APPLICATION INSTRUCTIONS FOR THE LICENSED VOCATIONAL NURSING (LVN) PROGRAM

Certificate Program with Associate Degree Option

Online applications accepted January 4, 2027, at 9:00 am through January 29, 2027, at 4:00 pm

Program Location: Cuesta College North County Campus - Paso Robles, CA

Admission criteria are subject to change from year to year. It is the applicant's responsibility to meet current requirements and due dates.

The Cuesta College Licensed Vocational Nursing (LVN) program is approved by the CA Board of Vocational Nurses and Psychiatric Technicians (BVNPT). The program prepares students to take the National Council Licensing Exam for Practical Nurses (NCLEX-PN). Passing this exam is required to become licensed and employed as an LVN. It is the responsibility of the student to pursue licensing and testing at their own expense after successful completion of the program. Cuesta College LVN program licensure exam pass rates.

APPLICANT SELECTION

Random Draw: A computerized random draw of all eligible applicants is used to select students for admission.

Wait List: No wait list is maintained for the LVN program once the program starts. All applicants who are not admitted into the program during this application cycle will need to reapply to be considered for future admission.

CNA Work Experience Credit: Applicants with documented CNA work experience of 500 hours or more completed between January 1, 2025 - December 31, 2026, will have their name entered an extra time in the random draw.

Previous Eligible Applicant Credit: Applicants who have previously submitted two eligible LVN program applications in the past three application cycles (2024, 2025 & 2026) but were not selected for admission, will have their name entered an extra time in the random draw to increase chances of being selected. **Maintain proof of eligible applicant letters each year to submit with the online application.**

TIME COMMITMENT

The LVN program is a one year, 3-semester program that requires a commitment to rigorous study over the course of the program. Students will attend classes and clinical rotations 5 days a week for 8-9 hours each day. If accepted into the LVN Program, students will be expected to:

- Maintain a flexible schedule to accommodate the scheduling demands of clinical rotations.
- Have reliable transportation and be prepared to travel as far south as Arroyo Grande and as far north as King City.

IMPORTANT DATES

December 31, 2026	Deadline to complete prerequisite courses and receive California CNA certification
January 4-29, 2027	Applications accepted online for Fall admission
January 29, 2027	Application deadline at 4:00 p.m.
March 4, 2027	Notification of eligibility status emailed
April 1, 2027	Notification of admission status emailed
June 2027	Mandatory orientation for admitted applicants
August 16, 2027	Program begins

PROGRAM ELIGIBILITY REQUIREMENTS

1. Prerequisite coursework completed by December 31, 2026, with a grade of 'C' or better.

Prerequisite courses and title	Credits
BIO 212 Human Biology* Or equivalent course taken at another accredited college	BIO 212 (3.0 credits)
BIO 212L Human Biology Lab* Or equivalent course taken at another accredited college	BIO 212L (1.0 credit)
ENGL 156 College Reading & Writing* or ENGL 180 Intro to ENG Comp* Or equivalent course taken at another accredited college	ENGL 156 (4.0 credits) ENG 180 (4.0 credits)
MATH 127 Intermediate Applied Algebra* or MATH 128 Applied Algebra* Or equivalent course taken at another accredited college	MATH 127 (5.0 credits) MATH 128 (6.0 credits)
NRAD 222 Medical Terminology* Or equivalent course taken at another accredited college	NRAD 222 (3.0 credits)

* Completion of the above prerequisites is required to be an eligible applicant in the LVN program. Completion of higher-level college courses with a grade 'C' or better are strongly recommended, including:

BIO 205 Human Anatomy
BIO 206 Human Physiology
ENGL C1000 English Composition
MATH 227 College Math for Tech Fields

2. Current California Certified Nurse Assistant (CNA) certification - Obtained by December 31 (the year prior to application). (Students admitted to the program must keep their CNA certification *active* throughout the program)

3. Proof of completion of 12th grade education or equivalent (GED, high school proficiency examination, associate degree or higher). Transcripts must be on file at Cuesta by application deadline.

APPLICATION INSTRUCTIONS

1. Apply for admission to Cuesta College.
   - You will receive a Cuesta College student ID number and Cuesta email address when you apply to Cuesta.
   - Keep your my.cuesta.edu email address current and active throughout the application cycle. All communication regarding your nursing application and admission status will use your Cuesta email. No personal emails can be used.

2. Submit ALL official transcripts to Cuesta College Records Department.
   - Submit official transcripts from All Non-Cuesta accredited Colleges/Universities and AP College Board.
   - Proof of completion of 12th grade education, or equivalent. *Must include one of the following:*
     - Official high school transcript with graduation date posted. (Note: High school transcripts are not automatically submitted from your school, you must request them to be submitted to Cuesta).
     - Official GED report.
     - Official high school proficiency examination transcript.
     - Official non-Cuesta college transcripts with an associate degree or higher.
   - Transcripts must be received by Cuesta College by the nursing application deadline. No exceptions, so submit early.
   - Submitting Transcripts
     - International transcripts must be evaluated by the Academic Credentials Evaluation Institute (ACEI) or other accredited organizations (NACES member) and submitted to Cuesta College by application deadline.

3. Meet with a Cuesta College academic counselor.
    - Students are encouraged to meet with an academic counselor to confirm all prerequisite requirements have been met.

4. Prepare a pdf format copy of your California CNA certification, CNA work experience form (if applicable), and/or prior eligible applicant letters (if applicable) to submit with your online application.
    - Go to the California Department of Public Health (CDPH) L & C Verification search page to produce a copy of your California CNA certification.
        - Print the L & C Detail Page as a pdf and save it to your computer or thumb drive or print out and either scan or take digital pictures so you can upload it with your application.
    - If applicable, request that your employer(s) complete the CNA work experience form provided in this packet and return it to you *well in advance of the application due date* so you can scan and submit it with your online application. NOTE: Must use CNA Work Experience form in this packet.

5. Complete and submit the online LVN application, including all supporting documentation (pdf only), by the application deadline.
    - The online application is accessible on the LVN program website during the month of January (4-29).
    - No printed applications will be accepted.
    - All uploaded documents must be in pdf format. Before uploading documents to the application, make sure to save them in pdf form.
    - Upon successful submission, a confirmation email will be sent to your my.cuesta.edu email account. This email confirms receipt of your application only and does not reflect program eligibility or acceptance into the program.
    - Be sure to review the application summary to verify application is complete and all attachments are uploaded and open successfully.
    - If you do not receive a confirmation email within 24 hours after submitting your application, or your supporting document attachments do not open, it is your responsibility to inquire about the status of your application by emailing: NursingAdmissions@cuesta.edu. We will respond to you within 48 hours (M-F).
    - Inquiries after the application deadline cannot be considered, and you will need to reapply in a future application cycle.
    - Print and save a copy of your application and confirmation number for your record.

5. Check your *my.cuesta.edu* email for the Important Dates listed on Page 1.
Missed deadlines due to non-receipt of emails cannot be accommodated. If email notifications *have not* arrived in your *my.cuesta.edu* mailbox by the dates provided, you must email: NursingAdmissions@cuesta.edu within 2 days.

6. Updating your contact information
If there have been any changes to your name, address, email, or phone number after submitting your application, you must update this information immediately by emailing to: NursingAdmissions@cuesta.edu . Updating your information in myCuesta Portal will not update your LVN Program application.

7. Financial Aid and Scholarship Information
Financial aid and scholarships are available for nursing students. To meet college deadlines, applicants should apply for financial aid and/or scholarships early. To review the deadlines and apply for financial aid and scholarships, visit the Cuesta College Financial Aid website.

IMPORTANT: Although completing a FAFSA or CADAA is not required to submit a Cuesta College scholarship application, we HIGHLY encourage you to submit a financial aid application because some scholarships are based on need.

- LVN Program Estimated Costs

It is the applicant's responsibility to follow all application instructions, submit a complete online application, and meet all requirements and due dates. Missed deadlines due to non-receipt of *my.Cuesta* emails cannot be accommodated.

INELIGIBLE APPLICANT SITUATIONS

Applicants are INELIGIBLE for admission in the following situations:

1. Failure to meet program eligibility requirements.
2. Failure to submit all official, sealed non-Cuesta transcripts (including high school, GED reports, AP College Board) by application deadline.
3. Prerequisite coursework not taken at an accredited U.S. college or university, or international courses not formally evaluated by ACEI or NACES member.
4. Incomplete or in-progress applications.
5. Failure to meet deadlines and/or respond to time-sensitive emails.
6. Failure to meet final admission requirements, if admitted.

FINAL PROGRAM ADMISSION REQUIREMENTS

FOR ACCEPTED APPLICANTS ONLY

The following mandatory final admission requirements must be completed by all students accepted into the nursing program before the program start date, and by the due dates provided at the pre-program orientation. Failure to meet any of these requirements will result in being dropped from the admitted roster. Only applicants selected for admission will need to complete the following final admission requirements. All final program requirements are to be completed at the applicant's expense prior to their final acceptance into the LVN program. Further details and forms will be provided at the mandatory pre-program orientation.

- Mandatory Pre-Program Orientation in June
  Applicants selected for admission will be provided with additional details in their notification of admission status letter.

- Physical Examination and Proof of Immunity
  Students admitted into the program will receive forms and instructions for completing these requirements at their pre-program orientation. Cuesta College forms must be used. Proof of immunity is required for:

  - Measles, Mumps, Rubella (MMR) x 2
  - Varicella (Chickenpox) x 2
  - Hepatitis B series x 3
  - Tetanus, Diphtheria, Pertussis (Tdap)
  - Tuberculosis screening
  - Seasonal influenza (flu) (to be obtained during Fall semester)
  - Covid-19 (to be determined each season by Public Health and facility partners)

- American Heart Association Card: BLS for Healthcare Provider or BLS Provider

- Background Check and Drug Screen
  Instructions and forms will be given to admitted students at the pre-program orientation. If you have any questions or concerns about these requirements, please contact the Nursing department at (805)546-3119 to make an appointment with the Associate Dean of Nursing & Allied Health.

  Note*: The Board of Vocational Nursing & Psychiatric Technicians (BVNPT) will conduct their own background evaluations of students upon completion of the program. Applicants with any questions or concerns about this policy are advised to contact the Associate Dean of Nursing & Allied Health at (805) 546-3119.*

CUESTA COLLEGE

LICENSED VOCATIONAL NURSING (LVN) PROGRAM

Credit for CNA Work Experience Verification Form

This form is only for applicants with 500 hours of CNA work experience within the past two years

NOTE: Must use this form. Do not substitute with the RN application form.

January 2027 Application

Instructions to Applicant:

1. Print this form and complete section A.
2. Ask your employer to complete sections B and C and return this form to you *well in advance of the application due date* (Complete and submit one form for each job you want to be considered.)
3. Scan and save this form as a PDF and upload with your online application.

A. Applicant Information (to be completed by Applicant)

Name: *first* *middle* *last*

Address: *number & street* *city* *state* *zip code*

Contact information: *primary phone number* *secondary phone number* *my.cuesta.edu email address:*

( ) ( )

B. CNA Work Experience Verification (to be completed by Employer)

Employer Facility Name:

Type of Healthcare Facility:

Name & Title of Supervisor:

Address: *number & street* *city* *state* *zip code*

Work Phone Number: ( ) **Work Email:**

C. Employer: Please complete this section

Position held by applicant:

Work experience must be completed within these dates: **January 1, 2025, to December 31, 2026**
Only Certified Nursing Assistant (CNA) hours are used for work experience. **DO NOT INCLUDE Student Nursing hours.**

Dates of Employment as CNA:

_____ - _____

Start Date ***End Date***

☐ **Full Time**

☐ **Part Time**

TOTAL NUMBER OF HOURS WORKED AS CNA WITHIN THE ABOVE DATES:

_____

Name and Title of Supervisor *(please print)*

_____

Supervisor Signature **Date**