



Application Checklist

Bridged Registered Nursing Program

Fall 2024/2025 Application

Deadline: July 1, 2024

☐ **APPLY TO WESTERN DAKOTA TECH:**

- Prior to applying to the Bridged Registered Nursing program, students must gain acceptance into WDT – Allied Health.
- The College application can be completed online: [Admissions Application](#)

☐ **SUBMIT COLLEGE TRANSCRIPT(S):** Submit official College Transcripts to Western Dakota Tech, ATTN: Admissions

☐ **COMPLETE GENERAL EDUCATION COURSES: (Students are required to have a 'C' or better)**

The following courses must be completed or in progress at the time of application to the Bridged Registered Nursing program:

- CHEM106/106L Chemistry Survey and Chemistry Survey Lab
- MICR231/231L General Microbiology and General Microbiology Lab
- MATH114 College Algebra
- CMST101 Fundamentals of Speech
- SOC100 Introduction to Sociology

The following items must be completed and turned into the Nursing Department for your application to be considered:

☐ **DEPARTMENT APPLICATION FOR THE BRIDGED REGISTERED NURSING PROGRAM.**

- The application for the Bridged Registered Nursing program must be hand-delivered to the Nursing office (W131), emailed to nursing@wdt.edu, or mailed to: WDT Nursing Department, ATTN: Nursing Administrative Assistant
- Bridged Registered Nursing Application: <https://www.wdt.edu/degree-programs/registered-nursing>

☐ **CURRENT LPN LICENSE:**

- Current LPN License in the state of South Dakota, or license from nursing compact state along with any disciplinary documentation. <https://www.nursys.com>

☐ **HESI LPN- ADN ENTRANCE EXAM:**

- \$65 fee per attempt
- HESI is administered monthly, except July & December. Call 605.718.2419 to get scheduled.
- Student can attempt the HESI twice per application period.
- A computer-based calculator will be available during the exam

☐ **DOCUMENTATION OF PAID HOURS AS AN LPN:**

- Minimum of 750 hrs. of paid worktime within last 3 years.
- Clinical hours or hours with a preceptor while in school do not count as work experience.
- Documentation of Paid Hours form is located on WDT's RN website:
<https://www.wdt.edu/assets/docs/uploads/degree-programs/registered-nursing/verification-of-hours.pdf>

☐ **WORK REFERENCE FORMS:**

- A supervisor needs to complete the reference form.
- A co-worker needs to complete the reference form.
- Reference forms must be returned to the nursing department in a sealed envelope with a signature from the supervisor/co-worker over the seal.
- Work Reference form is located on WDT's RN website:
<https://www.wdt.edu/assets/docs/uploads/degree-programs/registered-nursing/registered-nurse-degree-work-reference-form.pdf?v=04-25-2019>

- ☐ **IMMUNIZATION REQUIREMENTS:** All documents must show record of complete immunization or prove immunity through a titer. All documents must be submitted to Compliance Tracker order.

There is a \$41.99 fee. <https://portal.castlebranch.com/WF75>

- Hepatitis B Series
- Annual TB Test
- Tdap
- Varicella (Chicken Pox)
- COVID-19
- Annual Flu Shot

☐ **CPR CERTIFICATION:**

- Upload a copy of current American Heart Association Healthcare Provider BLS CPR certification to <https://portal.castlebranch.com/WF75>.
- Certifications are verified through <https://ecards.heart.org/student/myecards>.
- CPR courses are available through WDT's Corporate Education Department: <https://www.wdt.edu/corporate-education-center/cpr-classes/>

- ☐ **DRIVER'S LICENSE:** Provide a copy of a current driver's license.

Below Items Are To Be Completed After Acceptance Into The Program

☐ **BACKGROUND CHECK:**

- Complete a background check through <https://portal.castlebranch.com/WF75>. There is a \$50.00 fee to submit your background request. Results will be sent directly to WDT. Package Code: **WP56bg**
- Background checks must be ordered within 1 week of acceptance into the program. Failure to complete your order on time, could result in loss of seat in Nursing program.
- Copies of the report are not required.

☐ **DRUG TEST:**

- Complete a drug test through <https://portal.castlebranch.com/WF75>. There is a \$45.00 fee to request a drug test. Package Code: **WP56dt**
- Drug Test must be ordered within 1 week of acceptance into the program. Failure to complete your order on time, could result in loss of seat in Nursing program.
- Copies of the test are not required.

Note: If you are or have been convicted, pleaded guilty or no contest to, or received a suspended imposition of sentence for a felony or certain misdemeanors, you are advised that you may not be able to complete all course requirements for your chosen program, you may be prevented from taking required certification/licensure examinations in your chosen program field, and you may be prevented from gaining employment in your program field.

Clinicals, practicums, and internships may include, but are not limited to, differential shifts (evenings, nights, weekends, and holidays) to meet industry expectations. This may require travel outside the Rapid City Area.

Any of the following MAY prevent an applicant's acceptance into the RN program:

- History of discipline on a Board of Nursing issued license or certificate.
- Current enrollment in the Health Professional Assistance Program (HPAP), in South Dakota or similar programs in other states
 - If currently enrolled, applicant must submit a signed release for the Nursing Program Director to discuss status with HPAP personnel
- Course history of repeating more than one science prerequisite
- Course history of repeating more than one previous nursing course
- History of attending more than two previous nursing programs

All admissions will be decided on an individual basis by the Registered Nursing Admissions Committee.