

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**
- Request & Complete the TABE exam (**check your spam/junk folder for email from Sharon Ballard for test date**)
- Select Financial Aid tab and complete your **25-26 FAFSA**.

PLEASE BE ADVISED

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

3

Next Steps

- Register for the TEAS exam in person at ACT (\$75 cash or check).
- Complete the TEAS exam with a minimum score of 54.
- Attend an interview with the LPN coordinator.
- Complete the required Math class with a minimum score of 78.
- Each candidate will receive a letter from the LPN coordinator stating whether he/she has been selected for the class.
- **Attend mandatory orientation July 18, 2025 8:00-3:00.**

****TEAS Prep Reimbursement Opportunity****

We are pleased to offer a reimbursement option for accepted students who engage in our TEAS prep program. If you complete 20 logged hours of free TEAS prep, you will be eligible to receive a reimbursement of the \$75 test fee after you attend the first day of class.

4

After You've Been Accepted

- Contact Melani Hylton to schedule a registration appointment @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, ACE, VA, WIOA, and WV Vocational Rehabilitation.

Visit 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

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

ADMISSION CHECK SHEET

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390 Stanaford Rd.
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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**
- Request & Complete the TABE exam (**check your spam/junk folder for email from Sharon Ballard for test date**)
- Select Financial Aid tab and complete your **25-26 FAFSA**.

PEASE BE ADVISED

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

3

Next Steps

- Register for the TEAS exam in person at ACT (\$75 cash or check).
- Complete the TEAS exam with a minimum score of 54.
- Attend an interview with the LPN coordinator.
- Complete the required Math class with a minimum score of 78.
- Each candidate will receive a letter from the LPN coordinator stating whether he/she has been selected for the class.
- **Attend mandatory orientation September 8, 2025 5:00 pm.**

****TEAS Prep Reimbursement Opportunity****

We are pleased to offer a reimbursement option for accepted students who engage in our TEAS prep program. If you complete 20 logged hours of free TEAS prep, you will be eligible to receive a reimbursement of the \$75 test fee after you attend the first day of class.

4

After You've Been Accepted

- Contact Melani Hylton to schedule a registration appointment @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, ACE, VA, WIOA, and WV Vocational Rehabilitation.

Visit 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.

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