



**Northeast Tech
Practical Nursing (PN)
FAQ Section**

Afton Campus *

Monday –Friday
8 am – 3:30 pm

Claremore Campus *

Monday – Thursday
8 am – 3:30 pm
Friday 8 am – 3 pm

Kansas Campus *

Monday – Tuesday
8 am – 9 pm
Wednesday – Thursday
8 am – 3:30 pm
Friday 8 am – 3 pm

Pryor Campus *

Monday & Thursday
8 am – 6 pm
Tuesday- Wednesday
8 am- 3:30 pm
Friday
8 am- 3 pm

*Hours may vary according to campus needs.

The Northeast Tech Practical Nursing Career Major is for adult students only. Applicants must be 18 years old and hold a high school diploma or a GED.

The Northeast Tech PN Program is approved by the Oklahoma Board of Nursing and accredited by the Oklahoma Department of Career and Technology Education (ODCTE).

While in the career major, you are a student practical nurse (SPN). You will receive a certificate of completion upon completion of the program. You are then eligible for the National Council Licensure Examination (NCLEX). When you pass the NCLEX exam you will be a Licensed Practical Nurse (LPN).

Northeast Tech PN Career Major uses a self-managed application process in which it is the applicant’s responsibility to submit all required documents to Northeast Tech in one complete packet.

Please ensure that documentation is returned to the campus of your choice.

Applicants may request that their applications be considered at more than one Northeast Tech campus with the understanding that they are expected to remain at the campus where they begin the PN Career Major.

Individualized Option Program

Northeast Tech PN Individualized Option Career Major admits students every 2-3 months, at the beginning of the month, if openings are available. Complete applications are accepted at any time. The student is required to be in the classroom or clinical a minimum of 20 hours per week. Additional hours are required at home to complete assigned work. Nursing theory is provided through courses, and students attend clinical rotations at a variety of clinical sites. The student meets with a facilitator (instructor) to determine a plan of study which must be completed within 15 months. This option is offered at the Claremore, Kansas and Pryor campuses.

Traditional Option Program

Northeast Tech PN Traditional Program Option is offered ONLY at the Afton campus. Students are admitted at the beginning of July and complete the program the following June. Students attend class from 8 am-3:30 pm daily. Additional hours are required at home to complete assigned work. Nursing theory is provided through courses, and students attend clinical rotations at a variety of clinical sites.

1. **Am I required to have prior higher education experience?**
No, it is not a requirement. However, it can add to your total points if you submit proof. Students are selected on a point system. Proof can be submitted by “official transcript”.
2. **What is the mandatory orientation?**
It is a meeting intended to provide information to you about the Practical Nursing Career Major. You must attend a meeting before you submit an application packet.
3. **Am I required to have any health-care related certificates?**
You must provide documentation of current certification as a Long Term Care Assistant (LTCA).
4. **Are there any prerequisites required?**
You must provide a certified transcript reflecting completion of a Medical Terminology course with at least a grade of a “C” and documentation of current certification as a Long Term Care Assistant (LTCA) or Certified Nurse Aide (CNA).
5. **What is the deadline for turning in an application?**
Complete applications may be turned in at any time.
6. **Can I apply at another campus?**
Please ensure that documentation is returned to the campus of your choice. Applicants may request that their applications be considered at more than one Northeast Tech campus with the understanding that they are expected to remain at the campus where they begin the PN Career Major.
7. **What type of CPR certification do you accept?**
Northeast Tech requires American Heart Association Healthcare Provider CPR/AED. Students must be certified for the entire length of the program.
8. **How do I know if I pay “In-District” or “Out-of-District” Tuition?**
In-District includes:
Craig County
Delaware County
Mayes County
Rogers County
Ottawa County
Tulsa County
9. **When is my tuition due?**
A substantial down payment is required on or before your first day of class if you have not been awarded financial aid. Payment arrangements must be made with the business office for the remainder of the balance.
10. **Where can I obtain Financial Aid assistance?**
Contact the Financial Aid Coordinator for assistance at (918) 825-7040. To receive Financial Aid from PELL, the student must be pursuing a certificate from Northeast Tech, and must be making satisfactory academic progress, as well as meet other qualifying criteria.
11. **What is the Test for Adult Basic Education (TABE) test?**
The TABE provides an objective measurement of your critical reading ability and mathematics skills and compares your ability against the level of mastery required for success in the nursing program.
12. **When is the TABE test offered?**
The TABE test is offered through the Adult Education office at various times on each campus. You will need to call the Adult Education office to set up a testing time. Space is limited. Testing takes approximately 3 hours. The cost is \$35 cash or credit card payment at the time you schedule your test. This is non-refundable.
13. **Where can I get a study guide for the TABE?**
You can go to the Northeast Tech website www.netech.edu and click “Student Lounge”. Under the heading Student Resources you can click on “TABE Testing” for a review of the test.
14. **Do I have to make a certain score on the TABE?**
You must score a 10.0 or above on both Reading and Math before you submit your application.
15. **How often can I take the TABE?**
You may retake the TABE 30 days after your first testing session. If you still fail to score the 10.0 in both the reading and math sections you must take a remediation course and

wait three months to retest. A \$35 cash or credit card non-refundable fee is required for each testing session.

16. Can I use my TABE scores from an institution other than Northeast Tech?

Possibly. Please contact the Academic Resource Center to verify that the test is the same test used at Northeast Tech. You are responsible for providing Northeast Tech with an “official” score sheet from the testing facility. The score sheet must verify that the test is the full battery TABE Level 9/10.

17. When will I know my TABE scores?

You will receive your scores the day you test. A copy will be issued to turn in with the application packet.

18. Can I use my ACT scores?

An ACT score of 17 or higher in math and reading may be submitted in place of the TABE test.

19. What are clinicals?

You will receive hands-on training at various clinical sites including, hospitals, doctors’ offices, nursing homes, etc.

20. Is transportation available to the clinical sites?

No, you are responsible for your own reliable transportation to each clinical site.

21. What will I learn in the PN Program?

The program will include:
Concepts of Nursing
Anatomy & Physiology

Fundamentals of Nursing
Pharmacology
Intravenous Therapy Skills
Medical Surgical Nursing
Pediatric Nursing
Maternal/Child Nursing
Mental Health Nursing
Transition to Practice

22. How is the individualized option program structured?

A variety of learning methods are utilized, including: lecture, discussion, laboratory skills, audio-visual, reading, reference materials, study guides, written assignments, etc. All students will be assigned to an advisor who will provide guidance throughout the PN Program.

23. Does the Northeast Tech PN Program drug test their students?

Yes, you must submit to a drug/alcohol screening before you can attend PN Orientation on the first day of class. Students are also required to submit to routine, random and reasonable suspicion drug testing throughout the program. Specific instructions are provided in the acceptance packet.

24. Are there other requirements to be completed before entering the PN Program?

Once acceptance has been finalized with a telephone call from NTC, a packet will be mailed to the student with a letter of conditional acceptance and documents containing additional requirements.

25. Whose responsibility is it to make sure my file is complete?

The responsibility rests solely with you. Northeast Tech uses a self-managed application process in which you, the applicant, are responsible for the submission of all transcripts, forms, fees, and other documentation to Northeast Tech in one complete packet.