

**Franklin County Career and Technology Center (FCCTC)**  
**PRACTICAL NURSING PROGRAM**  
**2463 LOOP ROAD**  
**CHAMBERSBURG PA 17202**  
**PHONE: (717) 263-5667**

HYPERLINK "<http://www.franklincountylpn.org/>" [www.franklincountylpn.org](http://www.franklincountylpn.org/).

Dear Applicant:

Thank you for your interest in enrolling in the Practical Nursing Program (PNP). This begins your journey to become a Licensed Practical Nurses (LPN)! A career as an LPN is personally rewarding because of a wide variety of workplace opportunities, a livable wage, and the knowing you are making a difference in others lives. The LPN is in high demand due to needs of the aging population and growth in the health care field.

Enclosed is an application and brochure about the program. **Want to know more about the Program?** Program Information seminars are held the second and fourth Monday of each month from 3:30 pm – 4:30 pm. Reserve your seat at least one day in advance. No cost to attend!

Send a complete application with a **\$50.00** check or money order payable to **FCCTC-PNP**. The non-refundable fee includes the scheduled admission test session. A letter will be sent with a testing date and time. **What happens the day of testing?** The PSB aptitude test (computerized, takes about 3 hours), a personal interview, register for financial aid (if desired) and complete an Act 34 PA Clearance.

**Not available on the scheduled day and time?** Call the Program at least 24 hours prior to the testing appointment to reschedule. Canceling less than 24 hours before the test day will incur a non-refundable fee of \$40.00 to reschedule.

Admission to the PNP is competitive and based on testing scores, a personal interview, high school transcript grades/GED scores, and a PA Act 34 Clearance that meets standards for licensure in Pennsylvania. There may be additional requirements if living outside of Pennsylvania. When the admission process is complete, the qualified applicant will be offered a seat in the first available class.

Costs to attend the program include tuition and a non-refundable acceptance/supplies/technology fee of \$350.00 which covers the cost of name tags, scissors, liability insurance, and other related school items. Additional costs include textbooks (approximately \$650.00), uniforms (approximately \$150.00), and uniform accessories.

A diploma and school pin are earned at graduation when all graduation requirements are achieved. Graduates may then apply for licensure and take the national licensing examination (NCLEX-PN) for Practical Nursing. Achieving a State License will entitle the graduate to be called a Licensed Practical Nurse, or LPN. A license to practice in

other states may be secured by endorsement.

The Practical Nursing Program Office, located on the FCCTC campus, is open Monday through Thursday, from 8:00 a.m. to 3:30 p.m. and Friday until 12 noon.

Sincerely,

Janyce L. Collier, MSN, RN,CNE  
Nurse Administrator

JLC:mak Enclosures

**FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER  
PRACTICAL NURSING PROGRAM**

**ESSENTIAL COMPONENTS OF PRACTICAL NURSING**

1. Communications: Must read and write English at a proficient level.  
Must comprehend and speak fluent English.
  
2. Visual: With aid of corrective lenses if needed:  
Must read labels on Pharmacy prepared medications, and on standard unit dose packages.  
Must be able to identify marking on standard syringes.  
Must be able to read markings on sphygmomanometer.
  
3. Hearing: With use of hearing aid and/or amplified stethoscope, if needed, must be able to: (after instruction)  
Hear blood pressure readings + or – 2mm/hg  
Hear apical pulse + or – 2 beats  
Hear and identify various breath sounds.  
Hear bowel sounds.  
Hear directives with the speakers mouth covered with a surgical/isolation mask.  
Hear call bells and equipment alarms.  
Hear amplified phone.

4. Manual Dexterity: Must be able to: (after instruction)  
 Safely manipulate needles and syringes.  
 Open suture packages.  
 Don surgical gloves.  
 Open unit dose medications.
5. Physical Stamina: Must be able to:  
 Stand, without sitting, for 2 hours.  
 Walk up 1 flight of stairs and down 2 flights.  
 Lift 50 lbs. on a regular basis.  
 Work continuously with only a 15 min. break am, 30 min.  
 lunch break, and 15 min. break pm.  
 Push and maneuver a stretcher and wheel chair containing  
 adults of various sizes.

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**APPLICATION**

***PERSONAL HISTORY***

Name

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Last	First	Middle
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Address

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Street	City	County	State	Zip
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Phone Number (include area code) \_\_\_\_\_ Email address (req)

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Applied to this Practical Nursing Program before? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 If yes, please indicate what year. \_\_\_\_\_

Do you have daily access to a computer and internet? \_\_\_\_\_ Yes \_\_\_\_\_ No  
May we communicate with you via email? \_\_\_\_\_ Yes \_\_\_\_\_ No

What is the primary language you speak in your home? \_\_\_\_\_

***EDUCATION***

High School Attended \_\_\_\_\_ Graduation Date \_\_\_\_\_

If you did not graduate from High School, do you have a GED? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please submit an **official** high school transcript or a copy of your PA GED certificate and scores.

Post-Secondary Education (list school/college, year attended, primary focus of study)

\_\_\_\_\_

***EMPLOYMENT INFORMATION***

Please list your current or most recent job first, etc.

Place of Employment

Address

Dates of Employment

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

***CONDUCT***

Have you ever been terminated from your employment for misconduct or poor attendance? \_\_\_\_\_  
Yes \_\_\_\_\_ No

Have you ever been convicted of a crime in any state in the United States?  
\_\_\_\_\_ Yes \_\_\_\_\_ No

**PA State Law Mandate:** As mandated by the Pennsylvania Practical Nurse Law of 1956, and amended January 1986, an individual must be licensed in Pennsylvania to practice as a Licensed Practical Nurse. In the period between graduation from an approved School of Practical Nursing and the time the individual successfully passes the licensure examination, the Pennsylvania State Board of Nursing may issue a practice permit which is valid for one year. The permit is non-renewable and, if the individual fails the examination, it shall expire. According to the amendment (S.B. 1117), "The Board shall not issue a license or certificate to an applicant who has been convicted of a felonious act prohibited by the act of April 14, 1972, (P.L. 233, No. 64) known as "The Controlled Substance, Drug, Device and Cosmetic Act", or convicted of a felony relating to a controlled substance in a court of law of the United States or any other state, territory or country." The Board may refuse the licensee who:

1. Has committed fraud or deceit in the practice of practical nursing or in securing his or her admission to such practice or to practical nursing school.
2. Has been convicted or has pleaded guilty or entered a plea of nolo contendere or has been found guilty by a judge or jury of a felony or a crime of moral turpitude in the courts of

this Commonwealth, the United States, or any other state, territory, or country, or has received probation without verdict, disposition in lieu of trial or an Accelerated Rehabilitative Disposition in the disposition of felony charges, or has been dishonorably discharged or has been discharged under circumstances amounting to dishonorable discharge from the military forces of the United States or of any other country.

3. Is addicted to alcohol or is addicted to hallucinogenic or narcotic drugs or other drugs which tend to impair judgment or coordination, so long as such dependence shall continue, or if he or she has become mentally incompetent.

When making an Application to the Pennsylvania State Board of Nursing, each applicant is required to submit his/her legal name, including maiden name or other name he/she might have been known, if applicable. In the event the Pennsylvania State Board of Nursing deems it necessary, they will use this name to conduct a legal trace.

Therefore, it is imperative for the FCCTC – Practical Nursing Program to request the following information:

Have you ever been known by any other name? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, please explain:

\_\_\_\_\_

I hereby certify that the foregoing statements are true, and I understand that any omission or false statement may be considered as cause for rejection of my application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**APPLICATION FEE and ADDITIONAL DOCUMENTS REQUIRED**

**Application Fee** - fifty dollars (**\$50.00**), not refundable, must be included with application. Make check or money order made payable to **FCCTC-PNP**. Not accepted - Cash or credit cards.

**High School Transcript** - request an **official** transcript from the last high school attended. Transcript should be sent directly to the Practical Nursing Program, 2463 Loop Road, Chambersburg, PA 17202.

**GED** - Have a Pennsylvania GED? Provide a copy of the certificate and the official scores. For out-of-state GED's and foreign educated applicants, call the PNP for information regarding state regulations.

**Criminal History Record (Act 34 Clearance)** - required for admission. Access HYPERLINK "https://epatch.state.pa.us/" <https://epatch.state.pa.us> to apply for this clearance. Print out Certification Form and submit it on the scheduled test day (can be submitted after taking entrance test). If you require assistance, call the Practical Nursing Program office @717-263-5667.

It is the policy of the Franklin County Career and Technology Center not to discriminate on the basis of race, age, color, religion, sex, handicap or national origin in its admissions, educational programs, activities or employment policies as required by Title VI of the civil Rights Act of 1964, Title IX of the 1972 Educational Amendments and Section 504 of the Rehabilitation Act of 1973.

***WE ARE AN EQUAL OPPORTUNITY EDUCATIONAL INSTITUTION***

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