

Practical Nursing

Admission Information and Next Steps

APPLICATION PROCESS

Program Application Dates and Campus Locations:

- Fall applications may be submitted starting September 1, 2009 for the fall 2010 semester.
- Spring applications are available starting January 16, 2010 for the spring 2011 semester.

Campus	Program Application Deadlines
Reedsburg – Spring 2010	Application processing already closed for this semester.
Madison – Fall 2010	October 19, 2009 – October 19, 2009
Fort Atkinson – Fall 2010	October 19, 2009 – October 19, 2009
Reedsburg – Spring 2011	March 15, 2010 – March 15, 2010

How to apply for a program:

Fill out the [Online Application Form](#) and submit the \$35 fee (\$30 application fee and \$5 processing fee) payable by credit card, debit card or electronic check by the [application deadline](#). For a paper copy of the application, contact the Enrollment Center at (608) 246-6210 or (800) 322-6282 Ext. 6210

Required documents for this program:

The following materials must be on file at MATC in order to have a complete application.

1. Completed Application form
2. One of the following:
 - a. Official high school transcripts *
 - b. Official GED/HSED transcripts *
 - c. Official college transcripts showing an Associate Degree, Bachelors Degree, or higher degree *
 - d. A completed COMPASS test may be substituted in place of high school or HSED transcripts

* If high school, GED/HSED and/or college transcripts are on file at MATC, they do not need to be submitted again. Contact the Enrollment Center at (608) 246-6210 or (800) 322-6282 ext. 6210 to verify that transcripts are on file.

* To obtain transcripts, contact the High School the student graduated from or, GED/HSED Testing Center, and all Post-secondary Institutions attended and request an official transcript be sent directly to MATC.

UNIQUE REQUIREMENTS

In order to be a determined a qualified applicant, All of the following requirements for admissions must be previously completed or the student must be currently enrolled in the courses when the application is submitted.

1. **High School graduation or GED/HSED completion**
2. **Assessment Testing (One of the following):**

Test	Minimum Test Scores
COMPASS	Reading 85, Writing 78, Pre-Algebra 55, E-Write 6
ASSET	Reading 42, Writing 42, Numerical 42

3. **Math:** Math competency demonstrated by satisfactory Compass OR Asset testing.
4. **Reading:** Reading competency demonstrated by satisfactory Compass OR Asset testing.
5. **Writing:** Writing competency demonstrated by satisfactory Compass OR Asset testing.
6. **Science:** Two semesters of high school science, with a C or better each semester **OR** one semester of college-level science course with a grade of C or better.
7. **Residency:** Per Wisconsin TCS-10 statute, out of state and out-of-district residents are not permitted to be placed on a waiting list for a program that closes prior to the non-resident processing date. Please check with the Enrollment Center for further details (608) 246-6210 or 1-800-322-6282 ext. 6210.

PROGRAM WAITLIST INFORMATION

- 1) Once you're placed on the waiting list, pay the \$50 advance reservation deposit to security your spot. This fee applies towards tuition upon registration into classes.
- 2) Complete the Nursing Assistant Requirement. All students must have completed the Nursing Assistant course before acceptance into the Practical Nursing program. It does not need to be completed prior to application to the program. The student does not need to be on the Nursing Aide registry if he/she does not plan on working as a Nursing Assistant.
- 3) Science and General Studies Requirements: Student must complete Growth & Development and Body Structure & Function prior to being accepted into the Practical Nursing program. Students who reach the top of the list with out completing these classes will be removed and have to reapply.
- 4) Practical Nursing students planning to continue to the Associate Degree Nursing program can make the following adjustments to the required curriculum:
Intro to Psychology & Developmental Psychology instead of Growth & Development and Anatomy & Physiology I & II instead of Body Structure & Function

Licensed Practical Nurses wanting to complete their Associate Degree

Please obtain the Nursing Completion LPN to A DN information for details.

FINANCIAL AID

Begin the free 2009-10 Financial Aid process online at <http://www.fafsa.ed.gov>. MATC's School Code is 004007. To get an early estimate of Financial Aid eligibility, visit the [FAFSA Forecaster](#). [The FAFSA tutorial](#) will help the student when filling out the FAFSA application. The 2010-11 Financial Aid process will not be available until after January 1, 2010, and will require the completion of 2009 tax return(s).

ASSESS SKILLS FOR PROPER COURSE PLACEMENT

COMPASS (Computer-Adaptive Placement Assessment and Support System)

This is an untimed test which is taken on a computer. The purpose of this test is to assess the student's current academic skills. The test results are used for advising purposes to help students register for the appropriate level courses. Testing is available at the Commercial Avenue Education Center; no appointments are necessary. Please see the testing schedules. For questions, please call the Assessment Center at (608) 246-5220.

See COMPASS testing information and schedules at <http://matcmadison.edu/assessment-placement>.

CREDIT FOR PRIOR LEARNING

Credit for prior learning (advanced standing) may be granted toward the completion of a particular degree/diploma. The total for all forms of credit for prior learning (advanced standing) cannot exceed 75 percent of the credits required for graduation.

Download the Credit for Prior Learning information form at <http://matcmadison.edu/files/CreditForPriorLearning.pdf> (PDF, 169 KB) to submit a credit-transfer request to the Enrollment Center.

PROGRAM ORIENTATION AND REGISTRATION

Orientation & Registration at MATC is designed to provide a welcoming and engaging program that prepares the student to feel confident with the registration process, recognize whether any refresher or summer courses are needed, and provide the student with the resources to access more information throughout the months before classes begin.

The student will receive a letter from MATC providing orientation information: dates, times and next steps.

APPROXIMATE PROGRAM COST

Semester	Tuition
1st Semester	\$1,900.00
2nd Semester	\$2,100.00

CONTACT INFORMATION:

Center for Health & Safety Education: 1-800-322-6282, ext. 6065 or 608-246-6065.