



Practical Nursing Program Admission Portfolio Checklist

Full Name: _____ Student ID#: _____
Email Address: _____ Phone: _____
Previous name (if submitted documentation has different name than above): _____

Please check one: Part-time Evening January 2023 cohort Full-time Day January 2023 cohort

The deadline to submit a portfolio for either the Part-time Evening January 2023 cohort or the Full-time Day January 2023 cohort is October 3, 2022 or until the program is full. Your portfolio must include all the documents listed below. [For questions, please call 720-423-4700 and ask to speak with the Health Sciences & Administration Navigator.](#)

Admissions:

- Complete the [admission application](#)
- Ensure you've met the [program requirements](#)

Prerequisites: official transcripts with a C grade or higher. Prerequisites **MUST BE COMPLETED** before you can submit a transcript for them with your completed portfolio.

- HPR 1044: Medical Terminology
- BIO 1006: Anatomy & Physiology taken within the previous 7 years. (Anatomy and Physiology courses at or above BIO 1006 may be accepted from approved institutions)

Other Documents:

- Copy of government-issued photo ID
- Copy of U.S. High School transcript with graduation date OR U.S. High School Equivalency transcript with pass date OR official Associate's degree or higher transcript with graduation date from an approved U.S. college. Please see the PN Admission Policy for documentation required for education completed outside of the U.S.
- Completion of a Certified Nursing Assistant Program (CNA) within the last year OR Copy of Certified Nursing Assistant (CNA) license (cannot be lapsed longer than 3 years) OR official transcript of completion of a Medical Assistant (MA) program.

*Official Transcripts can be emailed from the institution directly to student.records@emilygriffith.edu.

Once completed, your Career Navigator will submit the portfolio to the department on your behalf. To confirm portfolio submission, please reach out to admissions@emilygriffith.edu. A submitted portfolio does not guarantee program admission.

I declare that the information provided is true and correct. I acknowledge and understand that the requirements for admission may change during the time between portfolio submission and official notification of program admission.

Student Signature: _____ Date: _____

College Assistant Signature: _____ Date: _____