American River College

Nursing Program

Online Application

To access the Nursing Application, click on the A-Z Site Index:
Click on eServices:
Login to eServices:

Welcome to eServices

Enrollment appointments for Summer/Fall 2018 are now viewable in eServices

User ID

w1234567

(User ID = W + Student ID)

Lookup your Student ID

Password

Forgot your password?

Change password/Temporary password reset

New User/Create your Password

Password Maintenance FAQs

Sign In
You should now be on the Student Homepage
Click on Other Resources:
Click on Nursing Programs:
Click on Nursing Program Application:
Choose ARC: Registered Nursing Program for ARC Enrollment

Nursing Program Application

Please select from the following application links to enroll or to check your online application status.

<table>
<thead>
<tr>
<th>ARC</th>
<th>Registered Nursing Program Application for ARC Enrollment</th>
</tr>
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Current Open Enrollment: Fall 2018

First Day to submit the online application: 2/1/2018
Last Day to submit the online application: 2/28/2018
First Day to View your online application status: 2/1/2018
Last Day to View your online application status: 6/15/2018
Read this instruction page VERY carefully and completely!

LOS RIOS

Your Name

Registered Nursing Program Application for ARC
Enrollment For Fall 2010

Instructions

Thank you for taking an interest in our Associate Degree of Nursing Program. Before you begin, please go to the nursing website at [http://web.arc.townes.edu/~edhealth/nursing.html](http://web.arc.townes.edu/~edhealth/nursing.html) for pertinent information regarding the online application process.

Read the instructions below before you start your application to the Nursing program. If you are also submitting an application to Sacramento City College, please read carefully as application details for our program may differ.

ATTENTION QUALIFIED RETURNING APPLICANTS: IF YOU PREVIOUSLY PROVIDED SUPPORTING DOCUMENTS AND RECEIVED A CONFIRMATION LETTER STATING THAT YOU TENTATIVELY MEET ALL ENTRANCE REQUIREMENTS, ADDITIONAL COPIES ARE NOT REQUIRED.

ALL PREREQUISITE COURSES MUST BE COMPLETED BEFORE YOU SUBMIT YOUR APPLICATION.

IN PROGRESS COURSES ARE NOT ACCEPTABLE. A FULL LIST OF ELIGIBILITY REQUIREMENTS MAY BE FOUND AT [http://web.arc.townes.edu/catalog/Nursing-AlliedHealth.pdf](http://web.arc.townes.edu/catalog/Nursing-AlliedHealth.pdf)

COMPLETE ALL INFORMATION BEFORE YOU SUBMIT THE APPLICATION.

The application has multiple steps. You will be guided through this process and asked to provide or verify contact and academic information before submitting your application.

TURN IN YOUR APPLICATION PACKET

Once you have submitted your application, you must print out your application packet cover page and return it to Enrollment Services, along with any supporting documentation, before your application will be processed.
Scroll down, read, and check both boxes. Click ‘I Accept’ when you are ready to proceed.

Be sure to read both the ‘Online Application Guidelines’ and the ‘Prescreening Criteria Form’ before you accept!

Have any questions? Email Nursing Department at ARC: ARCNursingApplication@losrios.edu

After you have read the online documents on the nursing website and completed the online tutorials, if you still have questions then write to this email.
Verify that your contact information is correct:

Is this Contact Information correct?

If not, Follow the directions listed above.
Completed prerequisites at a Los Rios Community College will already be listed here:

Courses yet to be taken or transferred
Scroll down to find more information and resource links for prerequisites:

External Transfer Credit Disclaimer:

1. It is the applicant's responsibility to submit official transcripts and course descriptions for each course entered on this page.
2. Course descriptions must come from the corresponding catalog and must show the college name, year, and course number.
3. Courses identified in the ARC Nursing Program Articulation Grid DO NOT require submission of course descriptions. OFFICIAL TRANSCRIPTS MUST STILL BE SUBMITTED FOR THESE COURSES.
4. Acceptance of pre-nursing courses taken outside the Los Rios Community College District will be determined by the Nursing Department Administration.

ATTENTION QUALIFIED RETURNING APPLICANTS. IF YOU PREVIOUSLY PROVIDED SUPPORTING DOCUMENTS AND RECEIVED A CONFIRMATION LETTER STATING THAT YOU TENTATIVELY MEET ALL ENTRANCE REQUIREMENTS, ADDITIONAL COPIES ARE NOT REQUIRED.

Program Requirements:
To be eligible for this program you must have completed the following prerequisite courses (or their equivalents) BEFORE submitting your application to the program.

Science Prerequisites: A grade of "C" or better with a cumulative GPA of at least 3.0 in the following prerequisite courses or their equivalents:

- BIOL 430
- BIOL 431
- BIOL 440 or BIOL 442

Non-Science Prerequisites: A grade of "C" or better with a cumulative GPA of at least 2.5 in the following prerequisite courses or their equivalents:
Complete the Supplemental Data Form
This information is required by the Board of Registered Nursing and the State of California. It will be kept confidential and separate from your application:

1. Ethnic Background (Please check one)
   - African-American
   - Asian/Pacific Islander
   - Other/Unknown
   - Decline to Provide
   - American Indian/Alaskan Native
   - White
   - Hispanic
   - Filipino

2. Language(s) Spoken at Home (Please check all that apply)
   - Arabic
   - Chinese, including dialects
   - English
   - Farsi
   - Russian
   - Tagalog
   - Other

3. Are you fluent in any of the following languages? (Please check all that apply)
   - American Sign Language
   - Farsi
   - Tagalog
   - Arabic
   - Russian
   - Languages of the Indian subcontinent and Southeast Asia
   - Chinese
   - Spanish

4. Are you the first in your family to attend college?  
   - Yes
   - No
Fill in your employment information and select your high school or equivalency status:
If you missed a portion of the application, you will see a message here.

We forgot to check the High School education or equivalent.
Make sure all necessary fields are filled out or checked:

Click on the appropriate box.
This screen tells you that you have filled out all components of the form and may save and submit:

Read these directions carefully!

If you save your application and do not submit WE WILL NOT GET YOUR APPLICATION!
Your application has been submitted.

Print out the Cover Page to submit with your application:

Read these Directions Carefully. You must follow them EXACTLY!
Be sure to scroll down and read the entire page as there are specific instructions.

The cover page includes a list of what you must submit with your application packet.
Print your cover page:

Your Name

Registered Nursing Program Application for ARC
Enrollment for Spring 2019

Cover Page - New Applicant
You have successfully finished the online Nursing Application. Print this cover page and follow the instructions below to complete your application to the Nursing Program. A complete application packet includes the submission as directed below.

Application Submitted on 07/17/2018 2:43:49PM

Confirmation Number 29161 Primary Name Your Name

Previous Name Used if Different from Above: 

Your completed application packet for admission must be submitted to Enrollment Services in the Administration building by 7:00 p.m., Wednesday, February 28th, 2018.

1. Place your complete application packet in a 9 x 12 inch manila envelope labeled, "RN Application Packet" with your Name, Address, and Phone Number on the front of the envelope. Make sure the envelope is no larger than 9 x 12.

2. Your complete application packet must be received in Enrollment Services by 7:00 p.m., Wednesday, February 28th, 2018. When delivering in person, please sign your name at the front desk. If you wish to submit your application by mail, prepare your packet as indicated in step 1 above and address to:

American River College
Once you have printed your Cover Page, you may log out of eServices.
Go to the Nursing Website to find further instructions and required application documents:
The Application Packet:

1. Application Cover Page: print when online application is complete.
2. Application Checklist: complete the form including name, student ID, check appropriate items that are included in the packet, and sign and date the bottom of page 2.
3. Prescreening Criteria Form: fill in the points you are claiming on the application, and total at the bottom of page 2.
4. Supporting Documents:
   1. All transcripts showing prerequisite courses
      • Official required if outside the Los Rios District
   2. Previous college degree OR proof of high school completion
5. TEAS test score
   • Minimum score is 62%
   • Only the first/earliest score within one year will be accepted without remediation (see TEAS tab on the Nursing website for remediation information)
   • If remediation was completed, be sure to include the approved Remediation Request form in your packet
   • TEAS score must be the *Individual Performance Profile* – click here for an example: [TEAS Example](#)

[Instructions for printing the TEAS score](#)
The application packet, continued:

Optional documents:

1. Healthcare Certification: license or letter from your employer (volunteer experience does not qualify)
2. Veterans: copy of DD-214, member 4
3. Language Proficiency form: must be the one on the ARC website. Test scores not accepted.
   - Can be signed by anyone that you speak with regularly in your language that is not a relative.
Missing Documents

Applications submitted that are missing required documents will not be processed, and the applicant will be marked Not Qualified.

Be sure to use the application checklist and include all required documents in your packet!
Submission of the packet:

Place all application documents in a 9 x 12 manila envelope. Write “RN Application Packet”, your name, address, and phone number.

Application Packet Example:

RN Application Packet
Cheryl Watt
1234 Oak Tree Lane
Sacramento, CA 54321
916-484-8873

Mail or Hand Deliver To:

American River College
Enrollment Services – RN Application
(in the Administration Building)
4700 College Oak Drive
Sacramento, CA 95841
Campus Map & Driving Directions

Note: The Nursing Department is not responsible for applications that get lost in the mail or that are delivered late. If you choose to mail your application, do it early!
To check your application status, login to eServices:
Application Status page:

Click this icon to see a definition list of all possible status messages.
Remember to check your Los Rios Gmail often!

All application and selection notifications will be sent through the Los Rios Gmail system only.

Students that fail to respond to acceptance will have to reapply – regardless of email issues!

Los Rios Gmail gives the option to forward your messages to your personal email, HOWEVER this does not always work!

Many students have reported that they did not receive notifications in their personal email that were sent to their Los Rios Gmail. The ARC Nursing Department does not make exceptions in these cases! It is the student’s responsibility to check their Los Rios Gmail often to avoid missing notifications.
Still have questions? We’re here to help!

All questions about the ARC Nursing Application should be directed to our application email:

**ARCNursingApplication@losrios.edu**

We use email rather than phone calls so that both you and our office have a record of all exchanges. Response time is quick!