

# PN Student File Checklist



## Enrollment Process

### Part 1:

- Information Session
- Complete FAFSA <https://studentaid.gov>
- Pass ACT Workkeys Test - \$30

### Part 2:

- Financial Aid Appointment
- Drug screen - \$25 Panel drug screen required and must be no earlier than 90 days prior to start date, Payable by Student. **If you fail the drug screen, you will be unable to attend Athena indefinitely.**
- BCI/FBI Background Check – (Payable by Athena)

### Part 3: (Additional Documents) **[Scanned, faxed, or hard copy] \*\*CANNOT accept "pictures" of documents\*\***

- Government Issued Identification
- Social Security Card (No lamination)
- High School Transcripts/GED Transcripts
  - (Copies of Diplomas NOT accepted)
  - Any Foreign transcripts must be evaluated, and proof of US equivalency provided
- CPR Card – BLS Healthcare Provider course **through the American Heart Association ONLY** (Option to take at Athena \$60; HeartCode BLS + BLS Skill Session or BLS Provider ONLY)
- Pre-Admissions Health Form signed and stamped by Physician within the last year
  - (Must use form provided by Athena, if a stamp is not available, letter of verification required)
- 2 Step TB (Current 2 Step which includes a shot in each arm 1 to 3 weeks (7 to 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 the start date, **OR** a current negative QuantiFERON®-TB Gold Plus-QFT-Plus)
- MMR (2 injection series anytime in lifetime **OR** a positive IGG titer within the last 10 years. If the titer is negative, a booster shot is required)
- Varicella (1 injection anytime in a lifetime **OR** a positive IGG titer within the last 10 years. If the titer is negative, a booster shot is required)
- Hepatitis B Series (3 injection series anytime in lifetime **OR** a positive IGG titer within the last 10 years OR signed Athena Hepatitis B Vaccine Waiver)
- Tdap, TD, or Tetanus (1 injection within the last 10 years)
- Flu Shot -Required (Current/Upcoming Season) **Only needed if you are starting between September – April. Please note when flu season returns, you will be required to get one while in the program.**
- Covid-19 Vaccine(s) (Completed Series-Fully vaccinated) *\*Can be 2 Pfizer, 2 Moderna, or 1 Johnson & Johnson's Janssen*

### Part 4: (Enrollment)

- Online Application (Admissions Rep. will send link)
- Complete State of Ohio Online Disclosure Course
- Sign Enrollment Agreement
- Payment (If applicable)

Orientation Date: \_\_\_\_\_ Class Start Date: \_\_\_\_\_

***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.***