

Advanced Level Nurse Aide Program  
Registration Form

Today's Date \_\_\_\_\_ Date of Birth \_\_\_\_\_ Male/Female Program Date \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name \_\_\_\_\_ M.I.: \_\_\_\_\_

E-Mail \_\_\_\_\_ SS#: \_\_\_\_\_

Street: \_\_\_\_\_ City/State \_\_\_\_\_ Zip: \_\_\_\_\_

Phone ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

\*If applicant is paying a deposit by cash or money order, a receipt will be issued immediately after processing

\*Registration, tuition (\$350) and an admission test (see below) must be completed prior to the class start date. If unable to pay the full tuition upon registration, \$175 is due at registration and \$175 before the first clinical day. Class size is limited; applications will be reviewed and approved on a first-come, first-serve basis and based on the admission test results. To secure your place in the class, please have this registration form with payment in one week prior to class. Review your items to be completed form and work to complete those before the first day of class.

\*Every applicant is required to take an **admission test** in order to become an Advanced Level Nurse Aide. Each student will need to schedule their admission test with the Nurse Administrator (Sherri Gunasekera, 937-776-2344). The test is on reading comprehension, basic math, medication knowledge, MA-C skills and possible first aide or CPR scenarios. A written exam will be administered with 50 questions. The student will read, calculate, evaluate, analyze then fill in their answer (multiple choice and/or essay questions). A score of at least 75% is required to pass.

\*NTC reserves the right to reschedule or cancel any course, reasons include registration does not meet our minimum enrollment requirements. If a course is cancelled or rescheduled, all fees paid are subject to reimbursement to transference, upon presentation of receipt. If you withdraw from class within one week of the first day of class, you are entitled to a full refund of tuition paid to date. If you withdraw after one week and before the third class after starting the course, you are entitled to 50% of your tuition paid to date. After the third class, you are not entitled to receive a refund. If the student fails to make up the entire 40 hours within 30 days, they will be dropped from the program with no refund. The student can enroll in a future session if and when held. Arrangements for make-up time are the responsibility of the student. If no class and/or clinicals are currently in process during that time, students can choose to make-up time at the rate of \$35/hour if instructor available.

\*By signing below, I acknowledge that I received a copy of the Policy and Procedures for the Advanced Level Nurse Aide program.

\* NTC does not discriminate on the basis of race, color, national origin, religion, sex, or disability with regard to admission, access, or treatment.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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\_\_\_\_\_ For Office Only \_\_\_\_\_

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Staff: \_\_\_\_\_ Date: \_\_\_\_\_ Amount Received: \$ \_\_\_\_\_ Receipt #: \_\_\_\_\_  
Check: \_\_\_\_\_ Money Order \_\_\_\_\_ Other \_\_\_\_\_