



Instructions for HVK School of Nursing Application

A. Complete the Application Form

1. Complete the Application for Admission form and a copy of your license or school identification, as stated on the application.
2. Enclose the \$50 (non-refundable) application processing fee, with a check and/or money order payable to: HVK School of Nursing- there are no waivers to this fee.
3. Read, sign and return the enclosed Statistical Disclosure form which lists HVK School of Nursing's statistical data on retention and NCLEX pass rates from previous years.
4. Send application, fee and signed HVK disclosure letter to:

HVK School of Nursing
ATTN: Admissions Office
25 Heckel Road
McKees Rocks, PA 15136

B. Request Official Transcripts

1. The applicant is required to request official academic transcripts from high school, ALL colleges and/or secondary programs attended to be forwarded to HVK School of Nursing.
2. If you obtained a GED, please request high school transcripts up to the point of withdrawal AND official copy of GED test results to be forwarded to HVK School of Nursing. Please Note: An application will not be considered for admission until ALL prerequisite classes (Algebra, Chemistry w/ lab, Biology w/ lab) are satisfied either by completion of a solid "C" or better thru high school, NURSING ABC internet course or your local community college.

C. Procedure for the ATI Pre-Entrance Examination

1. The applicant interested in attending HVK School of Nursing must register and take the ATI pre-entrance exam.
2. Please call the Admissions Office at (412)-777-6204 for upcoming dates.
3. The examinations begin at 9 AM and lasts approximately 3 hours. Payment in the amount of \$70 must be paid on the day of your examination, with NO exceptions.
4. Test results will be provided directly after you complete the exam.

D. Processing your Application

As soon as we receive your completed applicant material, with ALL supporting documentation and results from your ATI Pre-Entrance exam, The Admissions Committee will review your academic records. An official notification will be mailed advising you of the decision.