

Springfield Technical Community College Department of Nursing
MAY 2025 INSTRUCTIONS FOR COMPLETING THE NURSING ADMISSION CHECKLIST FOR THE
ACCELERATED NURSING PROGRAM OPTION

All Nursing Program applicants must submit the **Accelerated Nursing Program Admission Checklist** form **online** in addition to the **May 2025 STCC online Application for Admissions**.

Preference is that the May 2025 STCC online Application for Admissions, with Accelerated Nursing selected as the desired degree, be completed and submitted prior to the checklist.

The STCC Admission Application is available at the following link: <https://www.stcc.edu/apply/>

The checklist must be completed all in one session. You will NOT be able to save the checklist once started. If you leave, all data and information you entered will be lost, and you will need to start again. AFTER SUBMITTING THE CHECKLIST, YOU WILL RECEIVE AN EMAIL CONFIRMATION. IF YOU DO NOT RECEIVE AN EMAIL AFTER SEVERAL MINUTES, AND YOU HAVE CHECKED YOUR SPAM FOLDER, CONTACT THE ADMISSIONS OFFICE AT admissions@stcc.edu.

The information you will need to provide on the checklist is summarized below. Please be sure that you are able to provide the following information that is applicable to you before attempting to complete the checklist:

PERSONAL INFORMATION:

Name	Email Address
Address	STCC Student ID # (if applicable)
Telephone Number	

COMPLETION OF ADMISSION PREREQUISITES- THE FOLLOWING MUST BE COMPLETED OR PROVIDED TO THE ADMISSIONS OFFICE IN ORDER FOR YOUR APPLICATION TO THE ACCELERATED NURSING PROGRAM OPTION TO BE COMPLETE. YOU WILL BE ASKED IF THESE REQUIREMENTS HAVE BEEN COMPLETED:

- **APPLICATION:** May 2025 online Application for Admissions, with Accelerated Nursing selected as the desired degree, submitted to the STCC Admissions Office.
- **HIGH SCHOOL TRANSCRIPT, HISET OR GED:** An official copy of your high school transcript, HiSET, or GED must be provided to the Admissions Office.
- **MATH REQUIREMENT:** You will be asked if you have met the math requirement. To meet the math requirement, applicants to the Accelerated Nursing Program must meet one of the following:
 - Current licensure as an LPN or paramedic **OR**
 - Algebra 2 or its equivalent (STCC MAT063 or MAT097), with a grade of 80 or better, taken at a high school or regionally accredited college **OR**
 - Placement at the college math level on an STCC placement exam (Accuplacer MAT101) or (ALEKS 100p) (Being waived from taking the STCC math placement exam due to high school GPA DOES NOT meet the Nursing Program math requirement) **OR**
 - College level math course (100 or higher), with a grade of 77 or higher
- **TEAS SUBTEST SCORES THAT MEET THE BENCHMARKS:** You will be asked to provide the highest math, science, English and reading subtest scores you received within the last three years on the Test of Essential Academic Skills, Version 6 or Version 7. **To meet the requirements for the Accelerated Nursing Program, applicants must meet the following TEAS benchmark scores:**
 - **Math 69**
 - **Science 54**
 - **English 64**
 - **Reading 71**

Documentation of TEAS test results can be emailed to admissions@stcc.edu, upload directly to your online application, or hard copy submitted to the Admissions Office. **If the TEAS exam was taken through the Authorized Testing Center at STCC, your scores will automatically be sent to the STCC Nursing Department by ATI, the testing agency, during the first week of February 2025. Receipt of scores will not be reflected on your online application until that point in time.**

You may obtain a copy of your TEAS score report at www.atitesting.com/login. After logging in, you will need to select the MY RESULTS tab. Then scroll down and select the TEAS assessment that you would like to obtain a score report for. Please be sure the score report includes subtest scores. TEAS scores must have been taken within three years of the February 1 application deadline. For the Fall 2025 application cycle, TEAS scores must have been taken February 1, 2022 or later.

- **PATIENT CARE EXPERIENCE:** You will be asked if you have at least one year of work experience as an LPN, paramedic or top-tier military medic. You will need to complete and submit the signed DIRECT AND INDIRECT PATIENT CARE EMPLOYMENT VERIFICATION FORM with LPN, Paramedic, or other (for military medic) selected as your work experience. You can access this form by clicking [here](#). You can email the form to admissions@stcc.edu, upload directly to your online application, or submit a hard copy of the form to the Admissions Office.
- **CERTIFICATIONS:** You will be asked if you are an LPN, paramedic or top-tier military medic with a current license or certification in the United States. You will need to provide a copy of your LPN, paramedic, or military medic certification to the Admissions Office in order for your application to be complete. You can email a copy of your license or certification to admissions@stcc.edu, upload directly to your online application, or submit hard copy of your license or certification to the Admissions Office.
- **TWO LETTERS OF RECOMMENDATIONS:** You will be asked if you have submitted two letters of recommendations from academic or professional references to the Admissions Office. You can email the letters of recommendation to admissions@stcc.edu, upload directly to your online application, or submit hard copies of your letter of recommendations to the Admissions Office.
- **PERSONAL STATEMENT:** You will be asked if you submitted a personal statement or essay outlining your motivation for pursuing a career in nursing and an understanding of the demands of an accelerated program. You can email your personal statement of essay to admissions@stcc.edu, upload directly to your online application, or submit hard copy of your license or certification to the Admissions Office.
- **OFFICIAL TRANSCRIPT(S):** Submission of an official transcript from ALL colleges or universities where you have completed academic coursework, including high school, to the STCC Admissions Office. Transcripts need to be received by February 1 in order for your application to be complete. (Note: For in progress courses it is best to wait until final grades appear on your transcript before requesting that the transcript be sent to the STCC Admissions Office. YOU DO NOT NEED TO SUBMIT A TRANSCRIPT FOR COURSEWORK TAKEN AT STCC.)

EDUCATION (ACADEMIC) HISTORY:

You will be asked to provide information on the following:

- Previously earned college degrees (if applicable)
- STCC student status
- Grades achieved on the following required courses taken at STCC or transferred in (if applicable). **Please note that a C+ or higher is required for all courses that are part of the Nursing Program curriculum. Official transcripts supporting grades for courses listed below, need to be submitted to the STCC Admissions Office by February 1.**
 - English Composition 1
 - English Composition 2
 - General Psychology
 - Lifespan Human Growth and Development
 - Anatomy & Physiology 1
 - Anatomy & Physiology 2
 - Introduction to Sociology
 - Microbiology
 - General Elective
- If you have taken three or more **college** honors courses, you will be asked to list the courses taken and the grades received. (Please note: Taking honors courses is not a requirement of the Nursing Program, but may strengthen your application.)
- You will need to indicate if you have completed any of the following courses. (Please note: completing these courses is not required for the Accelerated Nursing Program.) (The certification courses must have been completed to earn college credit.)
 - HSC110 - Communication and Professionalism in Health Care
 - HSC116 – Pathway to Nursing
 - HSC150 - Patient Care and Safety
 - HSC – Certified Nursing Assistant
 - HSC125/125L - EMT Basic Certification HSC151/151L/156 – Patient Care Technician Course
 - HSC180/180L/185 - Phlebotomy Technician Course

HSC161/161L – Sterile Processing Technician Course

FYE101- First Year Experience sections D08, D09 or D10 – for students interested in a competitive health care program. (Fall 2022 is the first semester this version of the course was offered.)

MEDICAL RECORDS:

You will be asked about your ability to provide vaccination/immunity records. Upon acceptance into the Nursing Program you will need to provide proof of the following: Hepatitis B vaccines AND titer showing immunity, 2 MMR and 2 Varicella vaccines, COVID-19 vaccination, and a current TDaP. Proof of hepatitis B immunity has been a problematic requirement for students to complete on time. **On the checklist, you will specifically be asked about your ability to provide a hepatitis B surface antibody lab results report. If you do not have a hepatitis B surface antibody report showing a "positive" or "reactive" result, you will want to have your provider order one immediately. The protocol for revaccination can be lengthy. Accepted students who are not compliant may not be eligible to continue in the program.** Contact compliance@stcc.edu with questions.

GOOD MORAL CHARACTER:

The Massachusetts Board of Registration requires compliance with the Good Moral Character Policy. Non-compliance with this policy can prevent individuals from getting a nursing license. You will be asked to acknowledge that you have read and understand the [Good Moral Character \(GMC\) and Licensure Policy](#).

PLEASE NOTE: If after you have submitted the Accelerated Nursing Admission Checklist you need to make changes or add additional information, do not submit an additional checklist. **INSTEAD SEND AN EMAIL TO admissions@stcc.edu. IN THE SUBJECT LINE PUT YOUR NAME-ACCELERATED NURSING ADMISSION CHECKLIST (i.e. John Smith- Nursing Admission Checklist). IN THE BODY OF THE EMAIL DOCUMENT THE ADDITIONAL INFORMATION YOU WOULD LIKE ADDED TO YOUR CHECKLIST. YOU CAN ALSO UPLOAD DOCUMENTATION TO THIS EMAIL.** For questions in regard to completing the Accelerated Nursing Program Admission Checklist, please contact the School of Health & Patient Simulation at 413-755-7477 or shps@stcc.edu.

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