

PRACTICAL NURSING

ADMISSION PACKET FOR AUGUST 2022 FULL-TIME PROGRAM

There will **not** be a part-time program offered in 2022-2023 academic year.

Admission procedures require you to:

1. Be admitted to the College and have a student ID number **before** applying to the program.
2. Apply to the program **before** registering for the pre-entrance exam.
3. Check email frequently throughout the admission process. Correspondence will only be sent via email.

Dear Practical Nursing Applicant:

Thank you for your interest in the Practical Nursing (PNE) Program at John A. Logan College (JALC). The career that you are considering is truly exciting! Graduates of this program earn a Certificate of Achievement in Practical Nursing.

The College has an open admission policy; however, there are some programs which have additional entrance requirements. Please examine this packet, which will provide you with information about the profession and career of a Licensed Practical Nurse (LPN) and the Practical Nursing Program at JALC. Links to online applications, general and program, and test registration are included. Enclosed you will find information about:

- [ADMISSION PROCEDURES](#)
 - [STEP 1: General Admission Requirements](#)
 - [STEP 2: Program Application Requirement](#)
 - [STEP 3: Pre-Entrance Exam Requirement](#)
 - [STEP 4: Admission Selection Process](#)
- [PROFESSION](#)
- [PROGRAM OBJECTIVES](#)
- [ACCREDITATION](#)
- [LEGAL LIMITATIONS](#)
- [REQUIREMENTS OF ADMITTED STUDENTS](#)
- [PROGRAM GUIDES AND COURSE DESCRIPTIONS](#)
- [GENERAL COURSE REQUIREMENTS](#)
- [PROGRAM COSTS](#)
- [FINANCIAL ASSISTANCE](#)

Further information is included in this packet and available on our website at [Restricted Allied Health Admission](#). We encourage you to thoroughly review the packet and website prior to applying to the program. Best wishes in your educational endeavors.

Regards,

Susan Phillips
Coordinator of Nursing Admission

Kristin Yosanovich, DNP, RN, CPPS
Director of Nursing

Changes effective 10/01/2021 - please note information listed in this packet is subject to change.
Updated: 04/12/2022.

ADMISSION PROCEDURES

The following admission procedures shall be followed by all prospective applicants seeking admission to the JALC PNE program. It is imperative that the steps be followed in order to ensure that all the admission procedures are complete by the deadline date. Failure to comply with the deadline dates designated by JALC will automatically terminate the application for the program.

These admission procedures are in accordance with Illinois law. The law requires that programs not having sufficient space and resources to accommodate all applicants will accept those applicants best qualified, using ranking, ability and achievement test scores as guides, with preference given to students residing in-district.

The JALC PNE program admission process does not discriminate on the basis of race, creed, color, national origin, gender, age, or the presence of a non-job-related condition or disability.

To be eligible for admission in the full-time program beginning fall 2022, an applicant must meet these criteria and submit the following credentials to the designated office by the deadline date:

STEP 1: General Admission Requirements

- [Apply for general admission](#) to the College by completing the online application by **March 1, 2022**, if not currently enrolled in courses at JALC. If an applicant prefers, a paper application may be completed. To request a paper application, contact the Admissions and Records Office at (618) 985-2828 Ext. 8298.

If an application for general admission has previously been submitted, please update any relevant information online in the [MyJALC](#) portal, if necessary.

Need help accessing student accounts [click here](#) or contact the Admissions and Records Office at (618) 985-2828 Ext. 8298.

- Submit current placement scores to the **Admissions and Records Office** by **March 1, 2022**. We will accept scores from ACCUPLACER, ACT, or SAT taken within the past three years. An applicant who has not already completed a college-level English and Mathematics course or scored below the minimum requirement in English and Math on the ACT or SAT must complete placement testing in Reading, Writing, and Mathematics to determine appropriate placement in courses. For more information about placement testing, visit [Required Placement Testing](#). If an applicant needs to schedule an appointment to take a placement test, contact Testing Services at (618) 985-2828 Ext. 8520.

Regardless of placement test scores taken for general college admission, and any resultant remedial courses required, all applicants desiring to apply for the PNE program will be allowed to take the PNE pre-entrance exam. However, if an applicant scores low on any general admission placement test, counselors may advise against continuing the PNE application process.

- Submit all transcripts, high school and college, to the **Admissions and Records Office** by **March 1, 2022**. **An official copy of a final high school or GED® (High School Equivalency) transcript with a graduation date is required.** In addition, official transcripts from other colleges attended are required if transferring any courses. Transcript must show when the course was taken, and the grade received. It is the applicant's responsibility to

ensure that all official college transcripts have been received and evaluated in the Admissions and Records Office by the deadline.

- Provide proof of current residency to the **Admissions and Records Office** by **March 1, 2022**. Preference is given to in-district applicants. The following forms may serve as acceptable proof of residency to be **RANKED** as an in-district applicant:
 - A valid Illinois driver's license with an address in JALC College District #530
 - A valid Illinois state identification card with an address in JALC College District #530
 - A valid Illinois voter's registration card that indicates JALC College District #530
 - A current Illinois real estate tax bill that indicates property is owned within the JALC College District #530

In-district applicants will be rank ordered before applicants' out-of-district, if one of the above forms of acceptable proof is received in the Admissions and Records Office by March 1, 2022. If one of the above forms of acceptable proof is not received in the Admissions and Records Office by March 1, 2022, the applicant will be rank ordered at the bottom of the in-district list with all other out-of-district applicants.

Although the following forms may serve as proof to be charged the in-district tuition rate for an approved course or program guide, these forms **DO NOT** qualify as acceptable proof of residency to be **RANKED** as an in-district applicant. Therefore, **the applicant will be rank ordered at the bottom of the in-district list with all other out-of-district applicants.**

- A letter from an employer that indicates employment in JALC College District #530
- A lease agreement that indicates residence in JALC College District #530
- A bank statement or utility bill that indicates residence in JALC College District #530
- A valid Illinois FOID card with an address in JALC College District #530
- A final transcript from an in-district high school with a graduation date within the past five years
- A CAREER Agreement approved by JALC's V.P. for Instruction

Verification must show the applicant's name with their current address. PO Boxes are not accepted as proof of residency. New driver's licenses now show both PO Box and street address.

If an applicant has questions regarding general admission, they should contact the Admissions and Records Office at (618) 985-2828 Ext. 8298 or admissions@jalc.edu.

STEP 2: Program Application Requirement

AN APPLICANT MUST HAVE AN ACTIVE JALC STUDENT ID NUMBER AND VOLMAIL EMAIL BEFORE APPLYING TO THE PROGRAM.

- [Apply to the Practical Nursing program](#) by completing the online application form by **March 1, 2022**. Fill out application completely and hit the submit button. Once submitted, click on the link provided to register for the pre-entrance exam. A new program application is required each year.

If an applicant has questions regarding program admission, they should contact the Coordinator of Nursing Admission at (618) 985-2828 Ext. 8497.

STEP 3: Pre-Entrance Exam Requirement

AN APPLICANT MUST APPLY TO THE PROGRAM BEFORE REGISTERING FOR THE PRE-ENTRANCE EXAM.

- Register online to take the **PSB Aptitude for Practical Nursing Examination** (APNE) pre-entrance exam for the PNE program by the test registration deadline. To access the test registration link, visit [Restricted Allied Health Testing](#).

BEFORE REGISTERING, please read the information below carefully about the exam. Scroll down to view test dates and registration deadlines.

The test given for entry into the PNE program is the PSB [Aptitude for Practical Nursing Examination](#) (APNE). The exam includes sections on academic aptitude, spelling, information in the natural science, judgment and comprehension in practical nursing situations and vocational adjustment index. All five sections of the test will be given. The raw score of the first four sections will be added to achieve a composite exam score to be used for admission ranking. The fifth section will be utilized for research purposes.

Additional information about the test can be accessed by going to [Psychological Services Bureau](#) (PSB). Click on [Resources for Test Taking](#) to locate documents that may be viewed or printed containing information regarding [Sample Questions](#), [Understanding Test Results](#), and [Other Helpful Resources](#). Other test preparation web-based tutorials can be accessed online at [Test Prep Tutorials](#).

Test scores are valid for two consecutive academic years; however, a new program application must be completed each year and submitted by the required deadline. If an applicant tested the previous academic year and chooses not to retest in the current academic year, they must submit a written request to the Coordinator of Nursing Admission in the Nursing Department for the previous test scores to be considered. In this instance, no pre-entrance exam registration is necessary.

Registration and payment will only be accepted online through [RegisterBlast](#). There is a \$63.50 registration fee (\$60.00 for the test plus a \$3.50 processing fee) due at the time of registration for each test date scheduled. Please have a credit card or debit card ready. Registration deadline for an exam is 24 hours prior to the exam start time.

Two tests may be taken within one academic year (September 1st through August 31st) and there must be at least 21 days between test attempts. Tests will be held in Testing Services (lab room C205B until further notice) and will begin promptly at 9:00 AM and 1:00 PM, unless indicated otherwise. Late arrivals may not be allowed to take the test.

Photo ID and completed test pre-registration are required on exam day. No personal belongings are needed or permitted to be in applicant possession during the test. If an applicant must bring something, a designated place will be provided.

Pre-registration instructions will be sent 24 hours before the designated test time to the email used for exam registration. If test pre-registration is not completed applicant might not be able to take the exam. After completing test pre-registration, applicant needs to remember their Pearson VUE password and username for their exam.

Refunds will **not** be issued to students who have started or completed the exam pre-registration process from Psychological Services Bureau or Pearson VUE.

Tests will be administered in a computer-based format and are timed. The exam will take a minimum of 2 ½ hours. No calculators are permitted during the exam. Test questions may not be copied. Scratch paper must be turned in. These tests are copyrighted by [Psychological Services Bureau](#) (PSB). It is illegal to copy any portion of these exams.

Testing Services will provide test results to the applicants after results have tabulated. Results can take 24 – 48 hours to tabulate. Results will be sent to applicants' email used to register for the exam.

The College reserves the right to change exam dates and fees at any time. Seating is limited, and registrations will be processed on a first come, first served basis. Applicants must register before the registration deadline set below for each test session.

| APNE Test Dates for PNE | Registration Deadlines |
|--|---|
| Thursday, October 28, 2021 @ 1:00 PM | Wednesday, October 27, 2021 by 1:00 PM |
| Friday, October 29, 2021 @ 1:00 PM | Thursday, October 28, 2021 by 1:00 PM |
| Thursday, November 18, 2021 @ 9:00 AM | Wednesday, November 17, 2021 by 9:00 AM |
| Thursday, November 18, 2021 @ 1:00 PM | Wednesday, November 17, 2021 by 1:00 PM |
| Thursday, December 9, 2021 @ 9:00 AM | Wednesday, December 8, 2021 by 9:00 AM |
| Thursday, December 9, 2021 @ 1:00 PM | Wednesday, December 8, 2021 by 1:00 PM |
| Friday, December 17, 2021 @ 9:00 AM | Thursday, December 16, 2021 by 9:00 AM |
| Friday, December 17, 2021 @ 1:00 PM | Thursday, December 16, 2021 by 1:00 PM |
| Wednesday, January 5, 2022 @ 9:00 AM | Tuesday, January 4, 2022 by 9:00 AM |
| Wednesday, January 5, 2022 @ 1:00 PM | Tuesday, January 4, 2022 by 1:00 PM |
| Tuesday, January 18, 2022 @ 5:00 PM | Monday, January 17, 2022 by 5:00 PM |
| Thursday, January 20, 2022 @ 9:00 AM | Wednesday, January 19, 2022 by 9:00 AM |
| Thursday, January 20, 2022 @ 1:00 PM | Wednesday, January 19, 2022 by 1:00 PM |
| Friday, January 21, 2022 @ 9:00 AM | Thursday, January 20, 2022 by 9:00 AM |
| Friday, January 21, 2022 @ 1:00 PM | Thursday, January 20, 2022 by 1:00 PM |
| Wednesday, February 2, 2022 @ 9:00 AM | Tuesday, February 1, 2022 by 9:00 AM |
| Wednesday, February 2, 2022 @ 1:00 PM | Tuesday, February 1, 2022 by 1:00 PM |
| Friday, February 4, 2022 @ 9:00 AM | Thursday, February 3, 2022 by 9:00 AM |
| Friday, February 4, 2022 @ 1:00 PM | Thursday, February 3, 2022 by 1:00 PM |
| Wednesday, February 9, 2022 @ 9:00 AM | Tuesday, February 8, 2022 by 9:00 AM |
| Wednesday, February 9, 2022 @ 1:00 PM | Tuesday, February 8, 2022 by 1:00 PM |
| Wednesday, February 16, 2022 @ 9:00 AM | Tuesday, February 15, 2022 by 9:00 AM |
| Wednesday, February 16, 2022 @ 1:00 PM | Tuesday, February 15, 2022 by 1:00 PM |
| Thursday, February 17, 2022 @ 9:00 AM | Wednesday, February 16, 2022 by 9:00 AM |

| APNE Test Dates for PNE | Registration Deadlines |
|--|---|
| Thursday, February 17, 2022 @ 1:00 PM | Wednesday, February 16, 2022 by 1:00 PM |
| Wednesday, February 23, 2022 @ 9:00 AM | Tuesday, February 22, 2022 by 9:00 AM |
| Wednesday, February 23, 2022 @ 1:00 PM | Tuesday, February 22, 2022 by 1:00 PM |
| Thursday, February 24, 2022 @ 9:00 AM | Wednesday, February 23, 2022 by 9:00 AM |
| Thursday, February 24, 2022 @ 1:00 PM | Wednesday, February 23, 2022 by 1:00 PM |
| Tuesday, March 1, 2022 @ 1:00 PM | Monday, February 28, 2022 by 1:00 PM |

If an applicant has a disability and wishes to obtain reasonable accommodations, they should contact [Disability Support Services](#) at (618) 985-2828 Ext. 8270 to schedule an appointment with the DSS Coordinator to see if they qualify for services. The applicant will need to have accommodations approved by the DSS Coordinator at least three (3) days in advance to the exam date.

If an applicant has questions regarding the pre-entrance exam or test results, they should contact Testing Services at (618) 985-2828 Ext. 8247.

STEP 4: Admission Selection Process

The selection of applicants is based on the stated admission criteria. The test scores are very important in the selection process because they are rank ordered from highest to lowest. Applicants that earn the highest total points and complete the admission criteria by the program deadline will be selected. Priority will be given to applicants residing in-district. Rank order for the PNE program is based **exclusively** upon the following:

1. PSB Aptitude for Practical Nursing Examination (APNE) scores. All five sections of the test will be given, however only the cumulative raw score of the first four sections will be used for admission ranking. The fifth section will be utilized for research.

Each applicant may take the pre-entrance exam twice within one academic year and there must be at least 21 days between test attempts. Any additional tests beyond the first two will not be counted. The highest composite score of the two tests will be used for determination of admission.

2. Additional points will be given for achieved passing grades in previously taken courses of BIO 205, COM 116, and BIO 206. Courses must be completed by **March 1, 2022** for points to be added. Courses completed after that time will not count as points toward admission. Each course must have been passed with a minimum of a C grade. No points will be given without an official transcript. Official transcripts must show when the course was taken, and the grade received. The following points will be added for each grade earned: A = 3 points, B = 2 points, and C = 1 point.

Total points achieved will be added to the combined earned raw scores of sections 1 through 4 of the APNE. Rank ordering of applicants for admission consideration will be made based on total points earned. Ties will be broken by the highest score achieved on the APNE, Part 1 and Part 4, successively.

Selection of the class will begin after the admission deadline stated in this packet. Notification of provisional acceptance will be sent via email beginning mid-April 2022 to the top ninety (90)

applicants on the ranking list with an offer for a full-time position that begins in August 2022 [~~sixty (60) full-time~~ at the Carterville campus ~~and thirty (30) full-time at the Du Quoin campus~~]. There will **not** be a part-time program offered in 2022-2023 academic year.

~~Applicants rank-ordered highest will have the privilege of choosing a full-time position between the Carterville and Du Quoin campuses. When all available positions have been filled at one campus, the remaining notices will be sent until the other campus is filled.~~

Applicants that obtain provisional acceptance will have seven (7) days from the date emailed to return the acceptance form in the attached acceptance letter. If the applicant chooses not to accept or no response is obtained, the applicant will be dropped from future consideration and the next applicant in rank order on the list will be notified of provisional acceptance.

When all available positions are filled, notification of an alternate position will be sent via email to the next five applicants on the list. Notification of denial into the program will be sent via email when all alternate positions are filled, typically before late June. Any individual, not receiving an email by late June, should contact the Coordinator of Nursing Admission in the Nursing Department. Applicants who are not admitted and remain on the list after the program starts will not be carried over for the next year. If interested in applying for the next year's program, a new program application must be submitted.

If an applicant is accepted to the program and chooses not to enter the fall class, any future admission must be by re-application. All applicants must make application for each year they wish to be considered for entrance into the PNE program. PSB Aptitude for Practical Nursing Examination (APNE) results will be considered valid for two consecutive academic years.

No student may be admitted to the John A. Logan Nursing Programs more than **two times within a five-year period**. Five-year period starts at first admittance. "Withdrawing" is defined as declining a previously accepted admission invitation within two (2) weeks of program start and/or withdrawing from class attendance before completing the first semester. Anyone caught cheating, causing a disturbance, attempting to remove test materials during nursing pre-entrance exam or **any other exam** will be ineligible to enter or remain in program for a minimum of one year. Students must turn **18 years of age** prior to the first clinical.

All correspondence will be sent via email, including acceptance, alternate, and denial notifications. Therefore, an applicant must provide an email, Volmail or personal, that is checked on a regular basis. The mailing address provided on the program application will be used for residency purposes and verification of residence at that address will be required (see residency requirements under STEP 1).

It is extremely important to abide by the deadline dates outlined in this packet. It is the applicant's responsibility to assure that these documents have been received in the designated office by the deadline date.

If you have questions regarding this process, please contact the Coordinator of Nursing Admission at (618) 985-2828 Ext. 8497.

PROFESSION

Licensed practical nurse (LPN) is an individual who delivers direct nursing care to clients in a variety of facilities and settings. Clients may be at any stage along the wellness/illness continuum. Responsibilities include administering medications and treatments as prescribed by a licensed

physician, dentist or podiatrist and performing skilled technical procedures, as well as providing basic nursing care and personal care. Responsibilities include assisting the RN in evaluation, assessment, determination and implementation of a nursing plan of care dependent upon the employer and the LPNs competency, education and experience. LPNs work under the supervision of registered nurses, physicians, dentist or podiatrists. Individuals are required to complete a one-year approved program of instruction and pass a licensing exam (NCLEX-PN). In addition to providing routine bedside care, LPNs in nursing care facilities help evaluate residents' needs, develop care plans and supervise the care provided by nursing aides.

Most LPNs provide basic bedside care, taking vital signs such as temperature, blood pressure, pulse, and respiration. They also prepare and give injections and enemas, monitor catheters, apply dressings, treat bedsores, and give alcohol rubs and massages. LPNs monitor their patients and report adverse reactions to medications or treatments. They collect samples for testing; perform routine laboratory tests; feed patients; and record food and fluid intake and output. To help keep patients comfortable, LPNs assist with bathing, dressing and personal hygiene. In states where the law allows, they may administer prescribed medicines or start intravenous fluids. Some LPNs help deliver, care for and feed infants. Experienced LPNs may supervise nursing assistants and aides.

In doctors' offices and clinics, they also may make appointments, keep records and perform other clerical duties. LPNs who work in private homes may prepare meals and teach family members simple nursing tasks.

Most LPNs in hospitals and nursing care facilities work a 40-hour week, but because patients need around-the-clock care, some work nights, weekends and holidays. They often stand for long periods and help patients move in bed, stand or walk.

LPNs wages vary throughout the nation. The [Bureau of Labor Statistics](#) reports median annual earnings in May 2020 at \$48,820. Locally, experienced LPNs have reported earnings as much as \$20.93 per hour.

Nationally, employment of LPNs is expected to grow by 9 percent from 2020 and 2030 as projected by the [Bureau of Labor Statistics](#). Growth is attributed to the long-term care needs of an increasing elderly population and the general increase in demand for healthcare services. LPNs care for ill, injured, or convalescing patients or persons with disabilities in hospitals, nursing homes, clinics, private homes, group homes, and similar institutions.

For more information on the profession, visit [Illinois Department of Financial and Professional Regulation](#).

PROGRAM OBJECTIVES

The PNE student, upon completion of the JALC PNE program, will have the ability to exercise sound nursing judgment based on cognitive, affective and psychomotor preparation and, therefore, have the capabilities to pass the State Licensing Examination.

Upon completion of the PNE program, the graduate will be able to do the following:

- Integrate evidenced-based practice through the implementation of the nursing process.
- Facilitate quality and safety of an individual's care including information technology.
- Apply nursing knowledge to impact quality improvement.
- Demonstrate leadership qualities and professionalism.

- Collaborate effectively with the interdisciplinary team to promote optimal health.
- Demonstrate a caring presence to effectively relate and advocate for diverse populations.
- Utilize professional communication.

ACCREDITATION

[Illinois Department of Financial and Professional Regulation](#) (IDFPR)

[Illinois Community College Board](#) (ICCB)

LEGAL LIMITATIONS

Felony convictions that Practical Nursing graduates have may adversely affect their ability to sit for licensure exam and to receive employment.

Potential applicants with questions concerning the above may wish to make an appointment with the Director of Nursing by contacting the Nursing Department at (618) 985-2828 Ext. 8498.

REQUIREMENTS OF ADMITTED STUDENTS

~~Sixty (60)~~ **Ninety (90)** applicants are selected for the Carterville campus ~~and thirty (30) applicants are selected for the Du Quoin campus~~ for full-time classes that begin in August of each year. In addition, forty (40) applicants are selected for the Carterville campus for part-time classes that begin in January of even numbered years. There will **not** be a part-time program offered in 2022-2023 academic year.

The length of the full-time program is nine (9) months from start to finish. The length of the part-time program is sixteen (16) months from start to finish. Part-time students attend school year-round, which includes the summer semester. Students accepted are required to attend a mandatory new student orientation session the semester prior to starting PNE classes.

The full-time PNE student has a very concentrated schedule and should generally plan to be free for academics and clinical Monday through Friday from 7:00 AM to 5:00 PM. The part-time PNE student should plan to be free two to four evenings from 5:00 PM to 10:00 PM for classes and one full day for clinical from 7:00 AM to 4:00 PM. These are nursing class hours. If general elective classes are taken, there needs to be additional time allowed. Clinical sites currently in use are in Carbondale, Du Quoin, Herrin, Marion, Murphysboro and other various locations in Southern Illinois. Students must turn **18 years of age** prior to the first clinical.

Students will need to provide transportation to and from the JALC Carterville ~~or Du Quoin~~ campus and assigned clinical sites. Proof of auto insurance is required, and a **copy of current auto insurance card** must be given to the JALC Nursing Department Administrative Assistant.

Students must have a **valid social security number** to participate in this program. This number is required for a criminal background check. A valid social security number must be on file in the Admissions and Records Office prior to the admission deadline.

Students will be conditionally admitted into the program based on results of a criminal background check and drug/alcohol screen. **Criminal background check and drug/alcohol screen** is performed as part of the entry requirement and possibly throughout the program for all students

entering the PNE program. Drug/alcohol screen shall be collected at SIH WorkCare, Heartland Regional Medical Center, or VA Hospital, under that facility's procedures and control at the student's expense. THC (marijuana) is part of the required 10-panel drug screen. The passage of Law 410 ILCS 705 in the State of Illinois, does not overrule Federal law, which states this is still an illegal substance. **If a student has a positive drug/alcohol screen, including testing positive for THC (marijuana, including prescription marijuana), they may not be admitted into the nursing program at that time.** Estimated price range for the initial criminal background check fee is \$65.00 to \$100.00. The student is responsible for the actual cost of the background investigation which will be initiated by JALC. This fee will be added to the student's billing statement and is **NON-REFUNDABLE**. The background investigation will encompass a standard federal criminal background search. **Positive "hits" on the criminal background must be followed up by the student and cleared through JALC Human Resources prior to attending clinical.** Failure to report to the Director of Nursing, any charge, will result in removal from the program.

Evidence of health insurance is required, and a **copy of current health insurance card** must be given to the JALC Nursing Department Administrative Assistant. **If a student drops their health insurance anytime during the nursing program, they will be removed immediately from the program.**

A physical examination is required. The physical exam form must have a hand-written signature by the physician or health provider. **No stamped signatures or office nurse signatures are accepted.** In addition, proof of immunization or immunities from the following diseases are required: Measles/Rubeola Titer, German Measles/Rubella Titer, Mumps Titer, Chicken Pox/Varicella Zoster Titer, Diphtheria/Tetanus Booster, Childhood Polio Vaccine or Booster, Two-Step TB Skin Test (Tuberculosis) within a 3-week period or show proof that a two-step test has been done in the past with subsequent re-tests annually, the series of three (3) Hepatitis B Vaccines, COVID-19 complete vaccine series, and annual Flu Vaccine. The physical examination should not be scheduled until official notification of acceptance into the program has been received. Forms for the physical exam and inoculations will be given out during orientation/registration. The physical exam and inoculation forms must be submitted to the Nursing Department, Room G220, before a student begins PNE classes.

The lab objectives include return demonstrations of knowledge and patient care abilities. It is necessary for the student nurse to practice lifting, positioning, and ambulation in the lab setting to prepare for the clinical. There can be no physical restrictions/devices when entering the lab setting of PNE 102. Crutches, casts, leg braces, and any restriction placing safety limitations on lifting, positioning, and ambulation are prohibited in PNE 102. Physician ordered restrictions with or without above devices will require student to withdraw from lab and return to complete lab when a slot is available.

Prospective PNE students should **not** purchase any materials or supplies until **AFTER** they have attended a new student orientation session and have registered for classes. All questions regarding uniforms, schedules, requirements, physicals, etc. will be answered for accepted students during a mandatory new student orientation session in early June with the Coordinator of Practical Nursing.

PROGRAM GUIDES AND COURSE DESCRIPTIONS

PNE students must earn a minimum of a C grade in all courses listed in the program guide, including general courses.

It is the responsibility of all interested applicants to view the current PNE program guide and course descriptions online at the following links:

[Practical Nursing - Certificate of Achievement \(3-Semester, Full-Time\) Program Guide](#)

[Practical Nursing - Certificate of Achievement \(5-Semester, Part-Time\) Program Guide](#)

[Practical Nursing \(PNE\) Course Descriptions](#)

GENERAL COURSE REQUIREMENTS

ALH 101 – Cardiopulmonary Resuscitation¹ – 1 credit
 BIO 205 – Human Anatomy & Physiology I² – 4 credits
 COM 116 – Interpersonal Communication – 3 credits
 BIO 206 – Human Anatomy & Physiology II – 4 credits

¹ PNE students will be **REQUIRED** to complete ALH 101 at JALC during the first semester of the program before starting clinical rotation. No student will be exempt from this requirement.

² BIO 205 Human Anatomy and Physiology I must be completed by the end of the first semester or prior to program admittance. No prior credit will be given if a grade lower than a C was earned. It is strongly recommended that students without high school or college background in biology take BIO 100, 101 or 105 prior to BIO 205.

All applicants are strongly encouraged to complete the general courses with a minimum of a C grade prior to the semester they plan to start the program, so that they may increase their probability of success in the program.

For general course advisement and registration, an applicant should contact their advisor. If they need to be assigned to an advisor, they should contact Testing Services at (618) 985-2828 Ext. 8520. Registration is by appointment only, except during designated walk-in dates.

PROGRAM COSTS

Costs are **estimates** based on the current 2021-2022 academic year.

| ITEM | COST |
|--|------------|
| Tuition – In-District at \$133.00 per credit hour – 12 hours (general courses) | \$1,596.00 |
| Technology fee at \$5.00 per credit hour – 12 hours (general courses) | \$60.00 |
| Course fees (general courses) | \$95.00 |
| Variable Tuition ¹ – In-District at \$163.00 per credit hour – 23.5 hours (PNE courses) | \$3,830.50 |
| Technology fee at \$5.00 per credit hour – 23.5 hours (PNE courses) | \$117.50 |
| Course fees (PNE courses) | \$810.00 |
| Textbooks (PNE courses) | \$1,500.00 |
| Uniform | \$100.00 |

| ITEM | COST |
|--|------------------------------|
| Clinical Shoes | \$75.00 |
| Supplies | \$100.00 |
| Drug Screen | \$49.00 |
| Criminal Background Check | \$65.00-\$100.00 |
| Graduation fee | \$10.00 |
| Registration fee for PSB Aptitude for Practical Nursing Examination (APNE) | \$63.50 |
| TOTAL ESTIMATED COST | \$8,471.50-\$8,506.50 |

[Click here to view Tuition and Fees Schedule.](#)

¹ Variable tuition rate of \$30.00 per credit hour assessed for PNE courses. An additional 10% rounded to nearest dollar assessed for online and hybrid PNE courses.

Additional costs may include:

- \$65.00 Student Activity fee assessed for 6 or more hours enrolled for fall and spring terms
- \$40.00 Student Activity fee assessed for 3 or more hours enrolled for summer terms
- Medical exams and immunizations
- NCLEX-PN examination fee
- State licensure fee

Note: Many of these costs will be incurred the first semester of the program since textbooks, uniforms and equipment can be used in subsequent semesters. Textbooks for general courses are not included due to variability of texts. **All costs listed above are estimates and subject to change. The PNE student should plan to meet these financial obligations before entering the program.**

*Potential PNE students should **not** purchase or schedule anything until after they have been accepted and registered to begin the PNE program.*

For additional information, please contact Kristin Yosanovich, Director of Nursing, at (618) 985-2828 Ext. 8455 or Kristin.Yosanovich@jalc.edu.

FINANCIAL ASSISTANCE

JALC offers students several sources for financial assistance:

Financial Aid – A variety of financial aid exists and the applicant should contact the Financial Aid Office for more information at (618) 985-2828 Ext. 8308 or financialaid@jalc.edu. Some of the types of financial aid presently offered are:

- [Federal Pell Grant](#)
- [Federal Supplemental Educational Opportunity Grant \(FSEOG\)](#)
- [Illinois State Map Grant](#)
- [College Work Study](#)

JALC is no longer participating in the Federal Direct Student Loan Program. Students in need of loan funds will have to apply for a Private Alternative Student Loan. In order to find a lender, contact your local Bank, Credit Union, or search on the web using “Private Alternative Student Loan providers” for your search. All students who apply for private alternative loans must first submit a FAFSA with JALC’s federal school code 008076.

Financial aid requirements and general information can be accessed online at [Financial Aid](#).

Scholarships – A variety of scholarships, administered through the JALC Foundation and external sources, are available and the applicant should contact the Foundation Office for more information at (618) 985-2828 Ext. 8355 or foundation@jalc.edu.

Scholarship application procedures, scholarship application, letter of recommendation form, and lists of available scholarships through the JALC Foundation and external sources, can be accessed online at [JALC Foundation](#).

Perkins Grant – Perkins is a federal grant that supports students enrolled in Career and Technical Education programs with books, uniforms, and other resources.

To be eligible: Must have been admitted into the Practical Nursing program, currently enrolled in PNE courses, and meet criteria listed online at [Perkins](#).

For more information about the Perkins Grant or about eligibility, contact the Perkins Coordinator at (618) 985-2828 Ext. 8075.

Veterans Resources – Military veterans and dependents should contact [Veterans Resource](#) at (618) 985-2828 Ext. 8563 or veterans@jalc.edu for more information on Illinois Veterans Grant and GI Bill Benefits.