



WCCCD Practical Nursing Education Program Information Packet Spring 2026

The information contained in this document is subject to change as necessary to meet program requirements.

Program Contact Information-Ted Scott Campus

- Phone: 734-699-7008
- Email: WCCCDPNE@wcccd.edu

General Information

- The Practical Nursing Education (PNE) Program is a one-year (three-semester) certificate program, excluding prerequisite coursework. The program prepares graduates to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN) and pursue employment in a variety of healthcare settings.
- **Total Nursing Program Credits:** 40 credits (includes prerequisites and nursing courses)

Application Deadlines for Program Admission:

- The Practical Nursing Education Program may admit up to 24 students twice a year, in the spring and fall semesters.
 - Fall 2026 Applications due **May 15, 2026**
 - Spring 2027 Applications due **September 15, 2026**

Practical Nursing Education Program Information Sessions (Virtual Meeting)

- **Prospective students must attend an Information Session *prior to applying for admission to the PNE Program.***
- Information Sessions will be held virtually throughout the year. Please see the table below for the current sessions and how to reserve a seat.
- Prospective students must pre-register (using the information below) to attend the session and are required to have a working camera for participation during the entire session. ***This is a virtual event; for attendance verification, participants should remain on camera for the entire session.***

Date	Time
January 21, 2026	10:00am - 11:30am
February 4, 2026	10:00am - 11:30am
February 18, 2026	10:00am - 11:30am
March 4, 2026	10:00am - 11:30am
March 18, 2026	10:00am - 11:30am
April 1, 2026	10:00am - 11:30am
April 8, 2026	10:00am - 11:30am
April 15, 2026	10:00am - 11:30am
April 22, 2026	10:00am - 11:30am
April 29, 2026	10:00am – 11:30am
May 6, 2026	10:00am – 11:30am

To Register:

Email WCCCDPNE@wcccd.edu to reserve a seat.

Include all of the following information:

- Name (first and last)
- Phone Number
- Email Address
- Full home Address
- ID Number, if current student

Also include the date and time of the Practical Nursing Education Program Information Session you are requesting to attend.

Register at least 24 hours prior to the session you wish to attend. Note: Prospective students trying to enter the session after 10 am may not be admitted.

An email confirming your registration and including your link to attend the session will be sent to you.

****Attendees MAY NOT participate if at work or driving a vehicle.***

Program Admission Requirements

- Fulfill all WCCCD admission requirements.
- Applicants must be 18 years of age or older.
- Successfully complete the following prerequisite courses:
 - ✓ **BIO 155 – Introduction to Biology (4 credits)**
 - ✓ **ENG 119 – English I (3 credits)**
 - ✓ **Applicants must complete all prerequisite courses with a letter grade of “C” or better and earn a minimum cumulative GPA of 2.0 on a 4.0 scale based on the prerequisite courses.**
- Complete the Health Education Systems, Inc. Admission Assessment (HESI A2) Entrance Exam with a minimum score of 75% in both Math and Reading Comprehension (scored sections).
- Complete the Critical Thinking and Learning Styles sections on the exam (non-scored sections).
- Only HESI A2 Entrance Exam scores taken at WCCCD are acceptable.
- Attend a PNE Virtual Information Session.

Program Application Documents

- Complete a WCCCD Health Science Programs Application.
- Submit a copy of your High School Diploma, G.E.D., or have an official copy of your High School Transcript.
- Submit your Official Transcript (including transcripts from WCCCD) validating completion of the required prerequisite courses.
- Obtain two letters of recommendation – Signed and dated within 60 days of application deadline (*with contact information included*). *Must be originals with original signature in ink. No copies, scans, or faxes accepted.*
- Include a copy of your HESI A2 Entrance Exam Results (minimum score of 75% in both Math and Reading Comprehension to meet admission requirements; **also** complete the Critical Thinking and Learning Styles sections on the exam).
- Submit a copy of the PNE Information Session Attendance Verification Form (obtained from the Nursing Department). Valid for one year from the date of attendance.
- Submit a typed, double spaced, 1" margins, 500 to 1000 word essay describing “How I plan to be successful in completing the Practical Nursing Program.” Include a title page. Essay must be signed and dated.
- Applicants with certifications in a healthcare field must submit a copy of the certification to receive application points. All certifications must be current.
- If you are working in a healthcare setting, and have a certification, you must include a letter from your employer to validate you are currently working, written on company letter head, to receive additional application points. Letters must be dated no earlier than 60 days prior to the application deadline. All of the documents listed above must be submitted by the application deadline.

All completed applications with supporting documents must be submitted in person by 3:00 pm to the Ted Scott Campus.

PNE Program Applications are to be submitted to:

Nursing Department

WCCCD - Ted Scott Campus, 9555 Haggerty Road, Belleville, Michigan 48111-1404

Selection Process

- Admission to the Practical Nursing Program is competitive and selective. The Admissions Committee meets twice each year, in the spring and fall, to review all applications and select the top 24 applicants for each cohort. Applicants are selected according to a 100-point ranking system. Total points for acceptance depend on the pool of applicants in each application submission cycle. *Please see below.*

Tie-Breaking Procedure

- When multiple applicants achieve the **same ranking score** and available seats are limited, the following tie-breaking criteria are applied **in order**:
 - 1. Higher HESI A2 Entrance Exam Score**
 - The applicant with a higher combined HESI A2 Entrance Exam score will be selected.
 - If combined HESI A2 Entrance Exam scores are identical, the applicant with the higher individual scores from the set benchmark will be selected.
 - 2. Higher Cumulative GPA in Prerequisite Courses**
 - The applicant with a higher cumulative GPA based on required prerequisite courses is given priority.
 - 3. Prerequisite Courses Completed at WCCCD**
 - If still tied, an applicant who completed a greater number of prerequisite courses at WCCCD will be selected.
 - 4. Committee Review**
 - In rare cases where all tie-breaking criteria above are equal, the Admissions Committee will conduct a final review of the application using established and consistently applied criteria, which may include reference letters, the admissions essay, professionalism, and demonstrated potential for success in the program.
- The Nursing Office will notify applicants via phone and or/email approximately four weeks after the application deadline regarding admission decisions.
- The Practical Nursing Education program will keep a Ranked Alternate List of no more than eight applicants. Alternate applicants will be notified of their status and informed if a seat becomes available before the start of the semester. The purpose of the alternate list is to identify qualified applicants who cannot be admitted at the time of initial decisions due to limited space in the program. These applicants may be offered admission if an accepted applicant declines their offer, has positive findings on their urine drug screen, has an offense on their background check, or does not meet health requirements.
- Applicants who are not accepted must reapply the next application cycle for admission to the program, including alternate applicants who are not admitted before the start of the semester.

Wayne County Community College District
Practical Nursing Program – Determination of Application Points

RANKING POINT SYSTEM (100 Possible Total Points)

Faculty/Nursing Staff Signature:

Date:

Administrator Signature: _____

Date: _____

Students who are admitted to the Practical Nursing Education Program must complete the following:

- Attend the Mandatory Orientation Session
- Submit a Student Health Profile/Physical Examination
- Provide Immunization Records
- Complete a 16-Item Urine Drug Screen
- Complete a CastleBranch Background Check
- Obtain American Heart Association Basic Life Support (BLS) Certification

Admission is contingent upon the receipt of satisfactory drug screen results, a completed health profile, and a satisfactory CastleBranch background check. Any positive findings on the health profile will require an explanation from the healthcare provider. Students must be able to participate in the nursing program without restrictions.

Based upon Michigan Law: Students applying for admission to the Health Care Programs will be subject to a criminal background check, the results of which could preclude a student from admission to Wayne County Community College District's Programs based on any of the following:

- A felony conviction for an attempt of conspiracy to commit a felony within the past 15 years.
- Any misdemeanor conviction involving abuse, neglect, assault, battery, or criminal sexual conduct within the past 10 years.
- Any misdemeanor conviction involving fraud or theft.
- An adverse background check will require additional review by the WCCCD legal department.

HESI A2 Entrance Exam

The Practical Nursing Education Program requires applicants to successfully complete the HESI A2 Entrance Exam, a standardized test that assesses academic readiness for the program.

HESI A2 Preparation Course:

- WCCCD offers HESI A2 Prep Courses (Math and Reading Comprehension), PELP 5025, to prepare prospective students taking the exam for success. **The Prep course fee is \$25.**
- The HESI Prep Course is held in person. Visit our website at www.wcccd.edu and log in to My Wildcat Portal to register for the HESI A2 Preparation Test for Practical Nursing. Please see the steps to log in to your My Wildcat Portal on page 9.
- Prospective students can register for the Prep Course online through My Wildcat Portal, then by clicking on “Professional Exam/Licensing” in the Subject box and clicking on “Course Search.”
- Click View Sections after PELP 5025, check the box for the date/time and click “Register.”

HESI A2 Preparation Course Schedule

Course Title	Date	Time	Course Reference # (CRN)/Location	Semester
PELP 5025	January 27, 2026	5:00pm – 9:00pm	46523 (Ted Scott Campus)	Spring
PELP 5025	February 10, 2026	5:00pm – 9:00pm	46526 (Ted Scott Campus)	Spring
PELP 5025	February 24, 2026	5:00pm – 9:00pm	46524 (Ted Scott Campus)	Spring
PELP 5025	March 10, 2026	5:00pm – 9:00pm	47693 (Ted Scott Campus)	Spring
PELP 5025	March 24, 2026	5:00pm – 9:00pm	46525 (Ted Scott Campus)	Spring
PELP 5025	April 14, 2026	5:00pm – 9:00pm	48304 (Ted Scott Campus)	Spring
PELP 5025	April 21, 2026	5:00pm – 9:00pm	48305 (Ted Scott Campus)	Spring
PELP 5025	April 28, 2026	5:00pm – 9:00pm	48306 (Ted Scott Campus)	Spring
PELP 5025	May 5, 2026	5:00pm – 9:00pm	48307 (Ted Scott Campus)	Spring

HESI Admission Assessment Exam Review (6th Edition)

- This review book was developed by Elsevier, the company that created the HESI A2 Exam. From the testing experts at Elsevier, this user-friendly guide walks students through the topics and question types found on admission exams, including math, reading comprehension, vocabulary, grammar, biology, chemistry, anatomy and physiology, and physics. The guide includes hundreds of sample questions, step-by-step explanations, illustrations, and comprehensive practice exams to help students review various subject areas and improve their test-taking skills. HESI Admission Assessment Exam Review, 6th Edition, Elsevier, ISBN: 978- 0443114090.

Free HESI A2 Practice Tests

- Free practice tests for math, reading, and anatomy & physiology are available. Some tests are randomized, allowing students to repeat tests and new test items. Website: <http://www.test-guide.com/free-hesi-a2-practice-tests.html>.

HESI A2 Entrance Examination Requirements

- Prospective students will be required to take the HESI A2 Entrance Exam and achieve the minimum required score of 75% in Math and Reading Comprehension. Students must also complete the Critical Thinking and Learning Styles sections of the exam. **No Exceptions.** Only HESI A2 Entrance Exam Scores taken at WCCCD are acceptable. The **HESI A2 Exam fee is \$51.**
 - Visit our website at www.wcccd.edu to register for HESI A2 Exam for Practical Nurse
 - Prospective students can register for the exam online through My Wildcat Portal.
 - Prospective students must register to take the exam and pay prior to their testing day.
 - On the scheduled day of testing, your name must appear on the roster for that testing date, in order to take the exam.

IMPORTANT: Prior to taking the HESI A2 Exam, you must set up an Evolve account. Please see the steps below for setting up your account.

Follow these steps to create an Evolve account for HESI A2 Exam:

1. Go to the Evolve Main Page. <https://evolve.elsevier.com/cs/register>
 - If this is the first time you visit or if you recently cleared your browser's cache and cookies, you might be asked to verify whether you're a student or educator.
 - If you see a blank screen, it might help to clear your cache and cookies or to enable Flash in your browser.
2. Click "Sign in" in the upper right corner of the screen.
3. Click "Create account".
4. Select "Student" and register as a student.
 - Enter your personal details and provide a new password in the designated fields.
 - Please use your School email address.
 - Double check to make sure the email address is correct.
5. Your password should consist of at least 8 alpha-numeric characters and must contain at least one number (09), at least one lowercase letter (a-z), at least one uppercase letter (A-Z) and only allowed special characters are "!#\$%&'()*+,-./;:<=>?@{}^_ '[]~".
5. Click Submit.

HESI A2 Exam Schedule at the Ted Scott Campus:

Course Title	Date	Time	Course Reference Number (CRN)	Semester
PELP 5026	December 5, 2025	9:30am – 12:00pm	62651	Fall
PELP 5026	January 30, 2026	9:30am – 12:00pm	46342	Spring
PELP 5026	January 30, 2026	1:00pm – 3:30pm	46348	Spring
PELP 5026	February 13, 2026	9:30am – 12:00pm	46343	Spring
PELP 5026	February 13, 2026	1:00pm – 3:30pm	46350	Spring
PELP 5026	February 27, 2026	9:30am – 12:00pm	46344	Spring
PELP 5026	March 13, 2026	9:30am – 12:00pm	46345	Spring
PELP 5026	March 27, 2026	9:30am – 12:00pm	46529	Spring
PELP 5026	April 17, 2026	9:30am – 12:00pm	47695	Spring
PELP 5026	April 24, 2026	9:30am – 12:00pm	46346	Spring
PELP 5026	April 24, 2026	1:00pm – 3:30pm	46347	Spring
PELP 5026	May 01, 2026	9:30am – 12:00pm	46528	Spring
PELP 5026	May 01, 2026	1:00pm – 3:30pm	47696	Spring
PELP 5026	May 08, 2026	9:30am – 12:00pm	47697	Spring
PELP 5026	May 08, 2026	1:00pm – 3:30pm	48308	Spring

HESI A2 Exam Day

- Test takers must present a valid government-issued photo ID on the day of testing and arrive at **9:00 a.m.** or **12:30 p.m.** Testing will begin promptly at **9:30 am.** or **1:00 pm.** Proof of payment for the HESI A2 examination must also be presented at check-in. **No admittance will be permitted after 9:30 am or 1:00 pm.**
- Test takers will be allotted **2 hours and 30 minutes** to complete the entire examination, which includes the Critical Thinking and Learning Styles sections (non-scored).

Please Note:

1. The HESI A2 Entrance Examination for the PNE Program does not meet the WCCCD RN HESI A2 Entrance requirements.
2. Prospective students must report to the exam location 30 minutes before the start of the exam.
3. Prospective Students who arrive once the exam has begun will not be allowed to take the test and will forfeit the testing fee.
4. A calculator is embedded within the exam, and scratch paper will be provided and collected at the end of the testing session.
5. Bring your pencil.
6. All electronic devices are prohibited during the exam. Prospective students who have these items will not be allowed to continue.

****There is zero tolerance for cheating or attempts to cheat on the HESI A2 Entrance Exam. This includes verbal and/or non-verbal communication among test takers during the exam.**

Successful Completion of HESI A2 Entrance Exam

- Exam results are available immediately upon exam completion. Detailed exam reports can be retrieved 48 hours after the exam. Scores are good for 2 years from the date the test was taken.

Unsuccessful Attempt of HESI A2 Entrance Exam

- Students can retake the HESI A2 Entrance Exam after the designated **Waiting Period** from the previous attempt. No Exceptions. Please see the example below. Do not hesitate to contact the Nursing Department with any questions.

HESI provides a remediation plan to applicants upon an unsuccessful attempt. Students are recommended to use this waiting period to review the plan.

EXAMPLE: HESI A2 Examination Attempts

- **1st Attempt: 08/01/25 – Failed (must wait 45 days)**
- **2nd Attempt: 09/15/25 – Failed (must wait one year from test date)**
- **3rd Attempt: 09/15/26 – Failed (must wait 45 days)**
- **Final Attempt: 10/30/26**

Practical Nursing Education Program Curriculum

- Practical nursing courses are offered in the fall, spring, and summer semesters. Students acquire the knowledge and skills to achieve learning objectives and outcomes across a variety of learning environments, including the classroom, skills lab, simulation lab, and clinical settings. Courses must be taken in sequence with a minimum passing grade of 75%. Prospective students are highly encouraged to read the Practical Nursing Student Handbook on the website for more information.

PN Licensure

- The Practical Nursing Education program graduates are eligible to take the National Council Licensure Examination for Practical Nurses (NCLEX-PN). The Michigan Board of Nursing will require a new criminal background check, including FBI fingerprinting and drug screening. Conviction of a felony or misdemeanor may preclude eligibility for licensure. Students are urged to visit the Michigan Board of Nursing website at www.michigan.gov/lara/

Program Approval

- The WCCCD Practical Nursing Education Program has full approval from:
Michigan Board of Nursing
P.O. Box 30670
Lansing, MI 48909-8170 www.michigan.gov/lara/ 517-335-0918

Program Accreditation

- Effective February 21, 2025, this nursing program is a candidate for initial accreditation by the Accreditation Commission for Education in Nursing. This candidacy status expires on February 21, 2027. Accreditation Commission for Education in Nursing (ACEN) 3390 Peachtree Road NE, Suite 1400 Atlanta, GA 30326 (404) 975-5000 <https://www.acenursing.org/search-programs?status=Candidate>

Further Inquiries: Please get in touch with the Nursing Office at 734-699-7008.

My Wildcat Portal

Activate Your Office 365 Account

It's time to activate your new **Microsoft 365 student email account!** As part of our technology upgrade, your email is transitioning from G Suite to Microsoft 365, providing you with access to powerful tools such as Outlook, Teams, OneDrive, and Single Sign-on, as well as your student self-service portal, My Wildcat Portal.

1. Click "[**Activate Your Office 365 Account.**](#)"
2. Fill out the "Microsoft 365 Student Account Activation Form."
3. An email with detailed activation instructions will be sent to your student email
4. Follow the instructions to Set Up Your Office 365 Account
5. Create a password for your Microsoft 365 account.
6. Set up Multi-Factor Authentication (MFA) using your phone or an authentication app. *Note: MFA is required for account security.*
7. Now you are ready to experience your new [**My Wildcat Portal**](#)

Your new student self-service provides access to:

- Degree Works Dashboard
- Student Records
- New Email Format
- Financial Aid
- Blackboard Access
- Student accounts
- Verification Requests
- Transcript Requests
- Registration

IT Support

Contact Number (313) 496-2666

(M – F, 8:30 a.m. – 5:00 p.m.)