

# Nursing Assistant

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For FAQ's please visit: [www.parkland.edu/cna](http://www.parkland.edu/cna)

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- 1) [Apply](#) and be accepted at Parkland College. If you have not taken any classes at Parkland College in the past year, you will need to reapply.
- 2) **Transcripts** – All transcripts must be sent from the original institution directly to Parkland Admissions at [admissions@parkland.edu](mailto:admissions@parkland.edu) or mail to Parkland College, Attn: Admissions, 2400 W. Bradley Avenue, Champaign, IL 61821
  - High School or GED
  - All College(s) other than Parkland College
- 3) **Assessment Testing** – visit schedule your tests at [www.parkland.edu/assessment](http://www.parkland.edu/assessment)
  - **Reading**  
Place in CCS 099 or higher
  - **English**
    - i) Place into ENG 099 or higher
    - ii) *Is English your second language? If so, you must take the TOEFL and achieve minimum or greater scores in reading, listening, speaking, and writing. 20-20-26-20.*
  - **Math**  
Place out of MAT 059 within the past 2 years.
- 4) Go to Nurse Assistant website: [www.parkland.edu/cna](http://www.parkland.edu/cna)
  - Complete [Health Care Worker Background Check \(Authorization Form\)](#)
  - Schedule a 15 minute appointment at [CNA Background Check](#) to meet with Cindy Reynolds at 1309 North Mattis Avenue, Room H-131, Champaign, Illinois.
  - Bring the following items to the appointment:
    - i) Completed Health Care Worker Background Check form.
    - ii) State issued ID (i.e., driver's license)
    - iii) Official Social Security card (copies are not acceptable)
- 5) A Livescan Request will be given to students at that time.
- 6) Complete fingerprints at [Accurate Biometrics](#). Fingerprints must be completed within 10 days from the date the Livescan Request was created.
- 7) Complete process by bringing fingerprinting document to 1309 N. Mattis Avenue, Room H-131, Champaign, Illinois. You will be registered at that time.

**\*\* Do not throw away your proof of fingerprints \*\***

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**If you have any questions throughout this process, please contact:**

Nancy Roth, Interim Nursing Assistant Program Director,  
[nroth@parkland.edu](mailto:nroth@parkland.edu)

Cindy Reynolds, Administrative Assistant, [creynolds@parkland.edu](mailto:creynolds@parkland.edu)

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