

HTI Nurse Aide I Program Eligibility Checklist

- ___ 1. Submit a Completed Registration form along with payment online, in-person by phone.
- ___ 2. Request / Submit official copy of “**High School Transcript**” or **GED Certificate**.
- ___ 3. Submit Proof of negative **Tuberculin skin test**. (Must be less than one year of the last clinical date.)
- ___ 4. Submit proof of **Hepatitis B vaccine**; OR signed vaccine declination form.
- ___ 5. Submit receipt as proof **criminal background check** has been requested using contracted Vendor [FirstPoint](#).

Registration is complete once all items on the checklist have been completed. The student is required to submit the above items along with the signed checklist **ten days prior to the first day of class** in order to be considered for acceptance into the program.

I, _____
Attest the following information has been submitted and is correct.

Signature _____ Date _____

Note: You will need to bring two forms of identification, including a Social Security Card (copies are not accepted) and a Government-issued photo identification to class on the first day of class.

FOR OFFICE USE ONLY:

The checklist has been reviewed and the student has completed all eligibility requirements

Faculty Signature: _____ **Date** _____

Date of Acceptance: _____