

Lex La-Ray Technical Center
Practical Nursing Program
Step-By-Step Application Process

- Step 1:** Complete the application form with essay questions — completed application and the \$45.00 application fee must be submitted to Lex La-Ray Technical Center by March 31, 2021 @ 4:00 pm.

- Step 2:** Take the ATI TEAS exam. **An adjusted total individual score of 44.0% is required to qualify for admission.** Only test scores dated on or after March 31, 2020 will be accepted. Register and pay (\$82.00) for the ATI TEAS test online at www.atitesting.com after creating a user account on the ATI website. Registrants will need to visit the ATI “online store”. Scores will be accepted from applicants who retake the test if a 30 day period has elapsed between testing dates, up to two times within a calendar year. Scores taken at another institution may be forwarded to Lex La-Ray. Scores must be on file by March 31, 2021 @ 4:00 pm. **If taken at another institution, it is the applicant’s responsibility to have scores sent to Lex La-Ray Technical Center.**

- Step 3:** Submit Lex La-Ray Practical Nursing Reference Forms. Completed reference forms (2) must be received by Lex La-Ray Technical Center by March 31, 2021 @ 4:00 pm. **It is the applicant’s responsibility to check on the status of their references.**

- Step 4:** Submit transcripts from all schools attended; high school and post-secondary. **All** transcripts must be received by Lex La-Ray Technical Center by March 31, 2021 @ 4:00 pm. *(Include TOEFL and TSE scores if applicable.)* **It is the applicant’s responsibility to check on the status of their transcripts.**

- Step 5:** Submit a completed Family Care Safety Registry form. **DO NOT SEND THE \$11.00 FEE!!** The FCSR form must be completed and submitted to Lex La-Ray Technical Center by March 31, 2021 @ 4:00 pm.

- Step 6:** Read, sign, and submit document MO 335.066, Missouri State Nurse Practice Act, to Lex La-Ray Technical Center by March 31, 2021 @ 4:00 pm. This form is included in the Practical Nursing Application Packet and on the “Practical Nursing” page at www.lexlaray.com.

- Step 7:** Submit copies of any health care certificates received. Copies must be submitted to Lex La-Ray Technical Center by March 31, 2021 @ 4:00 pm.

*****It is recommended to submit the following documents together:** Application with essay questions, FCSR form, copies of health care certificates (if applicable), and document 335.066.

Mail completed documents to: Lex La-Ray Technical Center Health Science Annex
PN Program Coordinator
817 South Business Hwy 13
Lexington, MO 64067

All documents listed above must be submitted by the designated date to be considered as an applicant for the 2021-2022 Practical Nursing class.