



**SPRING 2025 LPN-ASN PROGRAM APPLICATION
FORM (FA25 - FA26 Cohort)
APP # _____**

GENERAL INFORMATION: This application is for admission to the LPN-ASN program at LSU Eunice. By completing this form, you are seeking admission to the clinical portion of this program. All applications must be received by **March 1st, 2025**. If you have any questions regarding this application, please call 337-550-1311 or 337-550-1357

INSTRUCTIONS:

1. Fill out this application and return it to Health Sciences Business Technology, T-104 **by March 1st**. Only mail this application if you are **NOT** currently attending LSUE as a student & are unable to come in person. The application must arrive by **MARCH 1st** to be considered for admission for the fall 2025 LPN-ASN cohort.
Our address is:
**LSU Eunice, Health Sciences & Bus. Technology
P. O. Box 1129
Eunice LA 70535**
Include a copy of **ALL** transcripts from colleges you have attended or have them submitted to LSUE Admissions before the deadline for applications. If you are currently enrolled in a university other than LSUE send a copy of the transcript to Health Sciences & Business Technology immediately following the posting of those final grades. These final grades must be received before the program selection date. LSUE Admissions will also need an official copy sent from that University as soon as possible.
2. Apply separately for general admission, if **not currently enrolled at LSU Eunice**. Contact the Office of Admissions, LSU Eunice, P. O. Box 1129, Eunice, LA 70535 or register online at www.lsue.edu.
There will be a \$25.00 general admission application fee. The university application must also be completed by **MARCH 1st**. **The University will collect the \$25.00 application fee. Do not include it with your Nursing application submission.**
3. Attach all supporting documentation or this application will be considered incomplete and will not be accepted for consideration for admission unless all documents are attached.
4. Please read important information regarding Financial Aid attached.
5. All applicants must take the **NLN NEX Assessment Examination**. Students must obtain a minimum composite score of 150. Please refer to the information in this packet for registering for the Entrance Examination. The NLN NEX can be taken ONCE per application period. **The exam must be paid for AND scheduled by MARCH 1st. Previously taken NLN NEX scores will be accepted for 365 days from date last taken to date of this selection.**

TURN IN PROOF OF PAYMENT FOR EXAM FROM NLN AND PROOF OF SCHEDULED EXAM FROM LSUE TESTING CENTER WITH YOUR APPLICATION.



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6. Successful completion of the following pre-requisite courses: All prerequisite courses must be complete by SPRING 2025 (MAY) to be eligible for this selection.

Table with 3 columns: Course Name, Course Description, and Credit Hours. Includes courses like English 1001, Math 1015, Psychology 2070, and a Total of 24 credit hours.

(Additional general education courses are required to graduate from the program. Review the Nursing Curriculum in the LSUE catalog for a full list of courses needed to graduate.)

- 7. Upon acceptance into the Nursing Program, a mandatory drug screen and background check (LSBN) will be required.
8. It is the right and privilege of all clinical sites to request that a drug test be performed prior to beginning (or at any time during) the clinical rotation in any facility.
9. Louisiana State Board of Nursing: Louisiana State Board of Nursing applications will be processed electronically through their portal if you are accepted into the program.
10. Fingerprinting and Criminal Background Check: As stated above, the Louisiana State Board of Nursing applications will be processed electronically through their portal if you are accepted into the program. ONLY AFTER you are accepted into the program and your Louisiana State Board of Nursing application is processed you will follow the instructions about fingerprinting and the Criminal Background Check – in this application.
11. By signing below, I authorize Louisiana State University Eunice to obtain and utilize records of Code of Conduct and policy violations as part of the selection process into Nursing

CERTIFICATION: I certify that I have read this application and instructions and that to the best of my knowledge the information given is correct and complete. I understand that if any information is incorrect or false, my application will be invalid. I understand that before an application is considered, completed applications, fees, and all scholastic records must be on file at the LSUE Registrar’s office and the Nursing office in the Division of Health Sciences and Business Technology.

Signature _____ ID# _____ Date _____



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Name Last First Middle Circle One M F

List any other names under which your records may be filed:

Mailing address: City

State Zip Code

Cell Phone Alt. Phone

Marital Status: Single Married Separated Divorced

Work Status - Full Time Part Time None

Ethnicity: Age as of January 18th, 2024

- American Indian / Alaskan Native 17-20
Asian 21-25
Black / African American 26-30
Hispanic / Latino 31-40
Native Hawaiian or Pacific Islander 41-50
White / Caucasian 51-60
Two or More Races 61 and older
Other or Unknown

PLEASE NOTE: Selection into both the ASN and LPN-ASN programs are done anonymously, with de-identified data (i.e. does not include names, location, credentials, etc.). The information collected above is for university purposes and is collected to assist in reporting data to ACEN (Accreditation Commission for Education in Nursing).

Number of times applied to the LSUE nursing program

Are you currently enrolled in another college or university? Yes No

If so, please specify institution

ALL COMPLETE TRANSCRIPTS FROM OTHER UNIVERSITIES MUST BE SENT TO HEALTH SCIENCES AS SOON AS THE SEMESTER ENDS.

List all colleges, universities, or hospital-based programs which you have previously attended in chronological order. All institutions must be listed regardless of whether credit was earned or desired. Failure to indicate attendance at another college or university may result in admission being denied or subsequent dismissal.

[Blank lines for listing institutions]

Have you completed all of the prerequisite for the Nursing Program? Yes No

Will you be complete with prerequisites in spring semester of application period? Yes No

List all courses in which you are currently enrolled:

[Blank lines for listing courses]



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DOCUMENTATION OF HEALTHCARE RELATED OR FULL TIME WORK

Please list and submit a letter from your employer stating the date of hire and daily responsibilities or tasks addressed to the Program Director. A minimum of 1-year experience will be required of all applicants to the LPN to ASN program beginning Spring 2026. Note: Letters of recommendation will not be accepted or utilized.

DOCUMENTATION OF DEGREE/CERTIFICATE/LICENSURE

Please list all applicable (and attach copy of documentation to validate):

Professional Credentials: _____

Degree(s): _____

DO NOT WRITE BELOW THIS LINE

Date Received	Paid	Accepted	Alt #

DIVISION OF HEALTH SCIENCES & BUSINESS TECHNOLOGY

AUTHORIZATION TO DISCLOSE CRIMINAL HISTORY RECORDS INFORMATION

I give LOUISIANA STATE UNIVERSITY at EUNICE authorization to disclose all criminal history records information to selected health care agencies providing clinical nursing practice experiences required for completion of the ASN degree at LOUISIANA STATE UNIVERSITY EUNICE.

I authorize Louisiana State University at Eunice to obtain and utilize records of Code of Conduct and Policy violations as part of the selection process into the Nursing Program.

Print Name

LSUE ID #

Signature

Date



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**PLEASE KEEP THIS FOR YOUR RECORDS
DO NOT TURN IN WITH APPLICATION**

IMPORTANT PLEASE READ

ATTENTION APPLICANTS FOR CLINICAL PROGRAMS

- You must complete the correct FASFA for the year you wish to apply. (Example: You must file the 2024 – 2025 FASFA form if you are applying for aid for Spring of 2025).
- If you are relying on financial aid to pay your fees, you are **STRONGLY** urged to complete your FASFA and submit all requested documents by June 1, 2025 (priority deadline for Fall 2025 for continuing students). Failure to meet this deadline may require you to be responsible for ALL required fees (tuition, books, supplies, etc.)
- You must submit a Financial Aid Appeal Form (<https://www.lsu.edu/financialaid/finaidforms.php>) if you have attempted over 123 hours which include any withdrawals (W's), fail courses (F's), or academic bankruptcy on your official transcript. For more information go to <https://www.lsu.edu/studentaffairs/finaidappeals.php>.
- You must be fully admitted to the University. You must submit to the LSU Eunice Office of Admissions official transcripts from every college or university at which you were previously enrolled. **Apply to LSUE before March 1st, 2025.**
- You must continue to check the status of your financial aid on your “myLSUE” account for current updates or notifications regarding your file.



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**Health Sciences Divisional Policy Updates
AY 24/25 (Effective 8/2024)**

Admission into any selective LSUE Health Science program (Nursing, Radiologic Technology, Respiratory Care, Diagnostic Medical Sonography, Surgical Technology) will be limited to two (2) admissions into any program in which the student has started the program but has unsuccessfully completed the program. This restriction applies to whether the student has voluntarily withdrawn from a program or has not met the required objectives necessary for program progression. This policy applies to students who have attempted the same program twice or who have attempted two different programs. This policy does not apply to students who have declined admission into a selective program after selection but before entering programmatic courses. Students wishing to apply for selection for a third entry and attempt in any selective LSUE Health Science program must wait a minimum of 5 years to reapply.

Students dismissed from any selective LSUE Health Science program for violations to the LSUE Student Code of Conduct or violations to any Program Policy(s) may not be allowed to reapply for selection into any selective LSUE Health Science program. A written request for appeal may be submitted to the Dean of Health Sciences, Business & Technology, and Public Protection and Safety for special consideration.

Transfer and re-entry students seeking selection into Health Science programs will have their transcripts evaluated for approved credit. The following guidelines will be applied to transfer and re entry credits for students seeking entry into one of the competitive Health Science programs:

- Math, Natural Science, and Medical Terminology courses must be less than 7 years of age at the time of re-entry or transfer.
- Courses other than Math, Natural Science, and Medical Terminology must be less than 10 years of age at the time of re-entry or transfer or have approval from the Dean of Health Sciences, Business & Technology, and Public Protection and Safety



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NLN NEX Instructions

ALL applicants are required to take the NLN NEX test. Please follow the instructions found in this application. Additional resources are in the attached Student Guide. Any questions about purchasing the exam or creating an account with NLN should be directed to NLN Assessment Services.

HOW IS THE TEST GIVEN?

The test is a computerized examination, purchased through NLN and administered in the LSUE Testing Center, in the Library (100- C) on the LSUE campus. There will be no proctored testing from outside of the Testing Center. Students must purchase the exam through NLN as well as pay to reserve a test date with the Testing Center. There are three sections of the exam (Verbal, Math, and Science). You will have 60 minutes to complete each section.

A composite score of 150 must be achieved.



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NOTE: If you already have an account, begin with step 8 to purchase the NLN NEX Exam.
DO NOT CREATE MULTIPLE ACCOUNTS.

HOW TO CREATE AN ACCOUNT WITH NLN:

1. Go to www.NLNtest.org and click the tab *Create New Account*.
2. Create a username and enter your **school email address** (we recommend using your school email address as your username).
3. Choose your institution (failure to choose your institution could mean a delay of up to 10 days).
4. Fill out your personal information.
5. Click *Create New Account*. You will receive a new account welcome email with a one-time link to complete the following: Verify your account, reset your password, and set your correct time zone (see below).
6. **Extremely Important: Change your time zone to your local time so that you meet the deadlines of the institution that you are applying to.**
7. After resetting your password, log out.

HOW TO PURCHASE THE NLN NEX EXAM:

8. Go to www.NLNtest.org and click *Log in*.
9. Type your username and password and click *Log in*.
10. Click *Register for Exam*.
11. Leave all fields BLANK except SITE.
12. Confirm the institution in the SITE field is correct.
13. Hit *Apply*.
14. Select the Event (must choose a day and time: NO VIRTUAL APPOINTMENTS) you want to register for – Click to register.
15. Verify the correct exam is showing and hit *SAVE REGISTRATION*.
16. It will then take you to the page where you will verify the test you want to register for – if correct, proceed to checkout. If incorrect, make changes, update the cart, and then checkout.
17. **The exam must be paid for AND scheduled by MARCH 1ST for the Spring administration and SEPTEMBER 14TH for the Fall administration. (Prices subject to change: \$52.50 NLN Exam: \$15.00 Testing Center)**
18. The NLN has a NO REFUND policy. Please make sure you have chosen the correct exam before completing your checkout. Once a purchase is made, it is final. **NO REFUNDS. NO RESCHEDULES.** You will be required to purchase a new exam if any changes are needed.
19. Click on My Assessments to verify your purchase. You should see the date and time of your NEX exam listed as an On Site exam. If you do not, contact NLN customer service to see if there was a problem with your registration.
20. Print one copy of your receipt to include with your application.
21. Continue with instructions on the next page to reserve your seat in the LSUE Testing Center.

Proof of purchase of the NLN NEX exam and email confirmation from the LSUE Testing Center of scheduled test is required at time of application submission.



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HOW TO SCHEDULE WITH THE LSUE TESTING CENTER:

(SEATING IS LIMITED SO SCHEDULE EARLY FOR MORE OPTIONS.)

Go to the LSUE Testing Center Website at <https://www.lsu.edu/testing-center/> to schedule and pay for the proctoring of the NLN NEX Exam.

Under “TESTING” choose “SCHEDULE AN EXAM”

22. Choose a group: select “LSUE Student”

23. Choose a group: select “NEX (Nursing Entrance Exam)”

24. Choose an exam: select “NEX (\$15.00)”

25. Choose a date: Choose the same date that you purchased (check NEX receipt)

26. Choose a time: Choose the same time that you purchased (check NEX receipt)

27. Name, Email, LSUE Student ID Number, Phone Number

28. Agree to the Exam Guideline Acknowledgement

29. ADD TO CART

30. CHECK OUT to complete the registration process. Make sure you receive an email confirmation of your appointment.

31. Print one copy of your receipt to include with your application.

You must create an account with NLN and **purchase the exam BEFORE scheduling** with the Testing Center.

If you do not schedule your exam for the same day and time that you purchased, your registration will be deleted, and fees will be forfeited.



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HOW MUCH DOES THE TEST COST? (Prices are subject to change.)

\$52.50 with NLN

\$15.00 with Testing Center

HOW DO I STUDY FOR THE TEST?

The NEX study materials are available from NLN. Please see the Student Guide, which is attached to this packet.

WHERE DO I REPORT THE DAY OF THE TEST?

Please report to the LSUE Library 100-C, 15 minutes prior to your test time. Bring a valid **physical photo ID** (phones are not allowed), and 2 **standard sharpened wooden pencils**. Mechanical pencils and calculators are NOT allowed.

Louisiana State Board of Nursing

17373 Perkins Road, Baton Rouge, LA 70810

Telephone: (225) 755-7500

www.lsbn.state.la.us

FINGERPRINT INSTRUCTIONS FOR CRIMINAL BACKGROUND CHECK (CBC)

DO NOT COMPLETE THIS PROCESS UNTIL AFTER YOU ARE SELECTED INTO THE NURSING PROGRAM AND YOU COMPLETE YOUR APPLICATION IN THE LSBN PORTAL

LSBN BACKGROUND CHECK PROCEDURES FOR APPLICANTS

As of November 1, 2024, the Louisiana State Board of Nursing will be using a new statewide applicant processing system for criminal background checks. As a part of the new process, applicants will be required to schedule a fingerprint appointment at a location of their choosing with the Identogo/Idemia company.

For in-state applicants:

1. To do this, please go to <https://uenroll.identogo.com/> use the following unique service code **27N3YH** which allows the system to identify which agency is requesting the background check. You must enter this code when registering. If you do not do so you will not be able to proceed. You are requesting a state and federal background check.
2. Select "Schedule or manage an appointment." Make an appointment at an office location and time that is convenient for you. This is a very simple process where you enter basic information and then select a date, time, and location for your appointment.
3. When you go to an Identogo office, your identity will be verified and your prints obtained via the Livescan technology.
4. You will pay Identogo directly for this service. Applicants may pay by credit/debit card, check or money order. Checks can be made out to either IDEMIA or IDENTOGO.
5. Once you have completed the appointment, the fingerprints are electronically submitted to LSP and the background check will be processed.
6. LSP will send the results via a secure interface within approximately 3 days.
7. The fee for State and Federal Livescan will be \$60.75.
8. Occasionally the fingerprints do not go through well and are rejected by the FBI and LSP's system. If this occurs, you will receive an email from identogo/idemia letting you know that you must reschedule an appointment and be fingerprinted again. You must use the link provided in the email to reschedule another appointment to avoid being charged again for the fingerprinting service.
9. A list of identification documents is provided on page 3 of these materials.

This new system is easy to use, but if you have any questions, you can call Identogo for assistance or to schedule an appointment at 1-844-539-5543, 6:00 am – 6:00 pm.



Livescan fingerprinting