infraction. Specific policy regarding procedures of the Board of Vocational Nursing is available from that Board. Call (916) 263-7800, should you have any questions or concerns about such policy.

ONCE ACCEPTED (cont)

- A current and valid CPR certification must be maintained by the student throughout the entire nursing program(s). Only American Heart Association or American Red Cross BLS for Healthcare Provider is accepted.
 - Purchase the mandatory kit.
 - A strict dress code is required. Your appearance will reflect the hospital and college standards and indicates to patients and co-workers your pride and interest in your profession. These standards are maintained by personal neatness and cleanliness, by wearing only the authorized uniform and by avoiding the use of elaborate jewelry and cosmetics. Details will be included in the information packet once you are accepted.
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RN INFORMATION

- Students seated in the current LVN program, at Allan Hancock College who have completed all RN prerequisites and met the merit-based admissions criteria will have priority seating in the RN program commencing the following year. All ADN & BRN degree requirements need to be met as well (speak with a counselor for specifics)
- All Registered Nursing applicants must meet merit-based admissions criteria, including prerequisite courses and ADN requirements. All AHC LVN students must take this test after LVN graduation, regardless of whether they plan to enter the RN program. Application screening for the RN test will consider cumulative GPA, the number of repeats in science courses (Anatomy, Physiology, and Microbiology), and the merit-based admissions test score. Students with more than four repeats in science prerequisite courses are ineligible to apply for the Allan Hancock College ADN program. The MBA test is based off of your LVN knowledge.

For your convenience, the merit-based admission criteria table is available on the nursing website. The merit-based admissions test will be based on your LVN knowledge. Any student who fails to meet the admission criteria will have an opportunity to meet with the RN Program Director to develop an individual plan for remediation. There is no remediation for students not meeting the criteria of more than 4 science repeats.

FINANCIAL AID

It is the responsibility of all applicants to check with the Financial Aid Office regarding loans, scholarships, state and federal grants. Applying is free.

Licensed Vocational Nursing Program Estimated Student Fees

Fall Prior to Spring Expenses	
NURS 310 – Pharmacology – Tuition (3 units @ \$46/unit for residents) Textbook—\$98	\$236.00
PARKING (\$2.00 PER DAY OR \$20.00 FOR SEMESTER)	\$20.00
HEALTH FEE (\$26), STUDENT CENTER FEES (\$1 PER UNIT/\$10 MAX), STUDENT REP FEE (\$2 OPTIONAL)	\$31.00
Total is estimated excluding variable costs	\$287.00
Health Packet Expenses	
PHYSICAL EXAM – private physician	Variable Cost
IMMUNIZATIONS – Hep B Series, Varicella, DPT, MMR, Flu Vaccine, TB	Variable Cost
AHC STUDENT ID CARD WITH PICTURE	FREE
IDENTIFICATION NAME PIN—First one free	FREE
UNIFORM (Shoes) - 3 top and bottom scrubs paid for by the College—\$350 savings	\$50.00 (est)
CPR FOR HEALTHCARE PROVIDERS EMS 306 (\$23 ½ unit) (\$13.46 material fee) (\$25.25 textbook)	\$61.71 (AHC)
BACKGROUND CHECK – Corporate Screening	\$49.92
DRUG SCREENING – Med Plus Central Coast on Depot Street (AKA Dignity Health Urgent Care)	\$55.00
SKILLS KIT	\$100.00 (est.)
STETHOSCOPE (Prestige Medical/Littman’s recommended)	\$50.00 (est)
Total is estimated excluding variable costs	\$366.63
Spring Semester	
TUITION (17.5 units @ \$46/unit for residents)	\$805.00
PARKING (\$2.00 PER DAY OR \$20.00 FOR SEMESTER)	\$20.00
HEALTH FEE (\$26), STUDENT CENTER FEES (\$1 PER UNIT/\$10 MAX), STUDENT REP FEE (\$2 OPTIONAL)	\$38.00
REQUIRED FALL TEXTBOOKS—New through AHC	\$800.00 (est)
Total is estimated	\$1663.00
Summer Semester	
TUITION (10 units @ \$46/unit for residents)	\$460.00
PARKING (\$2.00 PER DAY OR \$10.00 FOR SEMESTER)	\$10.00
HEALTH FEE (\$22), STUDENT CENTER FEES (\$1 PER UNIT/\$10 MAX), STUDENT REP FEE (\$2 OPTIONAL)	\$34.00
REQUIRED FALL TEXTBOOKS—New through AHC	\$100.00 (est)
Total is estimated	\$604.00
Fall Semester	
TUITION (16.5 units @ \$46/unit for residents)	\$759.00
PARKING (\$2.00 PER DAY OR \$20.00 FOR SEMESTER)	\$20.00
HEALTH FEE (\$26), STUDENT CENTER FEES (\$1 PER UNIT/\$10 MAX), STUDENT REP FEE (\$2 OPTIONAL)	\$38.00
REQUIRED FALL TEXTBOOKS—New through AHC	\$600.75 (est)
IV THERAPY STATE CERTIFICATION—optional	\$50.00
NCLEX PRE-TEST (Usually held in Fall semester)	\$40.00
Total is estimated	\$1507.75
State Licensure Fees	
EXAM APPLICATION (\$300)/FINGERPRINTING (\$49) AND NCLEX EXAM FOR LICENSURE (\$300)	\$649.00
INITIAL LICENSE (PAID AFTER THE PROGRAM ENDS)	\$300.00
Total is estimated	\$949.00

Updated 3/12/25

TOTAL ESTIMATED COSTS FOR THE LICENSED VOCATIONAL NURSING PROGRAM
\$4,428.38 (excluding variable costs)

STATE LICENSURE FEES ADD’L \$949.00

Personal Information

The name you provide on this application must match the name in the college system.
If they do not match, the college system name will be used.

Full Name:

(Last, Middle, First)

Other Name:

(AKA or Alias)

Mailing Address:

City/ST/Zip:

Home Phone:

Cell Phone:

Social Security or

Tax ID Number:

Birth Date:

AHC Student #H

Email Address

EVERY BOX IN THIS APPLICATION IS MANDATORY

Admission Information

Applications are reviewed after closing date. Please type or print clearly.

This application will only be used for the 2025 LVN application pool.

Confidential Applicant Survey

Federal and state mandates require that we compile summary data on the gender and ethnicity of applicants. To assist us in complying with this requirement we are requesting that you complete the below.

Please identify the ethnicity you most identify with or the one that best represents your background. This is for demographic purposes and will help us better understand our student population.

- | | |
|---|---|
| <input type="checkbox"/> African American / Black | <input type="checkbox"/> Hispanic / Latino |
| <input type="checkbox"/> American Indian / Alaska Native | <input type="checkbox"/> Native Hawaiian |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Other Pacific Islander |
| <input type="checkbox"/> Other Asian | <input type="checkbox"/> Caucasian / White |
| <input type="checkbox"/> South Asian / Indian, Pakistani etc. | <input type="checkbox"/> Mixed race |
| <input type="checkbox"/> Filipino | |

Gender _____ Preferred language at home _____

Allan Hancock Joint Community College District strictly prohibits discrimination based on race, color, ancestry, religion, gender, national origin, age, physical or mental disability, medical condition, marital status, or sexual orientation. Additionally, information about an applicant's name is kept confidential and is not shared with any other agency.

ALL PREREQUISITES MUST BE COMPLETE AND GRADES POSTED IN YOUR AHC PORTAL

Nursing Prerequisite Courses

Required Prerequisites	Sem./ Yr. Complete	Grade / Units Received	Equivalent Course Name if different	Where was the course taken
CALIFORNIA CNA / PT				
ENGLISH 101 (Freshman Comp. Exp)				
MATH (Statistics highly recommended)				
PSYCHOLOGY 101 (General Psychology)				
BIOLOGY 124 (Human Anatomy)				
BIOLOGY 125 (Human Physiology)				

List All Colleges/Universities Attended After High School

College/University	City & State	Dates Attended	List Degree

When you applied for admissions to the college, all other colleges, universities you have attended should have been listed. Those listed must match your application. You must have one official transcript per college attached to this application. Official means in an unopened envelope. When you turn in your application and supporting documents, there can be NO in process of transcripts or grades.

Understanding and acknowledgement checklist:

- ☐ I understand that I am required to provide proof of completion and/or equivalency of all prerequisites with a grade of "C" or better through my AHC unofficial transcripts.
- ☐ I acknowledge that my official transcripts from all other colleges are processed through Admissions and Records before I submit my unofficial AHC transcripts showing completion of these prerequisites.
- ☐ I understand that notification letters will be mailed out to the address I put on this application by the end of the day on **July 31, 2025**. I will not contact the office regarding my application status or notification letter mailing. (If you give clear information regarding your address, you will receive a letter)
- ☐ I understand that I must take the Merit Based Admissions test with my LVN graduating class on the date provided by the instructor. If moving onto the RN program, the MBA criteria is mandatory as well.
- ☐ The Health Sciences Department does not make copies; it is my responsibility to make copies of all paperwork prior to turning in the application packet.
- ☐ I must notify the Health Sciences office **immediately** via email of any changes to my personal information. If my information changes after the first day of the program I will make the necessary changes on the next application the following year.
- ☐ I must reapply every year until I am given a seat in the program. I must abide by all new requirements stated in future applications.
- ☐ My application packet is complete, or I understand that my application will not be considered.

I certify that I have read and understand the statements made in this application packet. To the best of my knowledge, the information provided is true and complete. I acknowledge that any false or misleading information may result in denial of admittance.

Signature _____

Date _____

Application does not guarantee that applicants have satisfied minimum criteria

For office use only:

Application filled out completely: ____ Yes ____ No / _____

Prerequisites Complete: (Eng 101 / Math 331 / Psych 101 / Anatomy / Phys): ____ Yes ____ No / _____

Number of Repeats: Anatomy _____ Phys _____ Micro _____

Other College Transcripts processed through A&R: ____ Yes ____ No ____ Only AHC Unofficial Transcripts attached: ____ Yes ____ No

License: ____ CNA ____ Psych Tech NATAP / Expiration: _____

Application approved: _____

Notes:

Application items to be turned in as an entire packet

Check	Item	What to turn in
	Application	3-pages
	Official U.S. high school transcript/GED	Official means in an unopened envelope
	Official college transcript from other colleges	Official means in an unopened envelope
	Allan Hancock College unofficial transcripts	Printed from your AHC portal showing all courses taken at AHC as well as the transferred courses from all other colleges.
	CNA Certificate/Psych Tech License	Copy must be current, valid and unencumbered showing expiration date. This can be printed from the CDPH/BVNPT website if no card

If this application packet is not complete with ALL paperwork above, you may not turn in an application. Be proactive with ensuring you have everything required.