



Nurse Assistant Admissions Requirements

Applicants to the Fletcher's Nurse Assistant Program must complete and submit the following information in order to apply. **If at any point, the candidate does not comply with any part of this process, the candidate will not be eligible for the program and will have to re-apply for a future clinical class.** All applicants must submit all of the following for their application for admission to be considered.

1. Complete an admissions application to Fletcher Technical Community College (current/continuing Fletcher students do not need to submit another application) online at www.fletcher.edu.
2. Be fully or unconditionally accepted to Fletcher Technical Community College by completing all Admissions requirements. Admissions will notify you of your status via email.
3. Complete and submit the "Nurse Assistant Application" located on the Fletcher website → Programs → Nursing and Allied Health → Nurse Assistant
4. State Background Check – **Louisiana State Police or Louisiana State Police approved site only.** For a list of criminal convictions that bar employment of unlicensed persons, see www.ldh.la.gov.

The department recommends two options for obtaining the Louisiana State Police Background check:

1. **Online Background** check found on Fletcher's website → Programs → Nursing and Allied Health → Nurse Assistant: Under Links. This will be emailed directly to the department within 48 hours.
2. **In Person at the Louisiana State Police office in Baton Rouge (7919 Independence Blvd, Baton Rouge, LA):** \$26 money order, cashier's check, or business check for processing and a \$10 money order, cashier's check, or business check for fingerprinting, both made out to the Dept. of Public Safety (cash or personal checks will not be accepted). You will need to have a valid state issued ID or Driver's License. This service is available Monday thru Friday (excluding holidays) from 8:00 AM to 3:30 PM. If you arrive before 3:00 PM you may wait and take your certified copy of the response with you but if you arrive after 3:00 PM, your response will be mailed to you or you may return the next business day and pick it up.
3. **By mail:** You must mail a set of fingerprints, an authorization form, a rap disclosure form (these forms must include the individuals complete name and address and they are available online at lsp.org) and a \$26 money order, cashier's check or business check (cash or personal checks will not be accepted) payable to the Dept. of Public Safety to:
Bureau of Criminal Identification
P.O. Box 66614 Mail Slip A-6
Baton Rouge, LA 70896
Please Note: The mail process may take up to two months to process.

* Admission to the Nurse Assistant program will be contingent on a clear Direct Service Worker, Nurse Aid and Sex Offender registry report.

*Program acceptance is limited based on clinical facility availability

Proof of the following will be required upon **admission** into the program.

- Required immunizations are 2 MMR shots (measles, mumps, and rubella), a current tetanus – diphtheria (TD) shot within the last 10 years.
- Hep B series must be started
- Flu vaccination or waiver
- Physical Exam
- Current TB test

The Nurse Assistant program is not eligible for financial aid. If you need tuition assistance, please contact The Louisiana Workforce Commission, Catholic Social Services, and/or other agencies to determine if you are eligible.

If you do not have a high school diploma or HiSET, but would like to obtain the HiSET while in the Nurse Assistant program, you can contact Bayou Cane Adult Education at (985) 876-3180.