

Northwood Technical College
ADN Priority Petition Process

ADN PRIORITY PETITION PROCESS Intent to Enroll (Petition Checklist)

Printed Name: _____

Student ID: _____

Check the Northwood Tech campus location you will attend the Nursing-Associate Degree (ADN) Program—choose only one.

Ashland

New Richmond

Rice Lake

Superior

When Step 2: Admission Requirements for ADN Program is completed, you are eligible to petition for admission into the core ADN courses. Your petition packet should include this form, completed, and evidence of completion of all other requirements listed below. Please submit all documents at one time to the Admissions office of the campus you plan to attend.

Deadlines for submission

Fall semester petition packets accepted: March 27–April 3

Spring semester petition packets accepted: October 25–November 1

All campuses admit to the Fall semester. New Richmond, Rice Lake, and Superior admit to the Spring semester.

Requirements	Documents Needed to Meet Requirements	DONE
Accuplacer Next Gen or acceptable entrance assessment scores have been met	Copy of <i>Accuplacer Next Gen</i> scores, or other acceptable proof of scores OR proof of an associate degree or higher	
Complete Nursing Assistant course with a 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal OR copy of CNA card OR state nurse aide registry OR documentation of a completed course.	
Completion of one year, or one credit, of high school chemistry or one credit of college-level chemistry with a 2.0 (C) or better	If Chemistry is taken at a college level, unofficial Northwood Tech transcript is available from student portal or the Official college transcript if completed at another college. If taken at high school level not necessary to resubmit high school transcript.	
Caregiver Background Check Disclosure reviewed and signed	Submit signed Caregiver Background Check Disclosure	
High school diploma or GED/HSED certificate with official confer date.	Official HS transcript with confer date or GED/HSED certificate. If you have previously provided this official documentation to Northwood Tech, you do NOT need to provide it again, we will have it on file.	
Priority		
10806177 General Anatomy & Physiology completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	
10806179 Advanced Anatomy & Physiology completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	
10809188 Developmental Psychology completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	
10801136 English Composition 1 completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	
10801196 or 10801198 Oral/Interpersonal Communication or Speech 3 credits completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	
10806197 Microbiology completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	
10809198 Introduction to Psychology completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	
10809196 Introduction to Sociology completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	
5 credits of associate degree (10-level) elective credits completed with 2.0 (C) or higher	Unofficial Northwood Tech transcript available from student portal or the Official college transcript if completed at another college	

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Please read and initial the following statements verifying that you understand the statements:

I will be notified via email if I have or have not been accepted into the core nursing program, therefore, I do not need to call or email to inquire about my selection status

If I am selected and choose not to begin the core nursing courses, I will then need to follow the petition process again to be considered for entry into the core nursing program for next semester.

I will need to have an acceptable caregiver background check to start the core nursing courses.

I must participate in the mandatory nursing orientation if I am accepted into the core nursing program. I will receive an email notifying me of the date and time of the orientation. I understand that if I do not participate in the mandatory nursing orientation, I may not be able to begin the core nursing program.

Student Signature: _____

Initials: _____

Date: _____

**We recommend you make a copy of your packet
prior to submitting it to Northwood Tech.**

If you are not selected for the ADN program core courses, you are encouraged to petition again. A new petition packet must be submitted each time. Petitioners have 30 days to pick up their packet. Packets not picked up will be shredded. Petition packets cannot be mailed back, you must pick up your packet at the campus Student Affairs office.

Submit your packet for Priority Petition for Admission to the ADN Program to the campus you will attend:

Ashland

ADN Admissions
Northwood Tech
2100 Beaser Ave.
Ashland, WI 54806

New Richmond

ADN Admissions
Northwood Tech
1019 S. Knowles Ave.
New Richmond, WI 54017

Rice Lake

ADN Admissions
Northwood Tech
1900 College Drive
Rice Lake, WI 54868

Superior

ADN Admissions
Northwood Tech
600 N. 21st St.
Superior, WI 54880