Nursing (Licensed Practical Nurse/Paramedic/Surgical Technologist) Bridge Application Instructions

PLEASE READ ALL INSTRUCTIONS

Spring C Term Application Deadline: October 10th

Prerequisites must be completed before the October 10th Deadline

Step 1: Complete the attached Nursing (Licensed Practical Nurse/Paramedic/Surgical Technologists) Bridge Degree application form. Read the instructions and application requirements very carefully. This is a writable form and does not need to be printed out. Please save to your computer and fill out the form and save it back to your computer once you have completed the application. Before you email your application, please check all of your attached documents to make sure your application is complete and make any changes if necessary to your application before you submit it to healthapp@gwinnetttech.edu. If there is any missing information or documentation, we will reject your application. You will receive an email why your application and documentation was rejected. You will need to correct these items and return the application and all documentation.

Step 2: Review your Gwinnett Technical College Transcript to confirm that all prerequisites are accurately reflected. This will be attached to your email with your completed application.

To review and save to your computer your Gwinnett Technical College academic transcript:

- Log on to gwinnetttech.edu/dashboard/
- Click on "Student/Faculty Secure Area"
- User Name: FLLLLLLXXXX (F=first initial lowercase L=first 6 of last name lowercase XXXX= last four digits of student 900 number)
- Password: Enter default (gtcmmddyy) or your customized password).
- Click on "Student Services and Financial Aid"
- Click on "Student Records"
- Click on "Academic Transcript"
- Click on "Submit"

When you pull up your transcript in BANNER WEB, right click on the page, select print, and in the destination field, select "SAVE AS PDF." Save the transcript to your computer to attach to your email with your application.

*NOTE FOR APPLICANTS EXPECTING TRANSFER CREDIT: Applicants will need to be accepted into Gwinnett Technical College at least **4 weeks prior to the application deadline** to ensure that transfer credits have enough time to be evaluated and transferred in. The official evaluation process does not begin until a student is accepted and can take between 4-6 weeks. Once the official evaluation is complete, the credits that have been accepted will be transferred in and will show on your Gwinnett Technical College Transcript. If any pre-requisites have been taken at other institutions and are not reflected on your Gwinnett Technical College transcript 4-6 weeks after acceptance, *or* if you are accepted less than 4 weeks prior to the application deadline, please email the Healthcare Team at HealthTeam@GwinnettTech.edu.

Step 3: **Schedule an appointment to take the Kaplan Exam.**

- **The Kaplan exam must be completed prior to the October 10th Nursing (LPN/Paramedic/Surgical Technologists) Bridge Application deadline and must be taken at Gwinnett Technical College on the Lawrenceville or Alpharetta-North Fulton campus. Exams taken at other testing centers or college locations will not be accepted.**

- **The Kaplan Exam is offered by appointment only.** To schedule a testing appointment, go to Kaplan Admissions Test- https://www.kaptest.com/nclex/partner/-gwinnett-tech-college.

- **Follow the enrollment steps to register your account. Then, you will need to also register with the school to take the Kaplan Admissions Test at their specified date/time and testing location.**

- **Registration for the Kaplan Exam is done on line at the Gwinnett Technical College Assessment Center page, which can be accessed using the following web address: gwinnetttech.edu/programs/assessment-testing-center/**

- **Payment for proctoring the exam is completed at registration for the exam through RegisterBlast.**

- **Gwinnett Technical College allows competitive health candidates to take the Kaplan exam a maximum of 2 times per application cycle (10-11-2023 thru 10-10-24). Students must wait a minimum of 30 days between Kaplan Exam testing dates. The highest Kaplan score obtained from Gwinnett Technical College will be accepted. Applicants must score at least 70% to apply to the Nursing Bridge program. The score results sheet must be attached to your application packet.**

Step 4: **Complete the Nursing Bridge Degree Application Form with all required information. Attach all required documentation to your email as separate documents.**

Be sure to attach a copy of your current:

- **Gwinnett Technical College unofficial transcript downloaded from gwinnetttech.edu/dashboard/- see instructions in Step 2.**
- **Kaplan Score Report - given to you at the end of your Kaplan exam.**
- **Driver's License (take a picture with your cell phone and attach as a JPEG).**
- **Permanent Resident Card - only if you are not a U.S. citizen.**
- **Current LPN or Paramedic or Surgical Technologist license that has not expired (take a picture with your cell phone and attach as a JPEG).**

Step 5:   Submit your completed application packet to the email address healthapp@gwinnetttech.edu no later than the **October 10th** application deadline. **If you would like to submit your application in person, you may do so by scheduling a QLess appointment with a Healthcare Enrollment Advisor on the Lawrenceville or Alpharetta-North Fulton campus.**

Your packet will be reviewed by an advisor for accuracy and completion before being submitted for processing. Incomplete application packets will not be accepted.

If your prerequisite GPA is below 3.0 and your Kaplan Exam score is below 70% you are not eligible to apply to the ADN Nursing Bridge program. Also, if your cumulative GPA is below 2.0, you cannot apply to the Nursing Bridge program. You must be in good academic standing.

If we find any errors with your application or incomplete applications, you will be emailed that your application has been rejected, and you will need to reapply to correct any errors found.

The Nursing Program will email you 4-8 weeks after the application deadline of October 10th to notify you that you have been accepted or denied into the Nursing Bridge program. Start checking your student email account every day after the application deadline of October 10th.

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Nursing (Licensed Practical Nurse/Paramedic/Surgical Technologist) Bridge Application Instructions

Spring C Term 2025 Cohort Deadline: October 10th

Please check the box that indicates your current licensed profession:

☐ **Licensed Practical Nurse** ☐ **Paramedic** ☐ **Surgical Technologist**

Please complete the Competitive Selection Application Form and attach all required documents. Neither the Competitive Selection Application nor supporting documentation will be accepted after the application deadline. Documents must be submitted as a complete packet and may not be submitted individually.

Applicant Information		
Student ID #:	_____ _____ _____-_____-_____ _____ _____	**Date Submitted:** __ / ___ / ___
Full Name:		
	Last	*First*	*M.I.*
Address:		
	Street Address	*Apartment/Unit #*
	City	*State*	*ZIP Code*
Home Phone:	(_____)_____- _____	**Cell Phone:** (_____)_____- _____
E-mail Address:		

==*Student must be currently enrolled in or accepted into Gwinnett Technical College to pursue admission to the Associate Degree Nursing Bridge program.*==

Please click on the boxes to reflect your answers below	YES	NO	N/A
1. Have you submitted an official transcript to Admissions from all colleges previously attended and Official Score Reports from College Board for any AP Credit obtained?			
2. Have you attached a copy of your Driver's license? **Cannot be expired.**			
3. Have you attached a copy of your Permanent Resident Card – only needed if you are not a U.S. Citizen. **Cannot be expired.**			
4. Have you attached copy of your current LPN or Paramedic or Surgical Technologist license? **Cannot be expired.**			

	HIGHEST OVERALL SCORE:	TEST DATE
5. Have you attached the KAPLAN exam results from GTC with a minimum score of 70% taken within the dates of (10/11/2023 – 10/10/2024)? **Please attach your Kaplan score report to your email.**	_____	/_____/____

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Gwinnett Technical College
Nursing (Licensed Practical Nurse/Paramedic/Surgical Technologist) Bridge Application

The Nursing (Licensed Practical Nurse/Paramedic/Surgical Technologist) Bridge program requires the following courses to be completed by the application deadline. Each course must be completed with a minimum grade of "C." In addition to earning a minimum grade of "C" in each course, **an overall GPA of 3.0 must be earned in the required prerequisite courses.** **A student may retake a course, but only the most recent attempt will be considered in the competitive selection process.**

Please identify where and when each course was completed and the letter grade attained. If you repeated a required course, **please list information related to the most recent attempt. Gwinnett Technical College must have an official transcript for each college previously attended or an official Score Report from CollegeBoard.org for any AP credits earned.** Please view your Gwinnett Technical College academic transcript through Self-Service BANNER Web to find the dates and grades for specific courses completed with Gwinnett Technical College.

*Course must be completed within five years of the competitive program file application deadline.

Required Course	College Where Completed	Semester Completed	Letter Grade Earned	Grade Points (Enter appropriate points from key to the right.)	Column A — Number of Credit Hours (Add hours from each class and enter total on line below)	Column B — Enter Product of last 2 columns (Multiply Grade points by number of credit hours)	Letter Grade Point Key
ENGL 1101					3		A = 4
MATH 1111					3		B = 3
PSYC 1101					3		C = 2
BIOL 2113*					3		
BIOL 2113L*					1		
BIOL 2114*					3		
BIOL 2114L*					1		
BIOL 2117*					3		
BIOL 2117L*					1		
				TOTAL:	21		

Enter total from Column B	÷	Enter total from Column A ___21___	=	Cumulative GPA
_____				___._____ ___

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Please place your initials next to each statement, signifying that you have read and understand
the following information, then sign and date below.

_____ I understand that all courses marked by an asterisk (*) in the list above must have been completed within 5
years of the application deadline. BIOL classes completed before the Fall Semester of 2019 will
be considered expired and must be re-taken or an exemption exam must be passed. Exemption
exam information: gwinnetttech.edu/programs/assessment-testing-center/

_____ I have attached an unofficial copy of my Gwinnett Technical College transcript which I have downloaded from
Gwinnetttech.edu/dashboard/ and I have confirmed all courses and grades listed above are accurately reflected
therein.

_____ I understand this application, along with all course information and supporting documents **(driver's license,
Permanent Resident card, if not a US Citizen, Kaplan Score report, and LPN/Paramedic/Surgical
T**echnologist license)** must be received by emailed to the healthapp@GwinnettTech.edu by the application
deadline. If you would like to submit your application in person you may do so by scheduling a QLess
appointment with a Healthcare Enrollment Advisor on the Lawrenceville or Alpharetta-North Fulton
campus**. I understand that incomplete packets will not be considered.**

_____ I understand that ENGL 1102, FYES 1000 (if not eligible for an exemption from this course), PSYC 2103, and
the Humanities Elective, **must be completed prior to the start of Spring C-Term 2025** to continue in the
Nursing (LPN/Paramedic/Surgical Technologist) Bridge program.

_____ I understand completion of prerequisite courses and meeting other minimum requirements does not
guarantee selection to the Nursing (LPN/Paramedic/Surgical Technologist) Bridge program, as there are a
limited number of seats available in the occupational and clinical courses. I understand candidate selection
is based on a competitive selection process.

_____ Please be aware that our partner clinical sites are requiring students to complete their COVID-19 vaccine series.
Each clinical site reserves the right to deny a student entry based on their own policies and procedures. If a
student does not have all required immunizations and tests, the student may have limited access to clinical sites,
which may delay or prevent program completion. As a result, successful completion of the program may not be
possible.

_____ I understand I must have a prerequisite GPA of 3.0 or higher and a Kaplan score of 70% or higher to apply to
the Nursing (LPN/Paramedic/Surgical Technologist) Bridge program by October 10th. **No exceptions are
allowed.**

Student Signature_____**Date** _____

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	Student has an active admissions file.		All previous transcripts have been received and prerequisites are transferred in accurately in SHATERM.
	Student is in good academic standing.		All prerequisite courses complete with minimum overall GPA of 3.0 or higher.
	Student has completed FYES 1000 with a "C" or higher or exempt.		Checked KAPLAN score in SOATEST and meets minimum score of 70%. Score report is attached. Kaplan taken between (10/11/2023-10/10/2024)
	Driver's License is attached and has not expired.		Unofficial Gwinnett Tech transcript is attached.
	Permanent Resident Card is attached and has not expired		Check to make sure the PSYC 2103, Humanities Elective and ENGL 1102 have been completed or will be completed by Summer semester. Check Yes or No below for each course.
	Current LPN or Paramedic or Surgical Technologist license is attached and has not expired.		PSYC 2103 – Yes [ ] No [ ] Humanities Elective – Yes [ ] No [ ] ENGL 1102 – Yes [ ] No [ ]

A-07/19/2024