

Athena Career Academy

LPN to RN Program

Student Checklist



Admissions

- Online Application**
- Information Session**
- Submit a copy of Licensed Practical Nurse Transcript**
- Valid Ohio LPN License** (conducted by the RN Program Director)
- Financial Aid Appointment Date:** _____
- Government Issued Identification**
- Signed Social Security Card** (No lamination)
- BCI & FBI Background Check** (Must be no earlier than **90 days prior to start date**)
- Certified Profile Account** (Maintains all background and immunization records)
- High School/GED Transcript**
(Must include student's name, school name and address, proof through the 12th grade, graduation/test date and a signature from a school representative)
- Student Handbook** (Emailed to you)
- Sign Enrollment Agreement**
- Complete an online State of Ohio Disclosure Course**

Medical

- Provide proof of Healthcare Provider CPR**
(Option to take at Athena for \$60)
- Pre-Admissions Health Form signed by Physician within the last year.**
(Must use form provided by Athena)
- Drug Screen - \$25**
(10 panel drug screen required and must be no earlier than **90 days prior to start date**)
- Provide proof of the current season's flu shot.**

Please check with Certified Profile for full requirements of immunizations below:

- 2-Step TB** (Current 2-step which includes a shot in each arm 1 to 3 weeks (7-21 days) apart **OR** proof of original 2-step and up-to-date annuals, **OR** a clear chest x-ray that is negative for TB conducted **within a 12 month window prior to start date**)
- MMR** (2 injection series or titer, any time in lifetime)
- Varicella** (1 injection or titer, any time in lifetime)
- Hepatitis B Series**
(3 injection series or titer, any time in lifetime or signed Athena Hepatitis B Vaccine Waiver)
- Tdap, TD, or Tetanus** (1 injection within the last 10 years)

This checklist is to be used as a guide to help you with the enrollment process and is not to be considered a contract of any kind. Requirements and fees are subject to change.



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Monday - Friday: 8 AM - 5 PM