

# ADMISSION CHECK SHEET

wvact.net

390 Stanaford Rd.  
Beckley, WV 25801  
(304) 256-4615

## Practical Nursing Day Class



1

### Prerequisites

- Must be 18 years old within 6 weeks of the first day of class.
- Have a high school diploma or **WV approved** equivalent.

2

### Start Here

- Visit our website @wvact.net
- Select Financial Aid tab and complete your **24-25 FAFSA**.
- Apply for the **HEAPS** grant on the same page after **July 1, 2024**

### **PLEASE BE ADVISED**

*FAFSAs take up to 10 business days to be processed by the Dept. of Ed.*

3

### Next Steps

- **Optional**- register for FREE TEAS prep by contacting Denise Ballard [sdballard@k12.wv.us](mailto:sdballard@k12.wv.us) or call 304-256-4615 ext. 363
- Register for the TEAS exam in person at ACT (\$75 cash or check).
- Successfully complete the TEAS exam with a min. score of 54.
- Attend an interview with the LPN coordinator.
- Successfully complete the required Math class.
- Receive an acceptance letter from the LPN coordinator.
- Attend mandatory orientation **July 19, 2024 8:00-3:00**.

**Accepted students who complete 20 hours of free TEAS prep will be reimbursed the \$75 test fee upon attending the first day of class.**

4

### After You've Been Accepted Into Practical Nursing

- Contact Melani Hylton to schedule a registration appointment [mhylton@k12.wv.us](mailto:mhylton@k12.wv.us) or call 304-256-4615 ext. 302.
- If needed, you must supply any required documentation to verify your financial aid application.

5

### Final Steps

#### Bring the following to your registration appointment:

- High school diploma or WV approved equivalent
- Social Security card
- Photo ID
- Registration Fee \$215 (**must be exact change/check**) **Will be reimbursed upon attending the first day of class.**

### Financial Aid

The Practical Nursing program qualifies for Pell, HEAPS, ACE, VA, WIOA, and WV Vocational Rehabilitation.

Visit [wvact.net/Financial Aid](http://wvact.net/Financial Aid)

### Satisfactory Academic Progress

To meet SAP, a student must:

- Maintain a continuous "C" average.
- Attend at least 90% of the program hours for each grading period.
- Maintain a continuous 90% attendance rate for the program.
- Complete the course within the originally scheduled course hours.

Visit [wvact.net/Policy](http://wvact.net/Policy)

### Refund Policy

During first enrollment period  
1 to 900 hours

There is no refund for fees after the start of class!

There is a 100% refund on tuition during the first five days of the program!

There is a 50% refund on tuition during day 6 thru day 10 of the program!

After day 10 of the program there is No Refund!!

During second enrollment period  
901 to 1800 hours

There is No Refund once the second enrollment period starts!

Visit [wvact.net/Policy](http://wvact.net/Policy)



# ADMISSION CHECK SHEET

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(304) 256-4615

## Practical Nursing Evening Class



1

### Prerequisites

- Must be 18 years old within 6 weeks of the first day of class.
- Have a high school diploma or **WV approved** equivalent.

2

### Start Here

- Visit our website @wvact.net
- Select Financial Aid tab and complete your **23-24 FAFSA**.
- Apply for the **HEAPS** grant on the same page.

### **PLEASE BE ADVISED**

*FAFSAs take up to 10 business days to be processed by the Dept. of Ed.*

3

### Next Steps

- **Optional**- register for FREE TEAS prep by contacting Denise Ballard [sdballard@k12.wv.us](mailto:sdballard@k12.wv.us) or call 304-256-4615 ext. 363
- Register for the TEAS exam in person at ACT (\$75 cash or check).
- Successfully complete the TEAS exam with a min. score of 54.
- Attend an interview with the LPN coordinator.
- Successfully complete the required Math class.
- Receive an acceptance letter from the LPN coordinator.
- Attend mandatory orientation **May 3, 2024 4:00**

**Accepted students who complete 20 hours of free TEAS prep will be reimbursed the \$75 test fee upon attending the first day of class.**

4

### After You've Been Accepted Into Practical Nursing

- Contact Melani Hylton to schedule a registration appointment [mhylton@k12.wv.us](mailto:mhylton@k12.wv.us) or call 304-256-4615 ext. 302.
- If needed, you must supply any required documentation to verify your financial aid application.

5

### Final Steps

#### Bring the following to your registration appointment:

- High school diploma or WV approved equivalent
- Social Security card
- Photo ID
- Registration Fee \$215 (must be exact change/check) **Will be reimbursed upon attending the first day of class.**

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