



Dear Applicant,

Thank you for your interest in the Practical Nursing program at Edmonds College! Please read the application materials carefully. This packet is for informational purposes only and should be kept for your records. The actual application and supporting documents can be accessed via a Canvas Course ([Online learning at Edmonds College](#)). Once you confirm your application to Edmonds College with our Program Navigator, you will be added to this course to begin the application process.

Applications and supporting documents will be accepted until **5 pm on Friday, June 20, 2025**. Following initial review of applications, those who meet the minimum requirements will be invited to schedule a time to write a proctored essay on Zoom. You can expect to be notified whether or not you are invited to write an essay by **Saturday, July 5, 2025**. Following essays, you will be notified of your admission status by **Saturday, August 9, 2025**.

Thank you for applying to Edmonds College's Practical Nursing program! If you have questions about the program or application process, please contact nursingapplications@edmonds.edu. We wish you all the best in this process and hope to see you soon.

Sincerely,

Kyra McCoy, MSN, RN, CNE
Director of Nursing
Edmonds College



Application Checklist

Please note: the Application Checklist is for your information only. Please do not submit this form to the program.

Item	Date Completed
1. Complete the prerequisite courses listed under “Admissions Criteria” on page 3.	
2. Have at least six months of direct patient care experience that will be verified in the application process.	
3. Read the “Admissions Criteria” on page 3 and “Holistic Scoring System” on page 4.	
4. Apply to Edmonds College by visiting our website at https://www.edmonds.edu/getting-started/ .	
5. Request access to the PN Application Canvas Course by contacting Nursing Program Navigator, Julia Erickson, at nursingapplications@edmonds.edu .	
6. Complete information and upload supporting application documents to the Canvas course (Online Learning Edmonds College).	
7. Be sure all information is accurate and documents have been received via the Canvas course by the deadline at 5 pm on Friday, June 20, 2025 .	
8. Be available to schedule a proctored essay on Zoom as the next step in the application process. <i>Tentative dates for essays are July 14-25, 2025.</i>	



Admissions Criteria

Individuals applying the Practical Nursing (PN) program must meet these admissions requirements by the application deadline:

- Completed 35 pre-nursing prerequisite courses with at least a 2.5 cumulative GPA, and no less than a 2.0 (C) in any one course, including:
 - BIOL& 211 - Majors Cellular Biology w/ Lab, 5 credits*
 - BIOL& 241 - Human Anatomy and Physiology I w/ Lab, 5 credits**
 - BIOL& 242 - Human Anatomy and Physiology II w/ Lab, 5 credits***
 - CHEM& 121 - Intro. to Chemistry w/ Lab, 5 credits
 - ENGL& 101 - English Composition I, 5 credits
 - MATH& 146 - Intro. to Statistics, 5 credits
 - PSYC& 100 - General Psychology, 5 credits

*can substitute BIOL& 160 - General Biology w/ Lab, 5 credits
**can substitute BIOL& 231 - Human Anatomy w/ Lab, 5 credits
***can substitute BIOL& 232 - Human Physiology w/ Lab, 5 credits

If you earned your credits out of state, internationally, or they are not 'common course numbered' like the courses listed above, you need to have copies of your unofficial transcript(s) reviewed by Nursing Program Navigator, Julia Erickson, by sending them to nursingapplications@edmonds.edu before you apply.

- Can verify at least six months of direct patient care experience. This can include work as a CNA, MA, Patient Care/ER Tech, home healthcare aide, Acute Care Nursing Assistant, among others.

Your application will include the following supplemental documents that will be submitted electronically using the PN Application Canvas course:

- Copies of unofficial transcripts from all institutions where credit has been previously earned
- Results from the ATI TEAS exam, or applicable test (NLN-NEX or PAX, HESI)
- Optional: proof of valid healthcare provider certificate or license, or military service

Failure to complete all sections of PN Canvas Course, and/or not uploading or returning copies of the supplemental documents that verify your eligibility for the program will mean your application is incomplete and will not be considered for the upcoming cohort.



Holistic Scoring System (new!)

Students will be selected using a holistic admission scoring system (see below) that incorporates several components of the applicants eligibility. Students with the highest overall scores will be invited to join the upcoming Fall 2025 cohort. A waitlist of potential applicants will be compiled and ranked in order of highest to lowest scores. If an accepted applicant declines entry to the program, then the first person on the waitlist is selected. Students who are not offered a spot in the 2025 cohort after the first week of the quarter will be expected to reapply for the next admission cycle.

<u>Point Category</u>	<u>Points Possible</u>	<u>Point Breakdown</u>	<u>Points Awarded</u>
Cumulative GPA for prerequisite courses: <ul style="list-style-type: none"> ● BIOL& 160/211 ● BIOL& 241 ● BIOL& 242 ● CHEM& 121 ● ENGL& 101 ● MATH& 146 ● PSYC& 100 (verified with unofficial transcripts)	Minimum cumulative GPA for admission is 2.50 Maximum points possible=40	Cumulative prerequisite GPA x 10	
Degree Awarded: <ul style="list-style-type: none"> ● Associates ● Bachelors ● Masters (verified with unofficial transcript)	10 points for completion of an associates degree or higher	10 points	
TEAS Exam: <ul style="list-style-type: none"> ● Developmental (0-40.7%) ● Basic (41.3-58%) ● Proficient (58.7-77.3%) ● Advanced (78-90%) ● Exemplary (90.7-100%) (verified with ATI TEAS transcript)	Like to see scores in Proficient range; to get a score, divide overall score in half and then round to the nearest whole number Maximum points=50	50 points	
Patient Care Experience: <ul style="list-style-type: none"> ● MA (Medical Assistant) ● NAC (Nursing Assistant Certification) ● Military Med. Corpsman ● Paramedic/EMT ● HCA (Home Care Aid) ● Other approved experience (verified with license and/or Employment Verification Form)	Maximum points possible=5 Points only given for one licensure	5 points MA 5 points NAC 4 points Military Med. Corp. 3 points Paramedic/EMT 2 points HCA 2 Other experience	

<p>Experience Time (above licensure):</p> <ul style="list-style-type: none"> • 6-12 months • 1-2 years • 2-5 years • 5+ years <p>(will verify license during application process)</p>	<p>Minimum 6 months patient care experience required for admission</p> <p>Maximum points=20</p>	<p>5 points 6-12 months 10 points 1-2 years 15 points 2-5 years 20 points 5+ years</p>	
<p>Professional Recommendations:</p> <ul style="list-style-type: none"> • Recommendation #1 • Recommendation #2 <p>(Professional Recommendations required for all applicants)</p>	<p>Two Professional Recommendation forms required to be returned to complete application</p>	<p><i>Application is incomplete if two forms are not completed/returned to program by Professional Recommendation contacts</i></p>	
<p>Proctored Essay:</p> <ul style="list-style-type: none"> • Scored independently by members of the Faculty Admissions Committee <p>(completed after minimum application requirements are met)</p>	<p>The essay rubric has 55 possible points applicants can earn</p>	<p>55 points</p>	
<p>Veterans Preference</p> <ul style="list-style-type: none"> • Active or previous military service <p>(verified with credential and/or ctcLink)</p>	<p>5 points for Veteran Status</p>	<p>5 points</p>	
<p>World Language Fluency:</p> <ul style="list-style-type: none"> • Applicant has attested that they can read, speak, and/or write fluently in a language other than English <p>(verified with attestation on application)</p>	<p>5 points for fluency in a foreign language or ASL</p>	<p>5 points</p>	
<p>Financial Need or 1st Generation College Student:</p> <ul style="list-style-type: none"> • Qualification for state or federally awarded financial aid • Programs include BFET, TANF, Opportunity Grant, Worker Retraining, Pell Grant, WASFA, Washington State Need Great <p>(verified with FAFSA/WAFSA or other accepted letter)</p>	<p>5 points with verified award letter dated within the last 12 months OR Attestation of 1st generation status</p> <p>Points only given for one designation</p>	<p>5 points</p>	
<p>All 7 Prerequisite Courses Completed at Edmonds College</p> <p>(verified with transcript)</p>	<p>5 points if all 7 prerequisite courses were completed at EC</p>	<p>5 points</p>	
<p style="text-align: right;">Total:</p>		<p>200 points possible</p>	



Proctored Essay Scoring Rubric

Applicants who meet the minimum requirements by the application due date will be invited to write a proctored essay on Zoom. The purpose of this essay is to see a sample of your writing, to see how well you can read and follow directions, and to verify your computer skills. You will need a personal computer or laptop with a camera and an internet/wi-fi connection that can stream Zoom. Additionally, you will need an application like Microsoft Word, Google Docs, or a similar word processing program to write your essay.

**Specific topic/question for the essay will not be revealed to applicants until right before they write the essay*

	5 Accomplished	4 Competent	3 Basic	2 Emerging	1 Ineffective	Score
Critical Thinking	Personal perspective takes into account other viewpoints by comparing and contrasting.	Perspective takes into account the complexities of the issue but uses little contrast.	Perspective considers different sides of the issue in a basic way.	Personal perspective is stated.	Does not state own perspective in describing the issue	
Organization	The question is answered clearly and addresses the main point—purposeful organization, strong paragraphs, and overall coherence; engaging intro and logical conclusion.	The essay states a focused main idea. Its unified paragraphs are arranged logically, with clear topic sentences and some transitions. The introduction leads readers into the paper, and the conclusion summarizes or brings together ideas.	The essay establishes a general topic but strays from the main idea. It has paragraphs, but lacks cohesion between ideas. The introduction and conclusion are on-topic.	The essay is unclear or slightly off-topic. The ideas are somewhat organized, but the paragraphing is not effective or doesn't follow the assignment. The introduction and conclusion are attempted, but they are underdeveloped or off-topic.	Lacks a clear answer for the topic. Little or no paragraphing is used.	
Sentences	It uses a variety of sentence structures, precise vocabulary, and a consistent academic tone. Grammar, punctuation, and spelling do not detract from understanding.	The sentences are clear, with appropriate academic vocabulary; there are few grammar or punctuation errors (none that interfere with comprehension).	Sentences are usually clear but lack variety or precision; occasional grammar or punctuation errors disrupt flow but rarely interfere with comprehension.	Sentence or word choice errors frequent and/or often interfere with understanding; voice may be somewhat inappropriate for an academic context.	Sentence or word choice errors seriously interfere with understanding; voice is noticeably inappropriate for an academic context; paper formatting may be messy.	

Ability to Self-Reflect	Envisions a future self whose plans are based on diverse past experiences and challenges overcome. Demonstrates accountability for actions.	Evaluates changes in own learning over time and recognizes dependent factors. Gives limited examples of accountability.	Articulates strengths and challenges and demonstrates increased self-awareness, but examples are somewhat unclear.	Describes own performances with general descriptors of success and failure. Examples are vague.	Does not demonstrate understanding of self by describing successes and failures with examples.	
Perseverance	Demonstrates overcoming an obstacle with consideration of future impact and evidence of personal growth.	Demonstrates overcoming an obstacle with consideration of future impact	Overcoming an obstacle focuses primarily on personal gain	Examples are general or vague	Fails to give an example of an obstacle or problem they faced	
Total	<i>Total multiplied by 2 for a maximum score of 50.</i>					

Computer Skills	1	0
Able to locate, open, and use MS Word/Google Docs/other word processing programs		
Saves and emails file independently in required file format (docx, pdf, rtf)		
Names file according to directions		
The finished document is easy to follow and formatted properly		
Completes essay and submits in the time allotted		
Total for Computer Skills (out of 5)		



Certificate Requirements

When students complete the Practical Nursing program, they will have earned an 80 credit professional-technical certificate. They are admitted with 35 prerequisite credits that become a part of their PN certificate, and earn an additional 45 credits in the program.

PN Program of Study:

PN- Part Time Study		Overview	Credits
Year 1	Quarter 1 Fall	NURS 115 - Nursing Foundations (CD) NURS 117 - Nursing Foundations Lab/Clinical	4 cr 4 cr
	Quarter 2 Winter	NURS 120 - Medical/Surgical Nursing I (CD) NURS 122 - Medical/Surgical Nursing Lab/Clinical I	4 cr 4 cr
	Quarter 3 Spring	NURS 144 - Medical/Surgical Nursing II NURS 145 - Medical/Surgical Nursing Lab/Clinical II	4 cr 4 cr
Year 2	Quarter 4 Fall	NURS 148 - Family Nursing NURS 149 - Community Lab/Clinical	3 cr 4 cr
	Quarter 5 Winter	NURS 153 - Mental Health Nursing NURS 154 - Medical/Surgical Nursing Lab/Clinical III	3 cr 4 cr
	Quarter 6 Spring	NURS 160 - Transition to Practice NURS 161 - Medical/Surgical Nursing Preceptorship	3 cr 4 cr
		Total Nursing Credits:	45 cr

PN Certificate Distribution:

General Education Requirements (17 credits)				
Communication Skills (5 credits)	Credits	Grade	Qtr. Taken	College
ENGL& 101 - English Composition	5			
Human Relations Skills (7 credits)	Credits	Grade	Qtr. Taken	College
NURS 160 - Transition to Practice	3		Spring	WA230
NURS 161 - Medical Surgical Nursing Preceptorship	4		Spring	WA230
Quantitative Analysis/Symbolic Reasoning Skills (5 credits)	Credits	Grade	Qtr. Taken	College
MATH& 146 - Introduction to Statistics	5			

Distribution Requirements (25 credits)				
Natural Sciences and Mathematics (20 credits)	Credits	Grade	Qtr. Taken	College
CHEM& 121 - Introduction to Chemistry w/ Lab	5			
BIOL& 211 - Majors Cellular w/ Lab*	5			
BIOL& 241 - Human Anatomy and Physiology I w/ Lab**	5			
BIOL& 242 - Human Anatomy and Physiology II w/ Lab***	5			
Social Sciences (5 credits)	Credits	Grade	Qtr. Taken	College
PSYC& 100 - General Psychology	5			

Program Requirements (38 credits)				
Courses	Credits	Grade	Qtr. Taken	College
NURS 115 - Nursing Foundations: CD	4		Fall	WA230
NURS 117 - Nursing Foundations Clinical and Lab	4		Fall	WA230
NURS 120 - Medical Surgical Nursing I: CD	4		Winter	WA230
NURS 122 - Medical Surgical Nursing Clinical and Lab I	4		Winter	WA230
NURS 144 - Medical Surgical Nursing II	4		Spring	WA230
NURS 145 - Medical Surgical Nursing Clinical and Lab II	4		Spring	WA230
NURS 148 - Nursing Care of Families	3		Fall	WA230
NURS 149 - Community Nursing Clinical and Lab	4		Fall	WA230
NURS 153 - Mental Health Nursing	3		Winter	WA230
NURS 154 - Medical Surgical Nursing Clinical and Lab III	4		Winter	WA230

*can substitute BIOL& 160 - General Biology w/ Lab, 5 credits

**can substitute BIOL& 231 - Human Anatomy w/ Lab, 5 credits

***can substitute BIOL& 232 - Human Physiology w/ Lab, 5 credits



General Information:

1. Participating in this program involves practice in a healthcare agency and requires appropriate medical and background clearances. Applicants must meet all legal requirements and standards of institutions where clinical experiences occur. A criminal background check is not required with your application; however, upon admission to the PN program, a current background check that includes a search of the National and Washington State Criminal Database will be required through Castlebranch (*further information will be provided once the applicant is admitted*).
2. Students must also provide all current immunizations and TB clearance before the start of the 2025 Fall Quarter (*September 22, 2025*). Please note that immunization for COVID-19 is required to attend clinical practice at almost all of the facilities used by our program. Facilities may or may not accept exemptions, and the school has no control over this. There is a legally required number of clinical hours to be licensed in WA, so if you cannot attend clinical, you cannot be licensed.
3. Students must also obtain the American Heart Association BLS Healthcare Provider CPR certification. This course, AHE 115, is offered at the college several times a quarter and must be completed before clinicals.
4. Students must be able to provide their transportation to clinical facilities. Clinicals will be located in south Snohomish County and north King County. The in-person commitment is at least one day a week, either on campus in Lynnwood or in the community for clinical practice.
5. Students are strongly encouraged to purchase a personal computer, tablet, or laptop with Microsoft or Google applications installed. Please note that not all tablets work well with all of the software and internet applications we use in the program. Adobe Reader software may also be necessary, and some technology resources are available to students on campus. You will also need stable access to the internet/Wi-Fi and the ability to stream Zoom for weekly online classes.
6. Students are required to have malpractice insurance for clinical. The college provides this, and the fee is added to the cost of tuition and billed by the college. Students are also encouraged to have accident/health insurance.
7. Despite being a part-time program, students should expect to spend at least 2-3 hours per credit per week studying and completing assignments *outside* of class and lab/clinical time. This makes the time commitment for the program, at minimum, 30-40 hours per week.
8. To progress in the practical Nursing program each quarter, students must complete all courses with at least 80% (B). Once students complete the program, they will be eligible to take their national licensing exam and prepare to apply for an LPN to RN Bridge Program.

9. Official, sealed transcripts must be submitted to the Edmonds College Credentials department within three weeks of notification of admission to the PN program, or the admission offer may be rescinded. You can usually request copies from the National Clearinghouse, and do not recommend having them sent electronically. Edmonds College cannot accept transcripts electronically from all institutions. We recommend requesting physical copies by mail to ensure your transcripts are sent on time and received by Credentials.

10. International students are not eligible to apply. Students with an international transcript (i.e., from schools outside the United States and territories) must get an official course-by-course report completed by an independent credentials evaluation service agency. The report must examine your international educational/academic records to determine whether U.S. standards can be used. It is essential to get a course-by-course translation report (rather than a document-by-document translation) to ensure we receive the correct information. Before you apply send this report to the Nursing Program navigator, Julia Erickson, for review at this address: nursingapplications@edmonds.edu

Equal Opportunity Statement

The college provides equal opportunity in education and in employment per state and federal law. The college prohibits discrimination against any person due to race, color, religion, national origin, sex (gender), disability, sexual orientation, age, citizenship status, marital status, veteran status, or genetic information. For questions about our nondiscrimination policy or gender equality and athletic teams, contact Kathy Smith (Title IX and Section 504 Coordinator/Investigator); Clearview Building, Room 122B; kathy.smith@edmonds.edu, 425.640.1814.

Nondiscrimination Statement

Edmonds College does not discriminate on the basis of race; color; national origin; sex; disability; age; religion; sexual orientation; citizenship, marital, or veteran status; or genetic information in its programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: Kathy Smith (Title IX and Section 504 Coordinator/Investigator); Clearview Building, Room 122B; kathy.smith@edmonds.edu, 425.640.1814.



Employment Verification

To verify that applicants have at least six months of direct patient care experience, we will request the following information during the application process:

1. Name and position of the person who can verify your employment in direct patient care. This should be a supervisor or HR representative who oversaw your work.
2. Please provide an email address where they can be easily reached to complete a simple Google Form that will be part of your application.
3. Your position/title and dates of employment that we are verifying.

You will have the ability to provide information for multiple employers if needed.

Professional Recommendations

To ensure you are prepared to be successful in a part-time nursing program, we will ask you for contact information for at least two people who can provide you with a professional recommendation. They should be a supervisor or experienced coworker who is familiar with your work in patient care. We will ask for their name, the facility where you worked together, their position/title, the length of time they have known you in your role, and a personal email address so we can easily reach them to complete a simple Google Form that will be a part of your application. This form will ask them about your professional behaviors such as clinical competence, communication skills, interpersonal skills, attitude, personal responsibility, and integrity.



Estimated Program Expenses

There are expenses associated with applying to the Practical Nursing (PN) program, as well as being admitted to the program. All applicants are strongly encouraged to complete the FAFSA/WASFA in addition to their PN application. Some expenses can be covered by Financial Aid (if you qualify), but others will need to be covered out of pocket to get started in the program:

- **Application expenses:** ATI TEAS Exam (about \$120)
- **Admission expenses:** copies of official transcripts (about \$5-\$20), immunizations (depends on insurance), uniforms (about \$50-100*), Castle Branch background checks and Compliance Tracker (about \$175-200, subject to change), and additional nursing school supplies such as tennis shoes, a backpack, and/or a watch (about \$50-100)
- **Tuition and Program Fees (based on 2024-2025 tuition rate and fees):**

Quarter	# of Credits	Cost for Credits (resident)	Cost for Fees**	Total for Quarter (resident)***
Qt 1: Fall	8	\$1,020.72	\$523.00	\$1,543.72
Qt 2: Winter	8	\$1,020.72	\$523.00	\$1,543.72
Qt 3: Spring	8	\$1,020.72	\$523.00	\$1,543.72
Qt 4: Fall	7	\$893.13	\$523.00	\$1,416.13
Qt 5: Winter	7	\$893.13	\$523.00	\$1,416.13
Qt 6: Spring	7	\$893.13	\$523.00	\$1,416.13
Totals:	45	\$5,741.55	\$3,138	\$8,879.55

*Students will be expected to purchase their own uniforms. Uniforms are navy blue scrubs and a polo shirt. Uniform tops will be embroidered with the college logo and student's name. All uniform costs are paid for by the students. You will receive more information about this process once admitted.

**Fees are for online resources, lab equipment and supplies, and malpractice and liability insurance. To check for additional fees you will incur, please refer to the college's [tuition/fees webpage](#).

***Non-resident tuition and fee estimates available on the PN program website: edmonds.edu/lpn.