

Title: Pre-admission Requirement for Conditionally Accepted Applicants

Policy No.: APG 1.5

Date: 7/2/08 Rev.:

Areas Affected: All BSMSON Faculty & Students

Page 1 of 1

**POLICY STATEMENT:**

Submit a non-refundable matriculation fee within 30 days of conditional acceptance into the program.

Attend Curriculum Planning meeting to enroll in nursing class.

Submit required paperwork by deadlines in order to process the following:

- Virginia Child Protective Services
- Criminal Background Check
- FBI Fingerprinting Check

Complete Pre-Entrance Health Screening/Assessment with Bon Secours Employee Wellness which includes drug screening, color blindness testing, and respiratory mask fit testing.

Submit required documentation including Information Form, proof of Health Insurance, copy of Social Security Card, and copy of CPR card.

Complete FAFSA, if applicable.

Submit any outstanding transcripts for review.

Submit signed "Enrollment Agreement".

Attend New Student Orientation.

Reference Policy # \_\_\_\_\_

**Approved by:**

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_____	CEO _____	

Signature _____	Title _____	Date _____
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**Approval History:**

Committees and Dates:  
APG – Reviewed 10/26/09  
Faculty Forum –  
Faculty Organization -