



National Park College
101 College Drive
Hot Springs, Arkansas 71913
(501) 760-4290 or (501) 760-4160

RN Application Process

1. Complete college admissions by clicking on “APPLY”. Clicking on APPLY and completing the college admissions process is not applying to the nursing program. Make sure your official high school and college transcripts are submitted to the admissions office.
2. Register to attend one of the Mandatory RN Admissions meetings. There are several options and you need only attend one. Registration closes 24 hours prior to the meeting. Attendance is mandatory. Files will be considered incomplete if the applicant does not attend a mandatory meeting and meet with the nursing faculty advisor. You may or may not receive a confirmation e-mail regarding your registration to the mandatory meeting—you may contact the division secretary to check status at 501.760.4290. Registration is available from the nursing web page: <https://np.edu/academics/nursing-division/nursing-meetings.aspx>
3. Attend one Mandatory RN Admissions meeting. A copy of your unofficial transcript is required in order to meet with a nursing faculty advisor!
4. Meet with assigned nursing faculty advisor following the meeting. A nursing faculty will contact you to schedule an appointment; if you have not heard from your faculty advisor within 5 business days, please contact the division administrative assistant at 501-760-4290. (a nursing advisor is assigned once you register and attend meeting!) The faculty advising meeting will include:
 - a. Review unofficial transcript for completed and current coursework to evaluate status of pre-requisite and requisite requirements.
 - b. You may submit your nursing program application and obtain the signature of the nursing faculty advisor on the “application attachment” completed at advising meeting.
 - c. Verify your file is complete.
 - d. Ensure that you have registered or will register for the TEAS entry exam.
5. Complete RN Application. All official college transcripts must be on file with the registrar. You may submit your application the day that you meet with your nursing faculty advisor. *Incomplete/late applications will not be considered for admission.
6. After you have completed #1-5 above you may pay for and schedule the ATI TEAS entrance exam (Test of Essential Academic Skills). Print invoice from nursing web page: <https://np.edu/academics/nursing-division/nursing-admissions.aspx> Pay for the exam by taking the invoice to the NPC Business Office then bring the receipt of payment to the nursing secretary and schedule the date for your exam. Cost of the ATI TEAS test is \$65*. This exam is a requirement for nursing admissions. **TEAS scores are valid for 2 years.**
7. Bring your TEAS receipt to the nursing secretary and register for one of the available testing sessions held by the Division of Nursing. Advising will be available following the testing. Applicants must score a minimum of 59.3% on the TEAS test for consideration in the RN Program. If you register to test and fail to attend, there will an additional \$20 charge to reschedule. If you absolutely cannot test on one of the Division dates, contact the nursing division secretary for directions.
 - a. To take the TEAS test, you must create an account. **After registering with the nursing secretary and prior** to your test date, please go to the “How to Create a New TEAS Account link provided on the nursing program admissions page. When creating your ATI account you **MUST remember your user name and password. Please write down your user name and password on the green card given to you when you scheduled the date of your exam with the nursing secretary. This card is required to enter the test! DO NOT PAY ONLINE FOR EXAM.**
 - b. Study resources are available and included here for your convenience. Study guides are also on reserve at the NPC library: **Study guide** (ATI TEAS) - can be purchased through **amazon.com** and through ATI at **atitesting.com** Or **Online TEAS® Tutor**: designed to help you learn TEAS exam content to ensure you score your highest using an immersive e-learning.

All paperwork including your application and transcripts as well as registering for the ATI TEAS test must be completed and submitted to the Division of Nursing Office **by the first Monday in March. Late applications will not be accepted.**

National Park College does not discriminate on the basis of race, color, national origin, sex or qualified handicap in any of its policies, practices or procedures. This provision includes but is not limited to admissions, employment, financial aid and other educational services. Inquiries regarding Title IX, ADA, and Section 504 should be directed to the Dean of Students on the second floor of the Student Commons building or by calling (501-760-4229)