Instructions: How to Apply to the SMC Nursing Program

- Make sure you have completed all requirements for admission listed under "Prerequisite Requirements". All requirements MUST be completed in order to make an application appointment.

- Anatomy, Physiology, and Microbiology courses with online laboratory components will not be approved as equivalent by the SMC Life Sciences Department.

- You can schedule an application session via Corsair Connect. Students selected for entry will begin the nursing program in the following semester.

- You must have an SMC ID# in order to log in to Corsair Connect. If you have not applied to SMC, or have not attended SMC for 2 consecutive semesters (even if you have an SMC ID#), you must reapply online by going to SMC Admissions. Please note: If you are a new student or if you re-applied online, you will be using your SMC ID# and your 6-digit DOB for log-in to Corsair Connect. The system will then prompt you to change your password and will take you through a series of steps to do so. This process may take 5-10 minutes.

- Once you log-in to Corsair Connect from the SMC Homepage:
  - Click on the Enrollment tab on the upper right corner of your page
  - Click on Counseling Services in the left menu
  - Click on "Nursing Program Application Workshops"
  - Complete the Checklist of Requirements
  - Schedule your appointment from the available dates and times listed and be sure to write it down.
  - Follow the prompts for additional information you need to know prior to your appointment (and see below)

Preparation for Your Application Appointment

Once you schedule your application appointment, please review these important details:

Where:

- All application sessions take place at the Bundy Campus
Parking:

- FREE Temporary Parking Passes (for those who do not have an SMC parking decal) are available in the Health Sciences Lobby. Please arrive early and request a parking pass prior to your appointment time.

Time:

- You must arrive on time for your session. If you arrive after the session begins, you will not be permitted to join the session. (For example, if the session is scheduled for 10 am, the session will begin promptly at 10:10 am, allowing for a 10-minute grace period). If you find you will not make it on time, you will need to schedule another available session via Corsair Connect.

Necessary Documentation:

Transcripts:

- You must bring a COPY of your Official Transcripts from ALL colleges attended, reflecting any coursework since the date of application, in order to apply. **Unofficial transcripts recently printed from SMC Corsair Connect will be accepted. Transcripts printed from student portals are not "copies of official transcripts" and will not be accepted.** If you are missing any of your transcripts you will have to schedule another Application session.
- Official transcripts are not required to be on file with SMC Admissions and Records office at the time of application but will be required for admission to the Nursing Program. Please have official transcripts mailed directly from school to school.
  - The address is: Santa Monica College, Admissions and Records, 1900 Pico Blvd., Santa Monica, CA 90405.
- Please do not have "official transcripts" mailed to the Health Sciences Department. They will not be considered official and you will have to repeat the process.

Course Evaluation:

- Students who have completed prerequisite nursing coursework, communication studies, and/or lifespan psychology at another college must bring course descriptions and syllabi at the time of
application. This is necessary in order to process course substitution/equivalency request(s) and/or transcript evaluation request(s).

- At the time of application, students who have completed coursework in another country must submit an evaluated foreign transcript. The transcript must be evaluated by an approved credential evaluation agency. Please see a counselor or refer to the SMC catalog for the proper report to request and a list of approved credential evaluation agencies.

**International Students:**

- If you are an international student, you must bring documentation of your VISA status to the application session.
- *Please note: At the time of admission to the Nursing program, students must submit:
  - Proof of eligibility to study in the United States and have current authorization to study at SM as identified on the student's I-20. [See F-1 regulations on the SMC International Student Center website.](http://www.smccd.edu/international)

**Graduates of an International Nursing Program:**

- Please refer to the California Board of Registered Nursing:
  - Qualifications for Graduates of International Nursing Program
  - Licensure by Examination

**Multi-Criteria Screening:**

- You must bring all supporting documentation (if applicable) as detailed in the [Multi-Criteria Screening](http://www.smccd.edu/academic/academic-programs/nursing).
  - ADN Generic Program – Supporting Documentation Form
- Available admission spaces for the upcoming semester will be filled by students with the highest number of points. A lottery will be used or in progress, courses may be considered in the event of a tie in points between candidates.

**Acceptance Notification:**

- If you are selected for admission, you will be notified via the email address and mailing address identified on your application. (Notification* occurs for fall applicants early November and for spring applicants early May).
• Applicants not selected for entry are encouraged to re-apply during the next application period.