



**EAST CENTRAL COLLEGE**

## **APPLICATION**

**For**

**Licensed Practical Nursing**

**(Rolla & Washington)**

**Class Beginning August 2026**

**Graduating July 2027**

**Deadline to apply May 1, 2026**

***\*\*NOTE: A new application must be submitted each year.***

**NOTICE OF NON-DISCRIMINATION:**

Applicants for admission and employment, students, employees, and sources of referral of applicants for admission and employment are hereby notified that East Central College does not discriminate on the basis of race, color, religion, national origin, ancestry, gender, sexual orientation, genetic information, age, disability, veteran status or any other characteristic protected by law. Inquiries related to employment practices may be directed to Carrie Myers, Human Resources Director, 005 DSSC, telephone number 636-584-6712, or [carrie.myers@eastcentral.edu](mailto:carrie.myers@eastcentral.edu)

Inquiries/concerns regarding civil rights compliance as it relates to student programs and services may be directed to the Vice-President of Student Development, 131 Buescher Hall, 636-584-6565, or [stnotice@eastcentral.edu](mailto:stnotice@eastcentral.edu). Both offices are located at the ECC main campus located at 1964 Prairie Dell Road, Union, Missouri 63084.



## **PRACTICAL NURSING PROGRAM ROLLA & WASHINGTON**

**Thank you for your interest in our Practical Nursing Program.** Enclosed is the application packet. This packet includes information you will need to read and forms you will need to complete and return if you would like to begin the application process.

The East Central College Practical Nursing Program is fully approved by the Missouri State Board of Nursing. As identified in the packet, it is a **52-credit hour** program (including pre-requisites) that encompasses on-campus classroom and laboratory hours as well as clinical experience in a variety of local hospitals and facilities. Once selected for admission into the program, students should complete the full-time practical nursing program in 11 months. General education courses may be completed on a full- or part-time basis prior to entering the program. Upon graduation, students receive a certificate of achievement in Practical Nursing and are eligible to apply to sit for the national exam (NCLEX-PN) to obtain a Licensed Practical Nurse (LPN) license.

A Licensed Practical Nursing is the first step in practical nursing. This certificate prepares you to begin further studies (through College/University Programs) to progress in the profession for an Associate's Degree in Nursing, Bachelor of Science Degree in Nursing, a Master's Degree in Nursing, or a Doctoral Degree, if you choose to do so.

To be considered for admission into East Central College's Practical Nursing program you must have completed high school, or equivalent, and be admitted as an East Central College student (separate application). *Applicants desiring admission into the PN program, who have failed to achieve a "C" or better in ANY two ECC nursing courses or in ANY two PN nursing courses/programs attended, will not be considered for admission. In addition, students who have been admitted two times to ANY PN program(s) are not eligible for admission. To apply to the practical nursing program, return the attached application to East Central College, Nursing and Allied Health, 1964 Prairie Dell Road, Union, MO 63084-4344, with a receipt from the Business Office at the Union campus or the ECC office located on the Rolla Technical Center campus (500 Forum Drive, Rolla) showing payment of the \$30.00 application fee. Applications must be submitted on an annual basis and are only good for one admission cycle.*

**APPLICATION DEADLINE:** The ECC Practical Nursing Program is approved to accept students into the program each Fall semester. *The deadline for application is May 1<sup>st</sup> of the year you would like to be considered for admission. All transcripts must be on file by May 31<sup>st</sup>.*

Class selection is based on academic performance. A point system is used to determine an applicant's rank in the selection process. Your academic advisor is glad to review your standing and provide suggestions on how you may achieve the best candidacy possible.

**For consideration, applicants must meet the following minimum criteria:**

- 1. Minimum cumulative college GPA of a 2.0 or greater of college credit.**
- 2. HESI A2-LPN Admission Test Score of 77% or greater in Reading Comprehension in the last two years.**

*It is your responsibility to provide our office with a copy of your HESI A2-LPN results.* The HESI A2-LPN Test is designed to assess a student's academic and personal readiness for higher education in a healthcare related field, such as practical nursing. The test is an internet-based, timed (plan for 4-1/2 hours), multiple-choice test evaluating your knowledge in the following categories: English language, grammar, vocabulary, math, biology, and critical thinking. Tests

are not individually timed during testing. You will have 4-1/2 hours to complete the test so pacing yourself is very important. *You may schedule your exam in the Learning Center located on the Union Campus or at ECC Rolla Main at 500 Forum Drive.* The ECC HESI A2-LPN Fact Sheet has more information about the Admission Test requirement and dates given. The HESI A2-LPN Fact Sheet and the Practical Nursing Admission Test Registration information may be found on our website at <http://www.eastcentral.edu/nursing/nursing/>.

3. **Pre-requisite coursework completed with a “C” or better.** Pre-requisite coursework ***must be completed by the end of the summer semester (August) before*** Fall admission into the program. See the curriculum page in this application packet for more details.
4. **Three (3) appropriate references on file.** (See application for guidelines regarding references).
5. **Official transcripts received and evaluated for program, as well as proof of enrollment, if coursework is taken at another institution.** Applications will not be considered if official transcripts have not been evaluated by May 31<sup>st</sup>. It is the applicant’s responsibility to check their E-Central account to determine status of their ECC transcript.
6. **Must complete a timed Math Assessment (provided at time of information session).**
7. **Must be in a state of physical and mental health compatible with the responsibilities of a practical nursing career.** A physical examination, including selected diagnostic tests and immunizations, is required after acceptance into the program (a form is provided in acceptance packet).
8. **Admission is contingent upon a successful criminal background check and a satisfactory drug screening.** The procedures are completed after the practical nursing acceptance packet has been received.

**It is the *applicant’s responsibility* to verify with the Nursing and Allied Health office that the application file is complete. Incomplete application files will *not* be considered for admission.**

**All college coursework, pertinent to the practical nursing program, MUST be completed with a grade of “C” or better.** All science courses must be no older than 5 years at the time of acceptance.

**All applicants will be notified, *in writing*, of their admission status by June 20th of each year.**

If you have any questions, please contact the Nursing and Allied Health (Union) at (636) 584-6616, (Rolla) (573) 899-8055, or via e-mail at [julie.beck@eastcentral.edu](mailto:julie.beck@eastcentral.edu). Practical Nursing program information is also available on our website at <https://www.eastcentral.edu/allied-health/nursing/>.

**Best of luck with your educational endeavors and please let us know if we can be of assistance.**

*Michelle Chick, MSN, RN*  
**Practical Nursing Program Director**

**EAST CENTRAL COLLEGE  
PRACTICAL NURSING CURRICULUM  
ROLLA & WASHINGTON**

**PREREQUISITE COURSES/GENERAL EDUCATION**

\***BIO 151** Intro to Anatomy & Physiology

\***COL 101** Falcon Seminar

**PREREQUISITE or CO-REQUISITE COURSES**

\* **PSY 101** General Psychology/  
or **PSY 250** Human Development

\*\*PSY 101 or 250 must be completed no later than the 1<sup>st</sup> semester  
of the PN Program.

**PRACTICAL NURSING PROGRAM COURSES**

<b>FALL</b>	<b>Credit Hours</b>
<b>Personal &amp; Vocational Concepts I</b>	2
<b>Foundations of Practical Nursing Lecture I</b>	5.5
<b>Foundations of Practical Nursing Lab I</b>	1.5
<b>Foundations of Practical Nursing Lecture II</b>	5.5
<b>Foundations of Practical Nursing Lab II</b>	1.5
<b>SPRING</b>	
<b>Nursing Care Across the Lifespan I - (PN) Lecture</b>	6.5
<b>Nursing Care Across the Lifespan I - (PN) Lab</b>	2.5
<b>Nursing Care Across the Lifespan II - (PN) Lecture</b>	6.5
<b>Nursing Care Across the Lifespan II - (PN) Lab</b>	2.5
<b>SUMMER</b>	
<b>Personal &amp; Vocational Concepts II</b>	0.5
<b>Nursing Care Across the Lifespan III - (PN) Lecture</b>	6.5
<b>Nursing Care Across the Lifespan III - (PN) Lab</b>	3

**TOTAL HOURS (including prerequisites): 52 (Practical Nursing 44/General Education 8)**

***NOTE:** In order to achieve success in the practical nursing program, a student is expected to spend an additional average of 20-30 hours per week studying and preparing. Some examples include practicing skills in the clinical lab, preparing for clinical assignments, studying for exam, preparing for class, developing written assignments, and developing presentations (not an inclusive list). Student can expect to spend 2-3 contact hours per credit hour for clinical lab courses.*

## EAST CENTRAL COLLEGE PRACTICAL NURSING PROGRAM

### \*\*Estimated Itemized Expenses

**PREREQUISITES:** In-District @ \$142.00/hr. (8 credit hours) = \$1,136.00  
 Out-of-District @ \$198.00/hr. (8 credit hours) = \$1,584.00

A <b>non-refundable</b> application fee of \$30.00 is due when applying. <i>When accepted, a non-refundable</i> admission packet fee of \$190.00 is due.	<b>IN-DISTRICT</b>	<b>OUT-OF-DISTRICT</b>
<b>FALL, First semester: 16 credit hours</b>		
Tuition	\$3,920.00	\$5,888.00
Support Services/Student Activity/Tech/Facilities/Security Fees	\$656.00	\$656.00
Special Lab/Assessment Fee***	\$980.00	\$980.00
Books and Syllabi plus clinical kit (approximate)	\$1,400.00	\$1,400.00
Watch w/2nd hand, sleeve emblem, uniforms (2), lab coat, stethoscope, etc.	\$420.00	\$420.00
<b>TOTAL FALL SEMESTER</b>	<b>\$7,376.00</b>	<b>\$9,344.00</b>
<b>SPRING, Second semester: 18 credit hours</b>		
Tuition	\$4,410.00	\$6,624.00
Support Services/Student Activity/Tech/Facilities/Security Fees	\$738.00	\$738.00
Special Lab/ Assessment Fee	\$320.00	\$320.00
<b>TOTAL SPRING SEMESTER</b>	<b>\$5,468.00</b>	<b>\$7,682.00</b>
<b>SUMMER, Third semester: 10 credit hours</b>		
Tuition	\$2,450.00	\$3,680.00
Support Services/Student Activity/Tech/Facilities/Security Fees	\$410.00	\$410.00
NCLEX-PN Testing Fee, Fingerprinting & Pin Fees	\$360.00	\$360.00
<b>TOTAL FALL SEMESTER</b>	<b>\$3,220.00</b>	<b>\$4,450.00</b>

<b>Total <i>without</i> *Prerequisites &amp; Co-requisites:</b>	<b>\$16,064.00</b>	<b>\$21,476.00</b>
<b>Tuition for *Prerequisites (8 credit hours):</b>	<b><u>\$1,136.00</u></b>	<b><u>\$1,584.00</u></b>
<b>TOTAL <i>with</i> *Prerequisites:</b>	<b>\$17,200.00</b>	<b>\$23,060.00</b>

PLEASE NOTE: Practical Nursing courses have the Tier 3 differential tuition rate. Tier 3 tuition: In-District - \$245.00/ch.; Out-of-District - \$368.00/ch.

\*The cost of prerequisites includes tuition only.

\*\*ALL costs are estimated and intended only to give a general idea. Amounts are subject to change during the time allotted for the degree. You pay only for credit hours taken in a given semester.

\*\*\*The semester fees include Assessment/Remediation/Exam costs.



**EAST CENTRAL COLLEGE**  
PRACTICAL NURSING PROGRAM

**Admission Rating System**

The following is the criteria that will be used for rating each applicant.

Possible Points	Criteria	Points Received
77 = 0 78 – 79 = 1 80 – 82 = 2 83 – 85 = 3 86 – 88 = 4 ≥ 89 = 5	HESI A2-LPN Exam with a score of 77 or greater in Reading Comprehension *2 attempts only.	
3 = A 2 = B 1 = C	Grade from Introductory Human Anatomy & Physiology Lecture & Lab completed by May 31 <sup>st</sup> with a “C” or better. ** <i>*A&amp;P I&amp;II =extra 2 points</i> <i>Intro A &amp; P or A&amp;P I&amp;II taken at ECC-</i> <i>extra 2 points per course.</i> <b>**No points will be given for courses that have been</b> <b>retaken due to course failure.</b>	
2.0 = 0 2.1 – 2.5 = 2 2.56 – 2.75 = 4 2.76 – 2.9 = 6 3.0 – 3.5 = 8 3.6 – 4.0 = 10	Accumulated college GPA of college credit	
3 = A 2 = B 1 = C	Gen Psych or Human Development completed by May 31 <sup>st</sup> with a “C” or better <b><i>*Points given for only 1 course</i></b>	
8-10 = 2 points 6-7 = 1 point ≤ 5 = 0 points	Math Quiz Questions Correct	
	<b>TOTAL POINTS RECEIVED</b>	

\* Seats will be filled according to scoring guide. Alternate positions will be selected based on highest HESI pre-entrance score in Math and highest Reading Comprehension score on HESI pre-entrance test.

**\*\*NOTE:** Admission criteria is subject to change; however, all applicants will be notified of changes should they occur.

# East Central College Practical Nursing Program

## Summary of ECC Practical Nursing Drug Screening, Immunization and Physical Examination Policies

### ***Criminal History***

As a requirement of the application process for the East Central College Practical Nursing Program, in response to RSMo 660.317b and 660.315, students accepted into the program will be required to consent to release of their criminal history records (RSMo 43.450) for the sole purpose of determining the applicant's ability to enter patient care areas in order to fulfill the requirements of the Practical Nursing program. Any student who is found to have a criminal history for a felony conviction, as defined by state law, or is found to be on one of the governmental sanction lists, will not be accepted nor allowed to continue enrollment in the ECC Practical Nursing Program. Acceptance into and completion of the program does not guarantee licensure. In addition, any conviction may affect a student's ability to be placed in a clinical site and a graduate's ability to sit for the NCLEX-PN Examination or attain State Licensure. ***Students currently serving probation are ineligible for admission and may be ineligible for admission if the criminal offense is recent in nature.***

### ***Drug Screening***

The purpose of the ECC Practical Nursing Program Drug Testing Policy is to ensure that students entering the Program are drug- and alcohol-free and to comply with the Drug-Free Schools and Communities Act Amendments of 1989. Offers of acceptance to the Practical Nursing Program are made as conditional offers. Applicants may be denied admittance if a positive drug screen is detected. An applicant who refuses to authorize and pay for testing, or who tests positive for drugs, alcohol, or controlled substances, may not receive a final offer of admission. A current Practical Nursing student who refuses to authorize and pay for testing, or who tests positive for drugs, alcohol, or controlled substances, may not be allowed to continue in the Practical Nursing program. A positive drug screen during the professional years may disqualify a student from participating in required coursework involving client interaction and will affect the student's ability to complete the program.

### ***Immunizations and Physical Examination***

The purpose of the ECC Practical Nursing Program Immunizations and Physical Examination Policy is to ensure that students entering the Program are in a state of physical and mental health compatible with the responsibilities of a career in practical nursing and in general, working with individuals in a healthcare or other provider environment. Upon acceptance to the program, all incoming practical nursing students are required to have a physical examination and certain immunizations (forms will be provided) to comply with ECC and clinical site-specific policies. Record of childhood immunizations are sufficient; however, if not available or insufficient, proof of immunity/re-immunization is required at the student's expense. Applicants may be denied admittance if they are not in a state of physical and mental health compatible with the responsibilities of a career as a registered nurse and/or if they do not receive the proper immunizations.

### ***Graduate Learning Outcomes***

Upon completion of the ECC Practical Nursing Program, the graduate will be eligible to sit for the NCLEX-PN licensure exam. Upon passing the exam, graduates will be licensed as a practical nurse in the State of Missouri. See Performance Standards for more information.

## EAST CENTRAL COLLEGE NURSING PROGRAM'S TECHNICAL STANDARDS FOR ADMISSION AND PROGRESSION

<b>Domain</b>	<b>Technical Standard-Students should be able to...</b>
<b>Observation</b>	<ul style="list-style-type: none"> <li>• Acquire information from demonstrations (up close and from afar), and experiences in nursing courses such as lecture, group, and physical demonstrations, program experiences, written documents, and computer systems (e.g., literature searches &amp; data retrieval).</li> <li>• Recognize and assess patient changes in mood, activity, cognition, verbal, and non-verbal communication.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Communicate effectively and sensitively in English both in person and in writing.</li> <li>• Communicate effectively and respectfully with faculty, preceptors, peers, and all members of the healthcare team.</li> <li>• Accurately elicit information including a medical history and other information to adequately and effectively evaluate a patient's condition.</li> </ul>
<b>Use and Interpret</b>	<ul style="list-style-type: none"> <li>• Use and interpret information from assessment techniques such as those involved in assessing respiratory and cardiac function, blood pressure, blood sugar, and neurological status.</li> <li>• Use and interpret information related to physiologic phenomena generated from diagnostic tools such as a sphygmomanometer, otoscope, or ophthalmoscope, during a comprehensive examination of a patient.</li> </ul>
<b>Motor</b>	<ul style="list-style-type: none"> <li>• Possess psychomotor skills necessary to provide or assist in providing holistic nursing care including safe and effective procedures, treatments, and medication administration.</li> </ul>
<b>Behavioral, Social, Professional</b>	<ul style="list-style-type: none"> <li>• Maintain mature, sensitive, effective relationships with patients, families, students, faculty, staff, preceptors, and other professionals under all circumstances.</li> <li>• Follow the dress code of respective institution and follow the American Nurses Association (ANA) Code of Ethics.</li> <li>• Possess the emotional stability to function under stress and adapt to rapidly changing environments inherent to the classroom and practice settings with or without accommodations.</li> <li>• Maintain mature, sensitive, effective relationships with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.</li> <li>• Show personal qualities of concern for others, integrity, accountability, interest, and motivation.</li> </ul>

<b>Intellectual, Conceptual, Integrative</b>	<ul style="list-style-type: none"><li>• Measure, calculate, reason, analyze, and synthesize data related to the diagnosis and treatment of patients.</li><li>• Exercise proper judgment and complete responsibilities in a timely and accurate manner.</li><li>• Synthesize information, problem solve, and think critically to determine the most appropriate theory, assessment, treatment, and/or intervention strategy.</li><li>• Ask for help when needed and make proper judgments of when a nursing task can or cannot be carried out alone.</li></ul>
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Educational programs are dedicated to principles of nondiscrimination. This includes a commitment to not discriminate against qualified applicants/students with disabilities.

If a student cannot perform the essential functions in the manner indicated, they will not necessarily be precluded from participating in the program but will need to be able to perform the essential functions with or without reasonable accommodation.

**EAST CENTRAL COLLEGE  
PRACTICAL NURSING PROGRAM  
NURSE PRACTICE ACT**

*Completion of the East Central College Practical Nursing Program does not guarantee eligibility to write the NCLEX. Therefore, it is our responsibility to inform students who will be applying to write the Missouri State Board Test Pool Examination for licensure as practical nurses of the following portion of the Nurse Practice Act of Missouri:*

**335.066. Denial, revocation, or suspension of license, grounds for, civil immunity for providing information—complaint procedures.**

1. The board may refuse to issue or reinstate any certificate of registration or authority, permit or license required pursuant to chapter 335 for one or any combination of causes stated in subsection 2 of this section or the board may, as a condition to issuing or reinstating any such permit or license, require a person to submit himself or herself for identification, intervention, treatment, or rehabilitation by the impaired nurse program as provided in section 335.067. The board shall notify the applicant in writing of the reasons for the refusal and shall advise the applicant of his or her right to file a complaint with the administrative hearing commission as provided by chapter 621.
2. The board may cause a complaint to be filed with the administrative hearing commission as provided by chapter 621 against any holder of any certificate of registration or authority, permit or license required by sections 335.011 to 335.096 or any person who has failed to renew or has surrendered his or her certificate of registration or authority, permit or license for any one or any combination of the following causes:
  - (1) Use or unlawful possession of any controlled substance, as defined in chapter 195, or alcoholic beverage to an extent that such use impairs a person's ability to perform the work of any profession licensed or regulated by sections 335.011 to 335.096;
  - (2) The person has been finally adjudicated and found guilty, or entered a plea of guilty or nolo contendere, in a criminal prosecution pursuant to the laws of any state or of the United States, for any offense reasonably related to the qualifications, functions or duties of any profession licensed or regulated pursuant to sections 335.011 to 335.096, for any offense an essential element of which is fraud, dishonesty or an act of violence, or for any offense involving moral turpitude, whether or not sentence is imposed;
  - (3) Use of fraud, deception, misrepresentation or bribery in securing any certificate of registration or authority, permit or license issued pursuant to sections 335.011 to 335.096 or in obtaining permission to take any examination given or required pursuant to sections 335.011 to 335.096;
  - (4) Obtaining or attempting to obtain any fee, charge, tuition or other compensation by fraud, deception or misrepresentation;
  - (5) Incompetency, gross negligence, or repeated negligence in the performance of the functions or duties of any profession licensed or regulated by chapter 335. For the purposes of this subdivision, "repeated negligence" means the failure, on more than one occasion, to use that degree of skill and learning ordinarily used under the same or similar circumstances by the member of the applicant's or licensee's profession;
  - (6) Misconduct, fraud, misrepresentation, dishonesty, unethical conduct, or unprofessional conduct in the performance of the functions or duties of any profession licensed or regulated by this chapter, including, but not limited to, the following:
    - (a) Willfully and continually overcharging or overtreating patients; or charging for visits which did not occur unless the services were contracted for in advance, or for services which were not rendered or documented in the patient's records;
    - (b) Attempting, directly or indirectly, by way of intimidation, coercion or deception, to obtain or retain a patient or discourage the use of a second opinion or consultation;
    - (c) Willfully and continually performing inappropriate or unnecessary treatment, diagnostic tests, or nursing services;
    - (d) Delegating professional responsibilities to a person who is not qualified by training, skill, competency, age, experience, or licensure to perform such responsibilities;

- (e) Performing nursing services beyond the authorized scope of practice for which the individual is licensed in this state;
- (f) Exercising influence within a nurse-patient relationship for purposes of engaging a patient in sexual activity;
- (g) Being listed on any state or federal sexual offender registry;
- (h) Failure of any applicant or licensee to cooperate with the board during any investigation;
- (i) Failure to comply with any subpoena or subpoena duces tecum from the board or an order of the board;
- (j) Failure to timely pay license renewal fees specified in this chapter;
- (k) Violating a probation agreement, order, or other settlement agreement with this board or any other licensing agency;
- (l) Failing to inform the board of the nurse's current residence;
- (m) Any other conduct that is unethical or unprofessional involving a minor;
- (7) Violation of, or assisting or enabling any person to violate, any provision of sections 335.011 to 335.096, or of any lawful rule or regulation adopted pursuant to sections 335.011 to 335.096.
- (8) Impersonation of any person holding a certificate of registration or authority, permit or license or allowing any person to use his or her certificate of registration or authority, permit, license or diploma from any school;
- (9) Disciplinary action against the holder of a license or other right to practice any profession regulated by sections 335.011 to 335.096 granted by another state, territory, federal agency or country upon grounds for which revocation or suspension is authorized in this state;
- (10) A person is finally adjudged insane or incompetent by a court of competent jurisdiction;
- (11) Assisting or enabling any person to practice or offer to practice any profession licensed or regulated by sections 335.011 to 335.096 who is not registered and currently eligible to practice pursuant to sections 335.011 to 335.096;
- (12) Issuance of a certificate of registration or authority, permit or license based upon a material mistake of fact;
- (13) Violation of any professional trust or confidence;
- (14) Use of any advertisement or solicitation which is false, misleading or deceptive to the general public or persons to whom the advertisement or solicitation is primarily directed;
- (15) Violation of the drug laws or rules and regulations of this state, any other state or the federal government;
- (16) Placement on an employee disqualification list or other related restriction or finding pertaining to employment within a health-related profession issued by any state or federal government or agency following final disposition by such state or federal government or agency;
- (17) Failure to successfully complete the impaired nurse program;
- (18) Knowingly making or causing to be made a false statement or misrepresentation of a material fact, with intent to defraud, for payment pursuant to the provisions of chapter 208 or chapter 630, or for payment from Title XVIII or Title XIX of the federal Medicare program;
- (19) Failure or refusal to properly guard against contagious, infectious, or communicable diseases or the spread thereof; maintaining an unsanitary office or performing professional services under unsanitary conditions; or failure to report the existence of an unsanitary condition in the office of a physician or in any health care facility to the board, in writing, within thirty days after the discovery thereof;
- (20) A pattern of personal use or consumption of any controlled substance unless it is prescribed, dispensed, or administered by a provider who is authorized by law to do so;
- (21) Habitual intoxication or dependence on alcohol, evidence of which may include more than one alcohol-related enforcement contact as defined by section 302.525;
- (22) Failure to comply with a treatment program or an aftercare program entered into as part of a board order, settlement agreement, or licensee's professional health program.

3. After the filing of such complaint, the proceedings shall be conducted in accordance with the provisions of chapter 621. Upon a finding by the administrative hearing commission that the grounds, provided in subsection 2 of this section, for disciplinary action are met, the board may, singly or in combination, censure or place the person named in the complaint on probation on such terms and conditions as the board deems appropriate for a period not to exceed five years, or may suspend, for a period not to exceed three years, or revoke the license, certificate, or permit.

4. For any hearing before the full board, the board shall cause the notice of the hearing to be served upon such licensee in person or by certified mail to the licensee at the licensee's last known address. If service cannot be accomplished in person or by certified mail, notice by publication as described in subsection 3 of section 506.160 shall be allowed; any representative of the board is authorized to act as a court or judge would in that section; any employee of the board is authorized to act as a clerk would in that section.
5. An individual whose license has been revoked shall wait one year from the date of revocation to apply for relicensure. Relicensure shall be at the discretion of the board after compliance with all the requirements of sections 335.011 to 335.096 relative to the licensing of an applicant for the first time.
6. The board may notify the proper licensing authority of any other state concerning the final disciplinary action determined by the board on a license in which the person whose license was suspended or revoked was also licensed of the suspension or revocation.
7. Any person, organization, association or corporation who reports or provides information to the board of nursing pursuant to the provisions of sections 335.011 to 335.259\* and who does so in good faith shall not be subject to an action for civil damages as a result thereof.
8. The board may apply to the administrative hearing commission for an emergency suspension or restriction of a license for the following causes:
  - (1) Engaging in sexual conduct \*\* as defined in section 566.010, with a patient who is not the licensee's spouse, regardless of whether the patient consented;
  - (2) Engaging in sexual misconduct with a minor or person the licensee believes to be a minor. "Sexual misconduct" means any conduct of a sexual nature which would be illegal under state or federal law;
  - (3) Possession of a controlled substance in violation of chapter 195 or any state or federal law, rule, or regulation, excluding record-keeping violations;
  - (4) Use of a controlled substance without a valid prescription;
  - (5) The licensee is adjudicated incapacitated or disabled by a court of competent jurisdiction;
  - (6) Habitual intoxication or dependence upon alcohol or controlled substances or failure to comply with a treatment or aftercare program entered into pursuant to a board order, settlement agreement, or as part of the licensee's professional health program;
  - (7) A report from a board-approved facility or a professional health program stating the licensee is not fit to practice. For purposes of this section, a licensee is deemed to have waived all objections to the admissibility of testimony from the provider of the examination and admissibility of the examination reports. The licensee shall sign all necessary releases for the board to obtain and use the examination during a hearing; or
  - (8) Any conduct for which the board may discipline that constitutes a serious danger to the health, safety, or welfare of a patient or the public.
9. The board shall submit existing affidavits and existing certified court records together with a complaint alleging the facts in support of the board's request for an emergency suspension or restriction to the administrative hearing commission and shall supply the administrative hearing commission with the last home or business addresses on file with the board for the licensee. Within one business day of the filing of the complaint, the administrative hearing commission shall return a service packet to the board. The service packet shall include the board's complaint and any affidavits or records the board intends to rely on that have been filed with the administrative hearing commission. The service packet may contain other information in the discretion of the administrative hearing commission. Within twenty-four hours of receiving the packet, the board shall either personally serve the licensee or leave a copy of the service packet at all of the licensee's current addresses on file with the board. Prior to the hearing, the licensee may file affidavits and certified court records for consideration by the administrative hearing commission.
10. Within five days of the board's filing of the complaint, the administrative hearing commission shall review the information submitted by the board and the licensee and shall determine based on that information if probable cause exists pursuant to subsection 8 of this section and shall issue its findings of fact and conclusions

of law. If the administrative hearing commission finds that there is probable cause, the administrative hearing commission shall enter the order requested by the board. The order shall be effective upon personal service or by leaving a copy at all of the licensee's current addresses on file with the board.

11. (1) The administrative hearing commission shall hold a hearing within forty-five days of the board's filing of the complaint to determine if cause for discipline exists. The administrative hearing commission may grant a request for a continuance, but shall in any event hold the hearing within one hundred twenty days of the board's initial filing. The board shall be granted leave to amend its complaint if it is more than thirty days prior to the hearing. If less than thirty days, the board may be granted leave to amend if public safety requires.  
(2) If no cause for discipline exists, the administrative hearing commission shall issue findings of fact, conclusions of law, and an order terminating the emergency suspension or restriction.  
(3) If cause for discipline exists, the administrative hearing commission shall issue findings of fact and conclusions of law and order the emergency suspension or restriction to remain in full force and effect pending a disciplinary hearing before the board. The board shall hold a hearing following the certification of the record by the administrative hearing commission and may impose any discipline otherwise authorized by state law.
12. Any action under this section shall be in addition to and not in lieu of any discipline otherwise in the board's power to impose and may be brought concurrently with other actions.
13. If the administrative hearing commission does not find probable cause and does not grant the emergency suspension or restriction, the board shall remove all reference to such emergency suspension or restriction from its public records. Records relating to the suspension or restriction shall be maintained in the board's files. The board or licensee may use such records in the course of any litigation to which they are both parties. Additionally, such records may be released upon a specific, written request of the licensee.
14. If the administrative hearing commission grants temporary authority to the board to restrict or suspend the nurse's license, such temporary authority of the board shall become final authority if there is no request by the nurse for a full hearing within thirty days of the preliminary hearing. The administrative hearing commission shall, if requested by the nurse named in the complaint, set a date to hold a full hearing under the provisions of chapter 621 regarding the activities alleged in the initial complaint filed by the board.
15. If the administrative hearing commission refuses to grant temporary authority to the board or restrict or suspend the nurse's license under subsection 8 of this section, such dismissal shall not bar the board from initiating a subsequent disciplinary action on the same grounds.
16. (1) The board may initiate a hearing before the board for discipline of any licensee's license or certificate upon receipt of one of the following:
  - (a) Certified court records of a finding of guilt or plea of guilty or nolo contendere in a criminal prosecution under the laws of any state or of the United States for any offense involving the qualifications, functions, or duties of any profession licensed or regulated under this chapter, for any offense involving fraud, dishonesty, or an act of violence, or for any offense involving moral turpitude, whether or not sentence is imposed.
  - (b) Evidence of final disciplinary action against the licensee's license, certification, or registration issued by any other state, by any other agency or entity of this state or any other state, or the United States or its territories, or any other country.
  - (c) Evidence of certified court records finding the licensee has been judged incapacitated or disabled under Missouri law or under the laws of any other state or of the United States or its territories.(2) The board shall provide the licensee not less than ten days' notice of any hearing held pursuant to chapter 536.  
(3) Upon a finding that cause exists to discipline a licensee's license, the board may impose any discipline otherwise available.

(L. 1975 S.B. 108 § 12, A.L. 1981 S.B. 16, A.L. 1995 S.B. 452, A.L. 1999 H.B. 343, A.L. 2007 H.B. 780 merged with S.B. 308, A.L. 2013 H.B. 315)

\*Section 335.259 was repealed by S.B. 52, 1993.

\*\*Word "in" appears here in original roles.

## CHECKLIST FOR ADMISSION TO THE PRACTICAL NURSING CERTIFICATE

**NOTE:** *Students who have ever been admitted to any Practical Nursing Program previously must produce a Letter of Recommendation from the previous Nursing Dean/Director.* A student who has failed to achieve a “C” or better in ANY two core nursing courses, in any PN nursing program(s) attended, will not be considered for admission. **Students who have had two (2) attempts to ANY PN program are not eligible for admission.**

**To INITIATE the application process, the student MUST complete the following requirements:**

- \_\_\_\_\_ 1. **APPLY FOR GENERAL ADMISSION TO THE COLLEGE (Declare Major: Practical Nursing)**. To apply, visit the East Central College website: <https://admissions.eastcentral.edu>. If you have questions regarding the college application, please contact Admissions at 636-584-6588.
- \_\_\_\_\_ 2. **COMPLETE THE APPLICATION FOR PRACTICAL NURSING**. Submit the completed Application with the paid application fee receipt of \$30.00 to the Nursing and Allied Health Division Office, Health Science Building Suite 105 or to Rolla Main Building at 500 Forum Drive. **The receipt for the application fee (obtained at the ECC Business Office Union or Rolla Main) must accompany your application.**
- \_\_\_\_\_ 3. **PROVIDE OFFICIAL HIGH SCHOOL, TECHNICAL SCHOOL & COLLEGE TRANSCRIPTS**. Applicant must request that official transcripts from high school or GED (scores required) **and all** colleges attended be sent to **ECC Student Services** for evaluation. Evaluating transcripts can be time consuming so please allow ample time for processing. Failure to request your transcripts in a timely manner may result in an incomplete application file.
- \_\_\_\_\_ 4. **HESI A2-LPN ADMISSION TEST**. Applicants must successfully complete the HESI A2-LPN Preadmission Test for PN programs **prior to May 1<sup>st</sup> application deadline**. The HESI A2-LPN may be taken no more than twice in an application cycle. **A minimum score of seventy-seven percent (77%) in Reading Comprehension is required**. It is comprised of exams that are academically oriented, consisting of English language, grammar, vocabulary, math, and learning style/personality profile. Included in this packet is information on the exam and how to apply for the exam. ***It is your responsibility to provide the office with a copy of your examination results. Register at:*** <https://www.eastcentral.edu/learning-center/testing-center/hesi/>
- \_\_\_\_\_ 6. **SUCCESSFUL COMPLETION OF ALL PRE-REQUISITE COURSEWORK** with a grade of “C” or better. Pre-requisite coursework must be completed by the end of the Summer semester (July) before Fall admission into the program. **CO-REQUISITE COURSEWORK** must be completed with a grade of “C” or better by the end of the first fall semester of the Practical Nursing program.
- \_\_\_\_\_ 7. **CUMULATIVE COLLEGE GRADE POINT AVERAGE (GPA) OF 2.0 (MINIMUM) of college credit.**
- \_\_\_\_\_ 8. **COMPLETE A MATH ASSESSMENT QUIZ** during an informational session.
- \_\_\_\_\_ 9. **THREE (3) COMPLETED APPROPRIATE REFERENCES** (*see practical nursing application and reference form for criteria*); *the applicant is responsible for distributing references. It is the applicant’s responsibility to check with the Nursing Office to make sure that the references have been received by the May 1<sup>st</sup> deadline.* Applicants who have had prior admission into any practical nursing program must have a letter of reference from the Dean or Director of Nursing from that program accompanying their application.

**AFTER ACCEPTANCE INTO THE PRACTICAL NURSING PROGRAM THE FOLLOWING WILL BE REQUIRED:**

1. **DRUG SCREENING** (site determined by ECC).
2. **MEDICAL EXAMINATION** - with Satisfactory Results (*Departmental form provided*). **Must be in a state of physical and mental health compatible with the responsibilities of a practical nursing career.** A physical examination including selected diagnostic tests and immunizations, is required after acceptance at your cost (the form is provided in the acceptance packet).
3. **SATISFACTORY FINGERPRINT/CRIMINAL BACKGROUND CHECK.**
4. **CURRENT CPR CARD** - From either American Heart Association (BCLS-C) for Healthcare Provider (Basic Cardiac Life Support), or the American Red Cross CP for The Professional Rescuer.

**NOTE TO ALL STUDENTS:** It is the ***RESPONSIBILITY of the STUDENT*** to maintain communication with the Nursing and Health Science office to ensure that the application folder is complete and up-to-date with current admission requirements. You may call (636) 584-6616 or e-mail julie.beck@eastcentral.edu. Admission to the program is **competitive in nature** and **is not guaranteed**. A selection committee ranks all applications and admission is granted to the most qualified applicants. Applicants can improve their chances of admission by maintaining a high GPA, completing pre- and co-requisite courses and scoring high on the practical nursing entrance exam. ***It should be understood that satisfactorily meeting minimum requirements does not automatically guarantee admission.***

**Successful completion of the practical nursing program DOES NOT guarantee eligibility to take the licensure examination. Since one of the functions of the Missouri State Board of Nursing is to protect the public, the Board may refuse licensure to applicants who may jeopardize the well-being of Missouri citizens. The Missouri State Board of Nursing may also refuse to grant the student permission to take licensing exams or refuse to issue any certificate of registration of authority, permit, or license for the cause(s) outlined in the Missouri State Nurse Practice Act Chapter 335.066 RSMO, as amended.**

Practical Nursing students should be aware that there are reasons for refusal to issue a practical nurse license as defined by the State Statute 335.066 as quoted from the April 2014 Missouri Nurse Practice Act included in this handbook.

*The Practical Nursing Program at East Central College meets the state education requirements for a practical nursing license in the state of Missouri. East Central College graduates sit for the National Council of State Boards of Nursing NCLEX-PN. Individual state boards of nursing may have individual education level requirements. East Central College has not determined if the Practical Nursing Program at East Central College meets the state education requirements in any other state, any U.S. Territory, or the District of Columbia.*

**APPLICATION DEADLINES:** The practical nursing **application is due by **May 1<sup>st</sup>**** of the year for which you are applying. ***Transcripts are due **May 31<sup>st</sup>**. Applications will not be reviewed if incomplete on **May 1<sup>st</sup>**.***

# APPLICATION FOR ADMISSION FALL 2026

<b>OFFICE USE ONLY</b>
Receipt # _____
Received by: _____
Date Rec'd: _____

**RETURN APPLICATION** by May 1, 2026 with receipt for \$30.00 application fee to:

**EAST CENTRAL COLLEGE**  
Department of Nursing & Allied Health *or*  
500 Forum Drive  
Rolla, MO 65401  
Telephone: (573) 899-8055

**EAST CENTRAL COLLEGE**  
Department of Nursing & Allied Health  
1964 Prairie Dell Road  
Union, MO 63084  
Telephone: (636) 584-6616

\*\*\* Deadline for all Practical Nursing applications: **May 1, 2026**  
\*\*\* Transcripts must be on file by **May 31, 2026**

**Completion of this application does not constitute admission to the program of study.**

**Please Indicate preference** by putting a "1" by 1<sup>st</sup> choice and a "2" by your 2<sup>nd</sup> choice. If only one location is desired, mark only one choice:

\_\_\_\_\_ **Rolla Campus**    \_\_\_\_\_ **Washington Campus**

NAME: \_\_\_\_\_  
*Last                                  First                                  MI                                  Previous or Other Names                                  Student ID Number*

ADDRESS: \_\_\_\_\_  
*(Mailing)                          Street                                  City                                  State                                  Zip Code                                  County*

Home Phone: \_\_\_\_\_ Work/School Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
*(Falcon e-mail address)*

**Person to be notified in case of emergency:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**EDUCATION:**

High School Attended: \_\_\_\_\_ Year Graduated \_\_\_\_\_

**OR**, Earned GED: State: \_\_\_\_\_ Date Received: \_\_\_\_\_

**COLLEGE/PROFESSIONAL SCHOOL(S) ATTENDED:**

NAME: \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree \_\_\_\_\_

NAME: \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree \_\_\_\_\_

NAME: \_\_\_\_\_ Dates Attended \_\_\_\_\_ Degree \_\_\_\_\_

If you are currently attending college, list the courses being taken: \_\_\_\_\_

\_\_\_\_\_

**PROFESSIONAL REFERENCE INSTRUCTIONS:** Please fill in the following information. **Three (3) references are required by May 1<sup>st</sup> for a completed application file.** **Please note:** It is your responsibility to contact references and distribute the enclosed reference form to those individuals, with a stamped envelope addressed with the ECC Nursing address above. **Your references should be by a professional, no friends/relatives, who can attest to your character and work ethic, preferably a healthcare professional.** \*\*\*Students that have been previously enrolled in a PN nursing program, or are requesting nursing transfer, must supply one reference from the Dean/Director of that program.

NAME (First and Last) PLEASE PRINT LEGIBLY	STREET/BOX ADDRESS/CITY/STATE/ZIP (Must have <u>complete</u> addresses. If business address, please include name of business.)	TITLE/ POSITION	RELATIONSHIP (No friends/ relatives)

**WORK HISTORY:** List employment beginning with the *most recent* position.

NAME OF EMPLOYER	ADDRESS	POSITION HELD	DATES	
			From	To

**\*\*If yes, explain fully, in a separate notarized statement, and provide certified copies of court documents (i.e. docket sheet, complaint, and final disposition).**

YES	NO	Have you ever been convicted, adjudged guilty by a court, pled guilty, pled nolo contendere or entered an Alford plea to any crime, whether or not sentence was imposed excluding traffic violations? (This includes any crime where the disposition was a suspended imposition of sentence (SIS), or a suspended execution of sentence (SES), or if you pled guilty but were placed in an alternative or diversion court, including drug or DWI court.)
YES	NO	Have you ever been convicted, adjudged guilty by a court, pled guilty, pled nolo contendere or entered an Alford plea to any traffic offense resulting from or related to the use of drugs or alcohol, whether or not sentence was imposed? (This includes a disposition of a suspended imposition of sentence (SIS), suspended execution of sentence (SES), or placement in a post-plea alternative or diversion court and includes municipal charges of driving while intoxicated, driving under the influence and/or driving with excessive blood alcohol content.)
YES	NO	Do you have any condition or impairment, including a history of alcohol or substance abuse that currently interferes, or if left untreated may interfere, with your ability to practice in a competent and professional manner? <b>If yes, explain fully in a separate notarized statement.</b>
YES	NO	Are you now being treated, or have you been treated within the past five years, through a drug or alcohol rehabilitation program? <b>If yes, explain fully in a separate notarized statement and provide the discharge summary or other official documentation that shows your diagnosis, prognosis, and treatment plan.</b>
YES	NO	Are you listed on any state or federal sexual offender registry? <b>If yes, explain fully on a separate notarized statement.</b>
YES	NO	Have you ever been placed on an employee disqualification list or other related restriction of finding pertaining to employment within a health-related profession issued by any state or federal government or agency? <b>If yes, explain fully on a separate notarized statement.</b>

Any student who is found to have a criminal history for a class A or class B felony, as defined by state law, or is found to be on one of the governmental sanction lists, will not be able to continue enrollment in the East Central College Practical Nursing program. **Acceptance into, and completion of the program, does not guarantee licensure by the Missouri State Board of Nursing. If criminal history prohibits placement in the clinical setting, you will not be able to complete the practical nursing program at East Central College.**

**Admission is contingent upon a successful criminal background check and a satisfactory drug screening. The procedures are completed after the initial acceptance letter is sent.**

*I understand that all information contained in this application, high school, college or university transcripts, together with the information received from references, will be presented to an admissions committee for review. I hereby grant permission to have my records reviewed.*

*In applying for admission to a practical nursing program at East Central College, I hereby \_\_\_\_\_ **waive** my right of access or, I hereby \_\_\_\_\_ **do not waive** my right of access, to confidential letters and statements of recommendation submitted by references on my behalf as provided by Federal Law, PL93-380.*


*List all states in which you have resided in the past 10 years. \_\_\_\_\_*

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***By signing this application, I understand that it is my responsibility to check the completion status of my application file no later than May 1<sup>st</sup> before the year of desired program entrance. The file must be complete for consideration. I also understand that any falsification of this application will result in ineligibility for admission.***

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**



**EAST CENTRAL COLLEGE**  
**Practical Nursing Program**  
**Professional Reference Form**

**Please Return by May 1<sup>st</sup>**

**Section A: Applicant Instructions:**

Please complete this section and then present this form to the person providing the reference. The reference form may be returned to you *in a sealed envelope* for you to submit with your application packet. Forms should be completed by a professional, **other than a friend or relative**, who can attest to your character and work ethic, preferably a healthcare professional.

**PLEASE NOTE: *Applicant files close May 1st.***

*Applications will not be reviewed unless references are on file by the deadline.*

**Name:** \_\_\_\_\_  
*Last*
*Maiden (if applicable)*
*First*
*Middle Initial*

**WAIVER OPTION:** In applying for admission to the practical nursing program at East Central College, this student agrees to waive their Right of Access, as provided by Federal Law, PL93-380, to confidential letters and statements of recommendation submitted by references on their behalf as constituted by their signature below. ***If no signature is given***, the student will have the right to read this reference.

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Section B: Person Completing Reference Form:**

The above individual has applied to the East Central College Practical Nursing Program. Graduates of the ECC Program are expected to pursue careers in the nursing field. Your assessment of their potential is essential in the process used for selection of final candidates.

Relationship to applicant? \_\_\_\_\_ How long have you known this applicant? \_\_\_\_\_

Please carefully assess the applicant in the following areas, comparing this applicant to others you have known who have similar levels of experience or education.

Criteria	Excellent	Above Average	Average	Below Average	Unable to Judge
<b>Communication Skills:</b> <i>(Command of oral and written language, use of appropriate body language)</i>					
<b>Reliability/Integrity:</b> <i>(Honest; trustworthy; conscientious)</i>					
<b>Motivation:</b> <i>(Committed based on mature values; realistic view of profession)</i>					
<b>Maturity:</b> <i>(Self-control, unselfish, realistic self-appraisal)</i>					
<b>Perseverance:</b> <i>(Steadfast in purpose; disciplined work habits; stamina/endurance)</i>					
<b>Interpersonal Relations:</b> <i>(Effective response/sensitivity to feelings/needs of others)</i>					
<b>Emotional Stability:</b> <i>(Performance under pressure; absence of tension symptoms; mood stability)</i>					
<b>Intellectual Ability:</b> <i>(Capable of understanding new ideas and concepts)</i>					
<b>Resourcefulness:</b> <i>(Adaptable in new situations; effective use of resources)</i>					
<b>Judgment:</b> <i>(Ability to analyze a situation and make appropriate decisions)</i>					

Please share any ***additional strengths, weaknesses or concerns*** that the selection committee should consider for this candidate (please use back of page for additional space):

Reference Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Please Print Name: \_\_\_\_\_

***Thank you for taking the time to provide a reference for this potential practical nursing student.***

Updated 6/2025



Please return by May 1<sup>st</sup>

## EAST CENTRAL COLLEGE Practical Nursing Program Professional Reference Form

**Section A: Applicant Instructions:**

Please complete this section and then present this form to the person providing the reference. The reference form may be returned to you *in a sealed envelope* for you to submit with your application packet. Forms should be completed by a professional, **other than a friend or relative**, who can attest to your character and work ethic, preferably a healthcare professional.

**PLEASE NOTE:** *Applicant files close May 1st.*

*Applications will not be reviewed unless references are on file by the deadline.*

**Name:** \_\_\_\_\_  

*Last*
*Maiden (if applicable)*
*First*
*Middle Initial*

**WAIVER OPTION:** In applying for admission to the practical nursing program at East Central College, this student agrees to waive their Right of Access, as provided by Federal Law, PL93-380, to confidential letters and statements of recommendation submitted by references on their behalf as constituted by their signature below. **If no signature is given**, the student will have the right to read this reference.

**Applicant's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Section B: Person Completing Reference Form:**

The above individual has applied to the East Central College Practical Nursing Program. Graduates of the ECC Program are expected to pursue careers in the nursing field. Your assessment of their potential is essential in the process used for selection of final candidates.

Relationship to applicant? \_\_\_\_\_ How long have you known this applicant? \_\_\_\_\_

Please carefully assess the applicant in the following areas, comparing this applicant to others you have known who have similar levels of experience or education.

Criteria	Excellent	Above Average	Average	Below Average	Unable to Judge
<b>Communication Skills:</b> <i>(Command of oral and written language, use of appropriate body language)</i>					
<b>Reliability/Integrity:</b> <i>(Honest; trustworthy; conscientious)</i>					
<b>Motivation:</b> <i>(Committed based on mature values; realistic view of profession)</i>					
<b>Maturity:</b> <i>(Self-control, unselfish, realistic self-appraisal)</i>					
<b>Perseverance:</b> <i>(Steadfast in purpose; disciplined work habits; stamina/endurance)</i>					
<b>Interpersonal Relations:</b> <i>(Effective response/sensitivity to feelings/needs of others)</i>					
<b>Emotional Stability:</b> <i>(Performance under pressure; absence of tension symptoms; mood stability)</i>					
<b>Intellectual Ability:</b> <i>(Capable of understanding new ideas and concepts)</i>					
<b>Resourcefulness:</b> <i>(Adaptable in new situations; effective use of resources)</i>					
<b>Judgment:</b> <i>(Ability to analyze a situation and make appropriate decisions)</i>					

Please share any **additional strengths, weaknesses or concerns** that the selection committee should consider for this candidate (please use back of page for additional space):

Reference Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

**Thank you for taking the time to provide a reference for this potential practical nursing student.**

Updated 6/2025



## EAST CENTRAL COLLEGE

### Practical Nursing Program Professional Reference Form

**Section A: Applicant Instructions:**

Please complete this section and then present this form to the person providing the reference. The reference form may be returned to you *in a sealed envelope* for you to submit with your application packet. Forms should be completed by a professional, **other than a friend or relative**, who can attest to your character and work ethic, preferably a healthcare professional.

**PLEASE NOTE:** *Applicant files close May 1st.*

*Applications will not be reviewed unless references are on file by the deadline.*

<b>Name:</b>	_____	_____	_____	_____
	<i>Last</i>	<i>Maiden (if applicable)</i>	<i>First</i>	<i>Middle Initial</i>
<p><b>WAIVER OPTION:</b> In applying for admission to the practical nursing program at East Central College, this student agrees to waive their Right of Access, as provided by Federal Law, PL93-380, to confidential letters and statements of recommendation submitted by references on their behalf as constituted by their signature below. <b>If no signature is given</b>, the student will have the right to read this reference.</p>				
Applicant's Signature _____		Date _____		

**Section B: Person Completing Reference Form:**

The above individual has applied to the East Central College Practical Nursing Program. Graduates of the ECC Program are expected to pursue careers in the nursing field. Your assessment of their potential is essential in the process used for selection of final candidates.

Relationship to applicant? \_\_\_\_\_ How long have you known this applicant? \_\_\_\_\_

Please carefully assess the applicant in the following areas, comparing this applicant to others you have known who have similar levels of experience or education.

Criteria	Excellent	Above Average	Average	Below Average	Unable to Judge
<b>Communication Skills:</b> <i>(Command of oral and written language, use of appropriate body language)</i>					
<b>Reliability/Integrity:</b> <i>(Honest; trustworthy; conscientious)</i>					
<b>Motivation:</b> <i>(Committed based on mature values; realistic view of profession)</i>					
<b>Maturity:</b> <i>(Self-control, unselfish, realistic self-appraisal)</i>					
<b>Perseverance:</b> <i>(Steadfast in purpose; disciplined work habits; stamina/endurance)</i>					
<b>Interpersonal Relations:</b> <i>(Effective response/sensitivity to feelings/needs of others)</i>					
<b>Emotional Stability:</b> <i>(Performance under pressure; absence of tension symptoms; mood stability)</i>					
<b>Intellectual Ability:</b> <i>(Capable of understanding new ideas and concepts)</i>					
<b>Resourcefulness:</b> <i>(Adaptable in new situations; effective use of resources)</i>					
<b>Judgment:</b> <i>(Ability to analyze a situation and make appropriate decisions)</i>					

Please share any **additional strengths, weaknesses or concerns** that the selection committee should consider for this candidate (please use back of page for additional space):

Reference Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

**Thank you for taking the time to provide a reference for this potential practical nursing student.**



# EAST CENTRAL COLLEGE

## Practical Nursing Program

### Medical Marijuana Policy

As of December 2018, Article XIV of the Missouri Constitution now allows for the possession and cultivation of marijuana for medical use, after voters approved a statewide ballot measure. Under the program developed by the Missouri Department of Health and Senior Services, Missouri physicians may certify that their patients are eligible for medical marijuana use. Patients who receive certification must then apply for an identification card authorizing their use of medical marijuana.

Please note, ***marijuana is still illegal at the federal level.*** Regardless of whether medical marijuana is legal in Missouri, federal law requires that colleges and universities adopt and enforce drug-free workplace policies, as well as programs to prevent the unlawful possession, use, or distribution of illicit drugs by students and employees. Accordingly, because marijuana is still considered illegal under federal law as a “Schedule I” drug, ***East Central College must prohibit its distribution, possession, and consumption on property owned and operated by the College or its affiliates (clinical partner affiliations).***

Students and employees who are found in possession or under the influence of marijuana will be subject to disciplinary action in keeping with the College’s policies and procedures. Please be advised that disability accommodations are not available for medical marijuana use. Students are encouraged to seek assistance with ACCESS services for options related to alternative accommodations. In the event that the authorized use of marijuana for medical purposes while off-campus impairs a student or results to student conduct violations, it may result in disciplinary consequences from the program and/or College.

CBD oils, supplements, and products derived from hemp are legal under both federal and Missouri law, but may not be sold on campus. Individuals are cautioned to use these products at their own risk. ***These types of supplements may still be detected in small amounts or types and can result in a positive drug screen (AJN, 2/2021)***

**Student Name (printed legibly):** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\*\*Please submit this form with your application.