



## Practical Nursing (PN) Certificate Program FAQ

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1. How do I know if the PN Certificate pathway is right for me?
  - All students interested in applying to the Nursing Program should meet with the Nursing Student Navigator to discuss which program option is the best fit for them. Schedule an appointment with the College Navigator by emailing [nursingalliedhealthnav@btc.edu](mailto:nursingalliedhealthnav@btc.edu).
2. Who do I reach out to request an audit to make sure I am Program-ready?
  - Applicants are strongly encouraged to request an audit from a Navigator before applying to their intended program. The Navigator will review the applicant's record to ensure completion of prerequisite requirements. To request an audit, email [NursingAlliedHealthNav@btc.edu](mailto:NursingAlliedHealthNav@btc.edu). Include your first and last name, intended program, and last 4 digits of your ctcLink student ID.
  - Audit requests will be fulfilled on a first come first serve basis. Applicants are encouraged to request their audit as early as possible to ensure a timely response. Wait times will be longer as application deadlines approach, and we recommend that applicants request an audit at least 3 weeks before they plan to apply.
3. How is the part-time PN Certificate option different from the full-time option?
  - In the part-time option students will complete theory courses in one quarter and then the clinical course the next quarter. Students will be in class 2-3 days per week part-time instead of 4-5 days per week in the full-time option.
4. How long will it take to complete the PN Certificate?
  - It will take a student six quarters to complete the certificate and include summer quarter. For example, students starting in spring quarter 2023 will complete in summer quarter 2024.
5. Will I receive an associate degree once I complete the PN Certificate?
  - No. Students who complete the PN pathway will receive a certificate from BTC and will be eligible to sit for the Practical Nursing licensure exam (NCLEX-PN).
6. Can I transfer from the PN certificate program to the full-time RN program?
  - No. The transfer policy of the BTC Nursing Program does not allow students in the PN certificate to transfer to the 2-year full-time RN program.
7. Will I be able to become a Registered Nurse (RN) if I choose this pathway?
  - Yes, Practical Nursing education can be a piece of the Registered Nursing educational pathway. Students who complete the PN Certificate, get licensed and complete the remaining prerequisite foundational courses may apply to the LPN-RN program option. Once a student has completed the LPN-RN program option they are eligible to become an RN.
8. Is the COVID-19 vaccine required for clinical placement?
  - Yes. All health students must be fully vaccinated against COVID-19 by the first day of the quarter in which they start. You will be required to obtain a COVID-19 vaccine during respiratory illness season. Proof of vaccination must include current season, the date of vaccination, and practitioner/location where your vaccination was administered.

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9. Are any COVID-19 vaccine exemptions accepted by the program?
- Personal exemptions are accepted in place of yearly COVID-19 vaccination. Contact [clinicalinfo@btc.edu](mailto:clinicalinfo@btc.edu) for information about the personal exemption.
10. How do I apply to the PN Certificate Program?
- The APL-N will only accept applications during the core program admissions application window. The application window for this program opens in January and will remain open until seats are filled. The first sorting of seat offers will happen in April and a second sorting of seat offers will happen in July. More information is posted on the [BTC PN Program website](#).
11. Is the admissions process for the PN Certificate different from the process for the RN Program?
- No, you will apply using the online portal on the [Practical Nursing Website](#)
12. What quarter can I start the program?
- The PN program enters cohorts of ten students twice a year in the fall and spring quarters.
13. Is the healthcare experience requirement the same for the PN Certificate as for the RN program?
- Yes. Applicants must have healthcare experience and submit the Healthcare Experience Verification Form for approval prior to applying. If you already have approved healthcare experience on file with BTC you do not need to resubmit it for the PN Program.
14. What qualifies as Healthcare Experience?
- Nursing Assistant      ▪ Paramedic      ▪ Radiology Technologist
  - Medical Assistant      ▪ Emergency Medical Technician      ▪ Surgical Technologist
  - Home Care Aid      ▪ Emergency Medical Responder      ▪ Healthcare Specialist
  - Other healthcare experience will be evaluated on a case-by-case basis.
15. Does healthcare experience verification expire?
- Yes. Applicants must have an approved healthcare verification form on file in the last five years.
16. Does my healthcare certification have to be active in Washington State?
- No. If you have held a medical-related certification but it is no longer active it will still qualify as healthcare experience for application to the nursing program as long as no action has been taken against that certification.
17. Do I need to get my Healthcare Experience Form “preapproved” before I submit my application?
- Yes. You are required to email your form and attached documents to the Nursing Program before you apply.
18. If I completed Nursing Assistant or another health program at BTC, do I still need to submit the Healthcare Experience Verification form?
- No. This information is in your BTC Unofficial Transcript.
19. Can I defer my enrollment to a different quarter if I can't begin the quarter you've offered me?
- Yes, but you will go on to our alternate program list. If a seat becomes available in the quarter you prefer and you are next on the alternate list, a seat will be offered.
20. Can I know where I am on the program waitlist?
- We are unable to disclose waitlist information to applicants.

**Have more questions?.....Come to a [PN Certificate Info Session](#)!**