Nursing Assistant

For FAQ’s please visit: www.parkland.edu/cna

1. **Apply** and be accepted to Parkland College; **Reapply** if you have not taken classes here in the last year.

2. **Transcripts** (all transcripts must be sent from the original institution directly to Parkland Admissions at admissions@parkland.edu or mail to Parkland College, Attn: Admissions, 2400 W. Bradley Ave., Champaign, IL 61821)
   - High School or GED
   - All College(s) (other than Parkland)
   - SAT or ACT (if less than 24 months after your high school graduation date)

**Assessment Testing:** Assessment Center can be reached at assessmentcenter@parkland.edu.
Schedule assessments at www.registerblast.com/parkland

3. **Reading**
   - Place into CCS 099 or higher

4. **English**
   - Place into ENG 099 or higher
   - 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.

5. **Math**
   - Place out of MAT 059 within the past 2 ½ years

Have you checked off 1-5 above? If so, proceed to the next step

6. **Go to Nurse Assistant website:** www.parkland.edu/cna
   - **Complete Health Care Worker Background Check (Authorization Form) and submitto:**
   - Cindy Reynolds and Shelby May by emailing CNAregistration@parkland.edu
   - **Send a picture of a photo ID for your background check to be processed.**

7. **A Livescan Request will be emailed back to the student from securemail@parkland.edu**
   - This is received after the Health Care Worker Background Check is turned in and processed the student will receive an email from securemail@parkland.edu with the Livescan
   - The Livescan will be returned to the student within 48 business hours from being received.

8. **Complete fingerprints (see link below for locations and dates). Fingerprints must be completed within 10 days from the Livescan being created**
   - https://accuratebiometrics.com/results-by-zip
   - Do not throw away your proof of fingerprints

9. **Register for C.N.A**
   - Email a picture of your completed fingerprint receipt to CNAregistration@parkland.edu along with your semester and section enrollment preference.

*Based on Parkland College Assessment Guidelines https://www.parkland.edu/Main/About-Parkland/Department-Office-Directory/Assessment-Center

If you have any questions throughout this process, please contact...
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