

Certified Nurse Aide (CNA)

Application for Admission



Health Sciences Department

Only Completed application packets are accepted.
Applicants will be notified by Health Sciences Department once packet has been reviewed.

Application acceptance is based on completion of the following four (4) components:

- 1) Personal Data Sheet {See page 3}
- 2) Health Screening Form {See page 4}
- 3) Writing Placement Exam Score or high school/college transcripts that show a college writing level of WRGT 110 or higher {Must be provided by applicant, attach to application}
- 4) Alaska criminal background check {must be provided by applicant, attach to application}

Placement criteria:

Date by which Completed application {See above} is received by UAS Health Sciences Department

With competitive applicant pools, acceptance may also be based on GPA

Mail, drop off, or email completed applications to:

University of Alaska Southeast, School of Career Education
Attn: HEALTH SCIENCES Dept. - CNA Program
1415 Harbor Way, Juneau, AK 99801

Email: uas.careered@alaska.edu

For questions call 907-796-6125 or email: uas.careered@alaska.edu

Checklist

Completed

☐

✓ **Personal Data Form**

Applicants must fill out and sign the personal data form with updated information.
If applicant does not have a UAID#, we require your SS#.

☐

✓ **Health Screening Form**

Applicants must have current Health Screening, and PPD completed by an MD, NP or PA.

If applicant is currently enrolled at UAS you may make an appointment with the UAS Health Clinic @ 907-796-6000 to schedule a physical and TB (PPD) test at no charge.

☐

✓ **UAS Writing Placement Exam OR an unofficial HS or College transcript showing college writing class has been completed***

- UAS Testing and Learning Center: ACCUPLACER Writing Placement Assessment
- Assessment can take approximately 2.5 hours
- Taken anytime at the UAS Learning Center at the Juneau Auke Bay Campus
- Cost is \$10 paid to the Learning Center
- Study before at <https://accuplacer.collegeboard.org/student/practice>

Call the Learning Center for current hours: 907-796-6348, or check online:
<http://www.uas.alaska.edu/juneau/tlc/testing/index.html>

***Acceptance into the CNA class HS105 requires an overall writing placement score into WRTG 110 or higher (combined score of 500+).**

☐

✓ **Alaska Criminal Background Check:** Dated within **6 months** to present date*.

- Cost for background report: \$20.00
- Cash or personal check only (State Troopers Office does not accept debit/credit cards)
- 2 pieces of ID needed

Criminal Background Check (**Interested Persons Report**) may be obtained at:
Juneau Trooper Station: Diamond Court House at 907-465-4308,
Statewide/Online Requests: <http://dps.alaska.gov/statewide/background>

***If CBC contains violations, applicant MUST contact the State of Alaska Nurse Aide Licensing Examiner before submitting application to UAS. State of Alaska Board of Nursing can be reached at 907-269-8164.**

Personal Data Form

School of Career Education, Health Sciences Department

Name (First) _____ MI _____ Last _____

Mailing Address: _____ City _____ State: _____ Zip: _____

E-mail: _____

Social Sec #	UA Student ID #	Birthdate
_____	_____	_____

Phones: (home) _____ (cell) _____ (work) _____

Program Information:

1. Which semester are you applying for? Fall _____ Spring _____ Summer _____
2. Which type of class are you interested in? Online _____ Traditional Classroom _____ Either _____
3. Are you a UAS degree seeking student? If so, degree program? _____
4. Do you have any health care work experience? (Not required): _____
5. Highest level of education: _____
6. Are you seeking Financial Aide or Scholarship Funding? _____

**For your convenience, we have enclosed in this packet, a listing of Financial Aid resources*

I have read and understand the course requirements provided in the coversheet as well as the Board of Nursing Certified Nurse Aide Eligibility letter. I agree to all conditions of application.

Applicant Signature _____ Date: _____

Health Screening Form

This must be completed & signed by an MD, NP, or PA.

Applicant Name: _____

Tuberculosis Test (PPD) MANDATORY **Results valid for 1 year and span dates of the CNA course*

Date Given _____ Result _____ HC Provider Signature/Date _____

If test positive, provide details: _____

Allergies: _____

<i>This individual has adequate physical ability and endurance necessary to:</i>		
	Yes	No
Stand, walk, climb stairs, stoop, kneel, crouch, flex, and bend.		
Apply correct body mechanics for lifting, rolling, and sliding persons or objects that Weigh at least 50-pounds.		
Accurately perceive sound (ex: normal speech, work place noises, alarms, and bells).		
Accurately perceive odors (ex: food, body fluids, and medications).		
Accurately see and read small print and wrist watch (ex: charting documents, BP Gauges).		
Accurately identify colors.		

I, (Print) _____ *[health care professional]* have examined _____ *[applicant's name]* and verify this individual to be fit and able to carry out the duties required of a direct care health care worker.

Health Care Professional Signature: _____ Date: _____

Name of Medical Care Facility: _____

Notes: _____

FINANCIAL AID

Students without financial aid or payment arrangements may be dropped from the course without notice.

It is the student's responsibility to secure payment upon registering.

Payment/Scholarship Options for CNA candidates

To set up a student payment plan

Contact Student Accounts @ (888) 713-7234. Online: www.afford.com/uas.

UAS Student Accounts

Check balance, make payments 907-796-6322

Department of Labor

Division of Employment & Training Services

10002 Glacier Hwy, Suite 101 {located across from Brotherhood Bridge} Contact: Zeno Cole 907-465-2987 or zeno.cole@alaska.gov

*Qualifying is based on family income.

Area Health Education Center (AHEC)

A Program of SERRC Contact: Joan Pardes 907-523-7246 or joanp@serrc.org

*Commit to a one year program and you could receive up to \$1000 stipend.

SERRC- Alaska Education & Alaska Close up

JOBX Program

Contact: Kate Prussing or katep@serrc.org . 907-523-5718

*Age 16-24 years old, not enrolled at the University yet, must have one or more barrier: low income and in need of employment/training, low income & basic skill deficient (below grad 12), high school dropout, disability, foster care, criminal offender.

Adult Education

Contact: Jeffrey Smith. 907-523-7226 or jeffreys@serrc.org

*Basic skill deficient (reading or math skills below a 12th grade level, 16 years old or older (16/17 year old need parent permission)

Alaska Community Foundation

Online: <http://alaskacf.org/apply/>

*Students from Sitka, Ketchikan and Wrangell may apply every spring for scholarship money for college.

Tlingit and Haida

College Student Assistance Program / Employment and Training Program

Contact: Central Council of the Tlingit and Haida Indian Tribes of Alaska

320 W Willoughby Avenue, Suite 300 Juneau AK

Toll Free: [800-344-1432](tel:800-344-1432) ext. 7332 Direct: [907-463-7160](tel:907-463-7160) Online: www.ccthita-nsn.gov • facebook.com/ccthita • flickr.com/ccthita

UAS Foundation, Health Science, and Departmental Tuition Waiver Applications

Applications will be available for pickup at the UAS Downtown Campus Technical Education Center prior to semester

To maintain confidentiality, the University does not publish social security numbers on written reports, forms, electronic displays, or other communication unless required and/or permitted by law (Family Education Rights and Privacy Act of 1974). Social security numbers will be printed on official transcripts.



UNIVERSITY of ALASKA SOUTHEAST

JUNEAU CAMPUS
REGISTRAR'S OFFICE
11066 AUKE LAKE WAY
JUNEAU, AK 99801
TEL: (907) 796-6100
FAX: (907) 796-6365
uas.registrar@alaska.edu

KETCHIKAN CAMPUS
STUDENT SERVICES
2600 7TH AVE.
KETCHIKAN, AK 99901
TEL: (907) 225-6177
FAX: (907) 225-3624
ketch.info@uas.alaska.edu

SITKA CAMPUS
STUDENT SERVICES
1332 SEWARD AVE.
SITKA, AK 99835
TEL: (907) 747-7700
FAX: (800) 478-3552
sitka.registrations@uas.alaska.edu

Campus
☐ Juneau
☐ Ketchikan
☐ Sitka

Semester/Year
☐ Spring/Year 20____
☐ Summer/Year 20____
☐ Fall/Year 20____

Degree
☐ Non-Degree Seeking
☐ Degree/Cert. Program

last namefirst namemiddle initial

UA ID# [or social security # - required for new students]
MM/DD/YY
☐ female
☐ male

previous namesdate of birth

preferred email address
Waitlist email notifications will be sent to the e-mail listed above

mailing address

citystatezip code

daytime phoneevening/message phone

Residency
Additional documentation may be required
☐ Alaska Resident
Date: _____
☐ Military - Active Duty
☐ Military - Dependent Child
☐ Other state: _____

Citizenship
☐ U.S. Citizen
☐ Non-U.S. Citizen
VISA Type: _____
Nation of birth: _____
Nation of citizenship: _____

High School
☐ Alaska high school: _____
☐ Other high school: _____
State: _____
Graduation date: _____
☐ G.E.D./State: _____
Date received: _____

Veteran
☐ Yes ☐ No
Please take a moment to confirm your race and ethnicity. Diversity in those we serve helps support grants for many student programs.

Ethnicity
☐ Hispanic or Latino
☐ Not Hispanic or Latino

COURSE REGISTRATION

course ref #	subject	course #	section	course title	audit (Y/N)	credit	instructor approval*
	HS	S105		Certified Nurse Aide	N	9	

*SIGNATURE REQUIRED IF STUDENT DOES NOT MEET MINIMUM REQUIREMENTS, REGISTERING AFTER THE START DATE OF THE CLASS OR FOR SPECIAL APPROVAL

total credits

9

I understand that by submitting this registration I am responsible for the tuition and fees associated with any course(s) for which I have registered, whether or not I successfully complete the course(s). I am responsible for dropping courses by the published deadlines to ensure charges are not incurred. If I default on this student account, I promise to pay for the collection, attorney, and legal fees fees necessary for the collection of any amounts owed to the University of Alaska, which may be based on a percentage at a maximum of 40% of the debt. If I do not pay, the university may take my Permanent Fund Dividend under Alaska Statutes 14.40.251 and 43.23.073 and pursue other collection methods. I also understand that past due debt may be reported to credit bureaus.

✕

student signature (required)

date

✕

UAS advisor signature (if required)

date

✕

UAS advisor printed name

date

✕

UAS registrar signature (if required)

date

METHOD OF PAYMENT

☐ Cash ☐ Check (No. _____)

☐ Other: _____
Name of agency, school or scholarship, etc.

For credit card payment,
contact the Business Office:
Juneau (907) 796-6267
Ketchikan (907) 228-4530
Sitka (907) 747-7737



UNIVERSITY of ALASKA SOUTHEAST

APPLICATION FOR GRADUATION & COMMENCEMENT

REGISTRAR'S OFFICE
11066 AUKE LAKE WAY, JUNEAU, AK 99801
TEL: (907) 796-6100
FAX: (907) 796-6365
uas.graduation@alaska.edu

Please Print Clearly

student ID		
last name	first name	middle name
(your name will be printed the same as official student record)		
major		
emphasis		minor
catalog year (year admitted to program or newer)		
current mailing address		
city	state	zip code
daytime tel		
evening/message tel		
e-mail address		
X		
applicant signature (required)	date	

I intend to complete my degree:

- ☐ Summer 20____ Due July 1
late application deadline July 19*
- ☐ Fall 20____ Due Oct. 1
late application deadline Oct. 31*
- ☐ Spring 20____ Due Feb. 1
late application deadline Mar. 1*

*Late applications subject to an additional fee.

I will be attending spring ____

commencement at:

- ☐ Juneau Campus
- ☐ Ketchikan Campus
- ☐ Sitka Campus
- ☐ Other _____
(contact campus where you will be attending)

☐ I will not be attending

Please send my diploma:

- ☐ To the address provided
- ☐ To another address: _____

Your diploma will be mailed to you after all grades are processed and we have certified that your requirements are complete (allow for approximately four weeks at the end of the semester).

Certificate/Degree

- ☐ Certificate (no fee)
- ☐ Associates
- ☐ Bachelors
- ☐ Masters
- ☐ Occupational Endorsement* (no fee)
- ☐ Graduate Certificate* (no fee)

*Recipients are recognized in the commencement program at the campus where they completed their program

NON-UA WORK IN PROGRESS

location of enrollment	department	course no.	course title	credits

COMMENCEMENT AND GRADUATION INFORMATION

Available online at uas.alaska.edu/registrar/graduation

APPLICATION PROCESSING

If you are applying for more than one degree (not a double major), you must complete a separate application.

CAPS, GOWNS, AND INVITATIONS

Graduation apparel and memorabilia are ordered through the UAS web site: uas.alaska.edu/registrar/graduation.

Juneau: Kayla Hood, (907) 796-6459

Ketchikan: Student Services, (907) 228-4508

Sitka: Reception Desk, (907) 747-6653

UAS publishes graduation information (your name and certificate/degree) in the commencement program each spring (includes summer and fall graduates) and the local newspapers in Juneau, Ketchikan, and Sitka each semester.

Your name will be published unless it is marked confidential.

METHOD OF PAYMENT

Graduation Application Fees:

- ☐ Graduation \$50
- ☐ Late Application Fee \$25
In addition to the graduation fee

- ☐ Reprint Diploma \$25
Includes Certificates and OECs

Date degree awarded: MM/YY

Name when awarded: _____

- ☐ Cash ☐ Check (No. _____) ☐ Mastercard ☐ Visa

credit card number

security code

exp. date (month/year)

billing zip code