

SCC Vocational Nursing Program (VN)

Application Instructions

Spring 2026- Fall 2027 Entrance

READ EACH STEP CAREFULLY AND WORK WITH ACCURACY!

STEP 1: SUBMIT Transcripts for Coursework Outside of Los Rios CC district

- ☐ If you have taken courses ONLY in the Los Rios District (ARC, CRC, FLC, SCC) Step 1 is complete.
- ☐ If you took courses at other schools, complete Step 1.
- [Submit Official Transcripts](#) (if you have taken classes outside Los Rios Community College District) by February 28th.
- Review the VN Required Prerequisite Courses to determine the catalog you are following and associated worksheet at time of entry:
 - SCC VN Program Worksheet – PRIOR to FALL 2025
 - SCC VN Program Worksheet – FALL 2025 & Later
- Review the Prerequisite Courses Not Taken at SCC and complete a [Course Substitution Petition](#) for any required prerequisite course NOT listed on the equivalency chart.

STEP 2: PREPARE a Draft SCC VN Program Worksheet

SECTION I – Verify completion of required VN coursework

- Enter the academic information for **ALL** Required Prerequisite Courses.
 - **College/University:**
 - Enter the Name of the college the course was taken.
 - **Course Name & Number:**
 - Enter the number of the course taken as posted to your transcript or proof of enrollment.
 - **Date complete:**
 - Enter the semester and year the course was completed.
 - **Grade:**
 - Enter the whole letter grade posted to a transcript (no plus or minus).
 - Courses passed with a grade of “P” or “CR” (including AP courses) will be calculated into the student’s GPA as a “C” grade.
 - The VN program DOES NOT accept In Progress coursework.

- **Units/ Credits earned:**
 - Enter the Units/Credits Earned as posted to your transcript.
- **Approved CSP:**
 - If you are using an APPROVED course substitution, enter “CSP included” answer YES in the online application and upload the “Approved” petition.
 - If your course is found on the Equivalency Chart you can leave this section blank and answer NO in the online application.

EXAMPLE ENTRY:

Prerequisite Courses	College/Univ.	Course Name & Number	Date Completed	Grade	Units	Approved CSP Yes or No
PSYC C1000	Idaho state	PSYC 1101	Fall 2017	A	3	CSP included - Yes

For all courses taken outside of SCC review the VN Coarse Equivalency Chart posted under the Transcripts and course equivalency drop down menu on the VN webpage to ensure we accept the courses from your college.

If your college and course are NOT LISTED on the course equivalency chart you **MUST** complete an online Course Substitution form. All Course sub petitions will need to be **APPROVED** prior to applying to the VN programs.

Section II – Additional Criteria

Calculate your GPA for All program required courses

SCIENCE courses must be completed with a cumulative GPA of 3.0 or Higher.

Non- SCIENCE courses must be completed with a cumulative GPA of 2.5 or Higher.

- The following GPA calculator can be used to determine your GPA.
- Follow the link: <https://www.calculator.net/gpa-calculator.html>
- **For each of the required prerequisite courses you have taken:**
 - Add your letter grade
 - Do NOT include a plus or minus in your calculation.
 - Add your course **SEMESTER** units/credits.
 - Convert QUARTER UNITS to SEMESTER units before calculating your GPA.
 - **Conversion = quarter units divided by 1.5.**
 - 5 quarter units = 3.33 semester units
 - 4 quarter units = 2.66 semester units

- 3 quarter units = 2.00 semester units
- Calculate GPA and add total to form.

Provide your ATI TEAS test score

There is NO minimum score required for the VN Program.

ONLY the ATI Version 7 TEAS test will be accepted.

To access results, sign in to www.atitesting.com with your Username and Password. From the home page, click the My Results tab to access your full transcript.

- Send an electronic copy of the TEAS transcript to SCC TEAS
- Upload a Copy of the ATI TEAS Version 7 – Individual Performance Profile

Verified Completion of HIGH SCHOOL GRADUATION STATUS

Verification of High School Graduation Status Requirement:

Proof of high school graduation or equivalent. Evidence of eligibility is documented by one of the following:

- A High School transcript from an accredited high school in the United States.
- A cumulative PASS status on a General Education Development (GED) exam or California High School Proficiency Exam (CHPSE) transcript.
- A High School Graduate status posted to a College transcript.
 - Students who want to use coursework from a foreign college or university need to have their transcript(s) evaluated. We accept transcript evaluations from National Association of Credential Evaluation Services (NACES) or Association of International Credential Evaluators, Inc. (AICE).

Applicants will be asked to provide a copy of an OFFICIAL TRANSCRIPT to verify the HS Graduation Status. *Please note: These transcripts will be included in a Nursing Packet submitted during the month of February. Submission details will follow.*

STEP 3: APPLY to the VN Program (Online)

Using the information you have collected on the SCC VN Program Worksheet:

Visit the VN online application web page between February 1st and February 28th

- SUBMIT your online application.

NOTICE: The Vocational Nursing Application is FULLY ONLINE. Rather than send a packet of documents to the program students will upload their documents into the online application.

Document Checklist:

In order to complete the online application, you will want to have all verification documents available for upload.

- ☐ SCC VN Program Worksheet pages (1 -2).
- ☐ Approved Course Substitution Petition email (**ALL** pages).
- ☐ A copy of the ATI TEAS Version 7 – Individual Performance Profile
- ☐ Copies of Official Transcripts – for Proof of HS graduation status.
- ☐ Copies of Unofficial Los Rios College Transcripts.
- ☐ Copies of Official Transcripts (outside colleges) – for Verification of all prerequisite courses.
- ☐ VN Program Enrollment Acknowledgement form.

Once the online application has been submitted, an email confirming your submission is immediately sent to the email address(s) you provided in your application.