



Applicants are required to attend an applicant information session, whereby the applicant is given an *Application Packet and Financial Aid Packet*. To be considered for enrollment, the applicant must submit the information listed below (*Application Requirements*). Financial aid packet can be submitted at a later date. Each applicant is reviewed on an individual basis by the Admissions and Promotions Committee.

Application Requirements

- Pre-entrance exam - reading comprehension and math. Requires a minimum score of 73% on each section to pass
 - An applicant may re-take only the math portion of the test once per enrollment period.
 - CSPN pre-entrance exam scores are proprietary and non-transferrable.
- Applicant must be 18 years of age by the CSPN student orientation date
- If English is not applicant's first language, applicant must have taken TOEFL iBT within the past 2 years, and achieved a minimum score of:
 - 18 listening → 18 reading → 26 speaking → 17 writing
- High school graduate with official transcript or official GED results
 - High school GPA of 2.0 is required, unless college GPA meets or exceeds 2.0
 - GED results will be reviewed and considered according to test series
 - If an applicant's high school grades/GPA were achieved in another country, they must be translated to English prior to submission (translated at applicant's expense). CSPN does not offer translation services.
- Prospective students with an online high school transcript/diploma must have a minimum of six academic college-level courses from an accredited college, completed after high school. ESL courses will not be accepted as part of the six college courses.
- College transcript(s) – official, or a copy of the official transcript
- Student Nursing Perspective questionnaire
- Proof of medical insurance
- Background check (BCI - \$30) through Integrity Verifications
 - BCI report must not contain any convictions other than traffic violations, DUI/OVI, and disorderly conduct
 - Drug screening: All applicants must submit a drug test through Integrity Verifications (\$40) at the time of the BCI. CSPN has a zero-tolerance policy and drug test results must be negative.
- Non-refundable \$30 fee for applicant file review

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Note: Enrollment is contingent on passing a drug test per CSPN guidelines.

The Admissions and Promotions Committee (described below) does not guarantee enrollment, as CSPN is a private, non-profit school, and reserves the right to select the best applicants.

The Admissions and Promotions Committee is composed of the Executive Director, the Director of Operations, and a representative group of faculty members.

The purposes of this committee are to:

1. Review applicants for admission, as appropriate
2. Serve in advisory capacity to faculty regarding academic matters
3. Develop standards and policies for admission and promotion of students
4. Develop methods for evaluating standards and policies
5. Serve as a disciplinary committee for students
6. Promote students