



Spring 2027 ADN Application Guide





MINIMUM REQUIREMENTS

- **Anatomy, Physiology, Microbiology** and **English** are the minimum prerequisites for the Generic and Advanced placement (LVN-RN) options and **must** be completed **prior to applying** with a minimum of "C" or better.
- Minimum **GPA** of **2.5** for **science prerequisite courses (Anatomy, Physiology, Microbiology)**.
- Minimum cumulative **GPA** of **2.5** for **ALL college coursework** (regardless of applicability to nursing).
- All three (3) science prerequisite courses (**Anatomy, Physiology, Microbiology**) must be completed within the last **five (5) years from the time of the application**. **Fall 2021 is the cutoff for Spring 2027.**
- Only **one letter grade repetition (ex. F, D, C, C- or B)** in the group of science prerequisite courses (**Anatomy, Physiology, and Microbiology**) is allowed within the last **five (5) years**. **If a student exceeds one letter grade repeat in the last five (5) years, they will not be eligible for consideration.**
 - *Science prerequisite courses attempted prior to five (5) years and Withdrawals (W) are **excluded** from the science prerequisite repeat policy.*
- Online science prerequisite courses are accepted.
- Coursework from foreign transcripts will not be granted credit for prerequisite courses & nursing general education requirements.



APPLICATION AND SELECTION

- ADN/RN program accepts applications twice a year for fall and spring admission for both the Generic and Advanced Placement (LVN-RN) Options.
- Fall application period is typically February-March and the Spring application period is typically August-September.
- Citrus College selects all candidates exclusively using the Multi-Criteria for Selection (point system).
- The amount of admitted students may vary for each application cycle. The program may accept up to 60 students per admission cycle contingent upon the applicant pool
- All applications are reviewed and processed with admission decisions released after the deadline.
- No priority is given based on when an application is submitted.



Citrus College ADN Class of 2026



ADN APPLICATION TIMELINE

ADN Application Period	Decision Letters (to Citrus email)	ATI TEAS	ADN Mandatory Events	Beginning of Program
August 3 rd – September 10 th	Late September to mid October	October 27 th * *The ATI TEAS exam will be offered to <u>provisionally admitted</u> and <u>alternate students</u> who have not attempted the exam or have not successfully passed it within the last year	<u>ADN Orientation</u> November 17 th <u>ADN Training</u> AP Option: December 1 st Generic Option: January 26 th	Week of January 4 th (LVN-RN Option) Week of February 17 th (Generic Option)

All dates listed are subject to change.



TRANSCRIPTS

Degrees/Certificates/Skill Awards

AS Pre-Allied Health
12/16/2023

Cert in CSUGE
12/16/2023

DEGREES | CERTIFICATES AWARDED

BACHELOR OF SCIENCE AWARDED SEPTEMBER 10, 2021
IN NEUROSCIENCE

TRANSFER CREDIT

		PSD
ADVANCED PLACEMENT	1 TERM TO 10/2017	52.0
AMERICAN UNIVERSITY DC THE	1 TERM TO 10/2017	1.5

Transfer Credits

Transfer Credit from Mount San Antonio College

GPA	Attempted	Earned	Points
2.50	8.00	4.00	20.00

Spring Semester 2025 (01/18/2025 - 05/16/2025)

Program: Psychology

Course	Description	Attempted	Earned	Grade	Points
BIO2340	Human Anatomy	3.00	3.00	A	12.00
BIO2340L	Human Anatomy Laboratory	1.00	1.00	A	4.00
PSY4433	Experimental Psychology	3.00	0.00		0.00
PSY4433A	Experimental Psychology Act	1.00	0.00		0.00

- Official transcripts must be sent directly to the Admissions and Records Office (electronic or mail or in-person) **PRIOR** to applying.
- It is your responsibility to request the transcripts from the schools you have attended and that they be sent directly to Citrus College's Admissions and Records office.
- Citrus College transcripts **DO NOT** need to be requested or uploaded.
- It is strongly recommended (not required) to include a copy of your transcripts in the online application.
- LVN applicants **must** include a copy of their LVN program transcript in the online application.
- Transcripts must be from **ALL** colleges attended.
- Transcripts must be **up-to-date** (showing current coursework and degrees).
- Advanced Placement (AP) credit posted on transcripts will not be sufficient and will require an official AP score report sent to Admissions and Records.



ADN APPLICATION SIGN IN

 **CITRUS COLLEGE**

Sign in

Email, phone, or Skype

[Can't access your account?](#)

Next

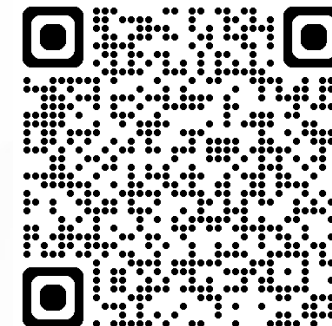
Through the entry of my Citrus College credentials, I affirm that I am the person who is authorized to use this account. I agree to follow Citrus College Policies and Procedures while using this account.

Please enter your username including @student.citruscollege.edu if you are a student and @citruscollege.edu if you are staff.

Support may be reached by phone at (626) 857-4100 or ext. 4357 (HELP) from on-campus or by submitting a ticket through our [TeCS Support form](#).

 Sign-in options

- The online ADN application will require setup and access to your Citrus College email address (example: jondoe123@student.citruscollege.edu).
- The username will be your Citrus College email address, and your default password will be uppercase "C" and lower case "c" followed by your date of birth in "mmddyy" format, example: Ccmmddyy.
- If you need further assistance with your Citrus email, please contact the Citrus College TeCS Help Desk at (626) 857-4100 or via email at TeCSHelpDesk@citruscollege.edu or by submitting an online form below:





IMPORTANT REMINDERS



Important: Before You Begin Your Nursing Program Application

Before starting, please ensure you have all the necessary information, such as personal details and academic history, ready to complete the form. Your progress will be automatically saved in your browser. If you have questions or need assistance, contact us at ADNApplication@citruscollege.edu.

OK

- You may sign in and out of the application as your progress will be automatically saved.
- Take your time to prepare your documents and information to complete the application.
- The application has a hard deadline; therefore, it cannot be submitted after 3:00pm on September 10th regardless if the application was started before 3:00pm.
- Once an application has been submitted it cannot be changed.



ADN APPLICATION - HIGH SCHOOL GRADUATION/EQUIVALENCY VERIFICATION

- Select the highest level of education you have completed from the options listed in the application.
- Students who have earned an Associate degree or higher do not need to submit proof of high school education or equivalent.
- The degree must be posted on your official transcript if you select the option of AA/AS Degree or higher **or** BA/BS Degree or higher
- **DO NOT** select the option of AA/AS Degree or higher if the degree is pending and has not officially been posted on the official transcript.

- ☒ High School Diploma
Please upload a copy in the Documents section below.
- ☐ High School Proficiency Exam
Please upload a copy in the Documents section below.
- ☐ High School Transcripts
Please upload a copy in the Documents section below.
- ☐ General Educational Development (GED)
Please upload a copy in the Documents section below.
- ☐ International Transcript Evaluation Report
Please upload a copy in the Documents section below and submit the official transcript to the Admissions and Records Office.
- ☐ AA/AS Degree or higher
Please upload an unofficial transcript in the Documents section below and submit the official transcript to the Admissions and Records Office.
- ☐ BA/BS Degree or higher
Please upload an unofficial transcript in the Documents section below and submit the official transcript to the Admissions and Records Office.



ADN APPLICATION - COLLEGES ATTENDED

- Report **ALL** colleges and universities previously attended, regardless of applicability to nursing.
- **DO NOT** report a college/university that you just began and will not have an academic record.
- **DO NOT** report an institution in which there is no completed coursework.
- **DO NOT** report a private trade college/vocational school **unless** it was for a Licensed Vocational Nursing program.

Colleges Attended

- List all colleges attended even if the coursework is not relevant to nursing.
- Do not list a college if you have just begun enrollment and/or do not have completed coursework.
- For Advanced Placement (LVN-RN) applicants, you must include unofficial LVN program transcripts.

Add College

Colleges Attended

- List all colleges attended even if the coursework is not relevant to nursing.
- Do not list a college if you have just begun enrollment and/or do not have completed coursework.
- For Advanced Placement (LVN-RN) applicants, you must include unofficial LVN program transcripts.

e.g. Pasadena City College



e.g. Pasadena City College



e.g. Pasadena City College



Add College



ADN APPLICATION - PREREQUISITE COURSES

- Report prerequisite coursework as they appear on your transcripts.
- Report ***ALL*** graded attempts in anatomy, physiology, and microbiology within the **last 5 years (Fall 2021 to present)**.
- Attempts ***prior*** to **Fall 2021** ***and*** **withdrawal grades** in prerequisite sciences **DO NOT** need to be reported in this section.
- If a prerequisite science consisted of a separate lecture and lab, input information for both the lecture and lab.
- Report AP credit as it appears on a score report from College Board.

Human Anatomy					
Course Title*	College Name*	Units*	Grade*	Term*	Year*
BIOL 200: Human Anatomy	Citrus College	4	A	Fall	2024
☐ Repeated within the last five (5) years?					

Human Physiology					
Course Title*	College Name*	Units*	Grade*	Term*	Year*
ANAT 10B: Introductory Human Physio	MT. SAC	4	A	Spring	2025
☐ Repeated within the last five (5) years?					

Microbiology					
Course Title*	College Name*	Units*	Grade*	Term*	Year*
BIOL 23/BIOL 23L: General Microbiology	Chaffey College	5	A/A	FALL/SPRING	2023/2024
☐ Repeated within the last five (5) years?					

English: Academic Reading and Writing					
Course Title*	College Name*	Units*	Grade*	Term*	Year*
English AP	College Board	5	4	Spring	2018



ADN APPLICATION - Multi-Criteria Checklist

- You may select only one criterion per category.
- Only criteria selected will be reviewed.
- Refer to the Multi-Criteria for Selection on the ADN webpage for more information and guidance.
- Remember to upload supporting documentation for any criterion selected, otherwise, credit will not be granted

Healthcare Experience

- ☐ Licensed/certified acute healthcare experience with at least 1,000 hours
- ☐ Licensed/certified acute healthcare experience under 1,000 hours (between 500-999)
- ☐ Licensed/certified non-acute healthcare experience with at least 1,000 hours
- ☐ Licensed/certified non-acute healthcare experience under 1,000 hours (between 500-999)
- ☐ Relevant healthcare experience with at least 500 hours
- ☐ Certificate/License Only
- ☐ Volunteer experience with at least 200 hours

Healthcare Experience Requirements

Note: Must be within the past 5 years, with direct human patient care. Direct Patient Care = Hands on, face to face contact with patients for the purpose of diagnosis, treatment and monitoring, per the [CDC website](#). Occupations listed below are examples only and are not an exhaustive list of licenses/certifications that may be accepted. The program will make the final determination of acceptance of work or volunteer experience.

- **Licensed or certificated healthcare worker** with direct patient care, e.g., CNA, EMT, Paramedic, Medical Military Experience, Psychiatric Technician, Healthcare related therapist (RT, PT, OT), PT/OT Assistants, Radiologic Technician, Medical Sonographer, Medical Assistant, etc.
- **Relevant healthcare employment** with or without licensure/certification will be reviewed on a case-by-case basis.
- **Acute** care refers to services where a patient receives active treatment for an injury/trauma or episode of severe/sudden illness, an urgent medical condition, or during recovery from surgery. Examples include but are not limited to hospitals, subacute, post-acute, and long-term care acute.
- **Non-acute** care refers to treatment of non-urgent matters and is aimed at maintenance. It is defined as specialized multidisciplinary care in which the primary need for care is optimization of the patient's functioning and quality of life. Examples include but are not limited to skilled nursing facilities, hospice, home health care, independent living, surgery centers, physician clinics, urgent care, school districts, outpatient treatment centers and mental health services.



UPLOADING FILES

Upload Required Documents

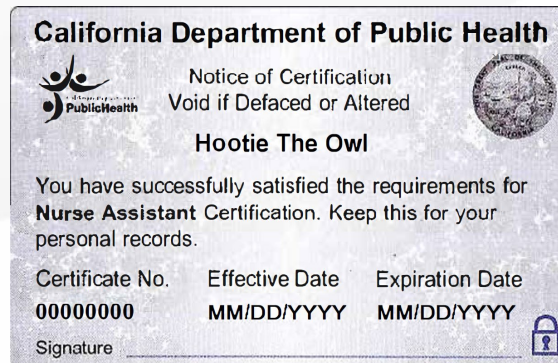
Use this space below to upload any relevant document(s) for your application (if applicable). Only JPEG, PDF and Word (Doc & Docx) documents can be uploaded. This may include, but is not limited to:

- Copy of high school education or equivalent (if applicable)
- Copy of college/university transcripts (official transcripts must still be sent to the Admissions and Records Office prior to submitting this application)
- Letter from previous RN program (if applicable)

Based on your answers in the Multi-Criteria Checklist above, please upload documents for the following selections:

Drag & Drop your files or [Browse](#)

- Files **MUST** be in JPEG, PDF, or Microsoft Word (Doc & Docx)
- Avoid uploading large files in the application. If necessary, use a compressor tool to reduce the size of a file.
- Each letter/document may be used as verification for only one criterion. Separate documents must be submitted to receive points for each criterion selected.
- Letters must be on letterhead and include an original signature (wet or electronic).
- **DO NOT** upload photo identification, a social security card or individual tax identification number in the application.
- **DO NOT** upload a college degree diploma/certificate in the application.
- **DO NOT** upload an ATI TEAS exam score report in the application.
- **DO NOT** upload personal statements and/or letters of recommendation.





SUBMITTING APPLICATION

- An email confirmation will be sent to your Citrus College email address after the application has been submitted.
- If you experience a technical issue with your online application, please contact adnapplication@citruscollege.edu and provide a screenshot of the error message you encounter.

Associate Degree Nursing (ADN) Application

▲ Spring
September 15th 08

Application Instructions

A. Steps PRIOR to submitting an app

1. **Become a Citrus College Student** - Students must be currently enrolled at Citrus College to receive a Citrus College Student ID card. Access to the online A...
 - **IMPORTANT: Communicate**...
email address.
 - If you need further assistance...
2. **Attend an ADN Application Workshop** - Students are highly encouraged to attend an application workshop. ADN Application workshops and attendance will not be recorded. [View workshop details and schedules.](#)
3. **Meet with a Nursing Counselor** - Students are highly encouraged to meet with a nursing counselor to discuss eligibility requirements and to get clarification on whether the courses you took outside of Citrus College will be equivalent to ours. [Schedule an appointment with a nursing counselor.](#)

ADN Program Application

Your application has been submitted successfully and is now under review. Please check your Citrus College student email for a confirmation of your submission.

OK

on Only:
M PDT (Deadline)

the [online application for admission](#)
Students do not need to reapply to Citrus
... [ss \(office 365\)](#) and [Citrus login](#).
... an official Citrus College student
... please contact [TeCServices](#) by phone

Citrus College Applications <noreply@newapps.citruscollege.edu>

To:

Citrus College Applications

Hello Minnie

Thank you for submitting your application for admission to the Citrus College ADN (RN) Program. No further changes can be made or additional documents will be accepted for your application.

CHECK YOUR CITRUS EMAIL for important information from Citrus College regarding your application status. Please do not call the Health Sciences Department regarding your application status.

Confirmation number: 619777

Please keep this email for your records.

Sincerely,
Citrus College Applications

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COMMON MISTAKES TO AVOID

- Not reading the instructions carefully.
- Citrus College email not accessible.
- Not submitting official transcripts to Admissions and Records prior to submitting application.
- Transcripts not up-to-date *and/or* missing.
- Missing high school documentation (if applicable).
- Not including healthcare license or certificate along with an employer letter and/or documentation.
- Incomplete and/or illegible documentation.

Registered Nursing (ADN) Application

▲ Spring 2027 Application filing period:
August 3rd 08:00 AM PDT (Opens) – September 10th 03:00 PM PDT (Deadline)

Application Instructions

A. Steps PRIOR to submitting an application

1. **Become a Citrus College Student** - New or former students to Citrus College must complete the [online application for admission](#) to receive a Citrus College Student ID number and/or reactivate your account. Actively enrolled students do not need to reapply to Citrus College. Access to the online ADN application will require a [Citrus College student email address \(office 365\)](#) and [Citrus login](#).
 - **IMPORTANT: Communication regarding the application will be conducted ONLY through an official Citrus College student email address.**
 - If you need further assistance regarding your Citrus College email address and/or login -- please contact [TeCServices](#) by phone at [\(626\) 857-4100](#) or you can also submit a ticket through a [support form](#).
2. **Attend an ADN Application Workshop** - Students are strongly recommended to attend an application workshop. ADN Application workshops will not be recorded and are not required to submit a nursing application. [View workshop details and schedules](#).
3. **Meet with a Nursing Counselor** - Students are strongly recommended to meet with a nursing counselor to review transcripts to determine course equivalencies, discuss eligibility requirements, and/or review an application. [Schedule an appointment with a nursing counselor](#). An evaluation of college/university transcripts and/or an appointment with a nursing counselor is not required to submit a nursing application.
4. **Submit ALL official college/university transcripts** – Students MUST submit all official transcripts (regardless of applicability to nursing) to [Admissions and Records](#) PRIOR to submitting the ADN application.
 - **Citrus College transcripts do NOT need to be requested.**
 - **Preferred Method (Electronic Transcripts):** Official electronic transcripts must be sent to Citrus College's Admissions and Records



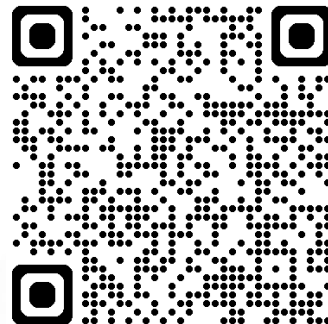
CONTACT US

For questions regarding the application, you may contact
adnapplication@citruscollege.edu
or call the Health Sciences Department at (626) 914-8720

To schedule an appointment with a Nursing Counselor:

If you are a new student at Citrus College, you may not access the Online Appointment Scheduler, therefore you must call the Counseling & Advisement Center at **(626) 914-8539**.

The Counseling Online Appointment Scheduler:



Nursing Counselor: Jorge Acosta