



# TENNESSEE COLLEGE OF APPLIED TECHNOLOGY

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## MORRISTOWN

## Steps and Requirements for Enrollment in the Practical Nursing Program

1. Schedule and pay the \$50 non-refundable fee for the HESI A2 entrance exam. This exam covers Critical Thinking, Reading, and Math skills; and examinees are allotted four (4) hours to complete the test. A passing grade of at least 70 in both Math and Reading are required. Applicants who do not take the exam on the scheduled test date must pay \$50 to reschedule the test. Tests will only be given at the main campus location, 821 W. Louise Ave., Morristown, TN 37813. Applicants must bring a valid photo I.D. with them to test - without an I.D. the applicant will not be allowed to test and will have to reschedule. Applicants 20 years of age or less with an ACT score of 19 or above in each section are exempt once proof is received.
2. After successfully passing the HESI A2 exam, applicants are responsible for meeting with the Practical Nursing Administrative Assistant and obtaining the required nursing application packet. This packet contains the required forms and documentation that must be completed and returned to the Practical Nursing Administrative Assistant. The following required documents must be submitted by applicant before being added to the waiting list:

- ☑ Signed and dated Practical Nursing Student Application Packet
- ☑ Copy of official high school transcript or GED
- ☑ Copy of official ACT scores (if applicable) or passing HESI A2 scores
- ☑ Signed and dated physical job requirements form
- ☑ Proof of Immunizations (TB skin test, tetanus, MMRs (2), Varicella (2) and Hepatitis B)
- ☑ Three separate work reference forms completed, signed and dated by appropriate parties (cannot be friends or family)

COMPLETED PACKET/REQUIRED DOCUMENTS MUST BE RETURNED TO JESSICA SNOBERGER:  
jessica.snoberger@tcatmorristown.edu | 423-417-1983 | 821 W. Louise Ave., Morristown, TN 37814 |  
Building D

**IMPORTANT NOTE:** Incomplete packets will not be accepted for a spot in the program.

3. Once the nursing application packet has been completed and returned, applicants must also complete the TCAT Morristown online application for enrollment on the college website at [www.tcatmorristown.edu](http://www.tcatmorristown.edu). Applicants will also need to follow the directions from Admissions on how to set up their portals.
4. To apply for financial aid, go to [www.studentaid.gov](http://www.studentaid.gov). TCAT Morristown's school code is 013891.
5. Once all application steps and requirements are met, successful applicants will receive an official letter of acceptance for the next available spot in the program. Mandatory Pre-Registration and Nursing Orientation dates will be listed on the acceptance letter. **\*Clinical rotations are a requirement of the PN program. A TrueScreen background check and drug screen are required to participate in clinical rotations; both of which will be discussed at Pre-Registration.**