



# Petition Scorecard: Associate Degree Nursing (ADN)

Petitioning deadlines may be found on the [Nursing Petition Information](#) page at Blackhawk.edu.

Only students who have **completed the application process** and **meet all program-ready requirements** are eligible to petition. Petition forms, unofficial BTC transcripts, shadow/work experience forms, and residency information **must be submitted/received no later than 4:00 p.m. on the last petition day.**

Deliver as follows:

- In-person at the Health Sciences Reception Desk (Room 2304 or Room 1200) at Central Campus
- Mailed (and received by deadline) via U.S. mail to:  
Blackhawk Technical College, Health Sciences, 6004 S County Road G, Janesville, WI 53547-5009
- Faxed to (608) 743-4578

Students will be notified by U.S. mail within two months of the petition deadline regarding the status of their petition. Letters will be sent to the address on record in the college computer system.

<b>Student Name</b>	<b>BTC Student ID Number</b>	<input type="checkbox"/> <b>Full-Time Admission</b> <input type="checkbox"/> <b>Part-Time Admission*</b>
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*\* Part-time admission is only available during the February petition period.*

**Please read and initial the following statements:**

- \_\_\_\_\_ I have verified that Blackhawk Technical College (BTC) has my current mailing address on file.
- \_\_\_\_\_ In the case of a tie, the “Date of Pre-Clinical Admission” as a date-stamped by BTC Admissions will be the deciding factor.
- \_\_\_\_\_ If I am selected and choose not to begin the core clinical courses, I must petition again.
- \_\_\_\_\_ If I am selected as an “alternate” I may be contacted as late as one month prior to the start of the core courses. If I choose not to begin the core clinical courses, I must petition again.
- \_\_\_\_\_ I understand a background check and possible drug screen will be conducted and the results may prevent my placement at a clinical site and interfere with my ability to complete the program.
- \_\_\_\_\_ I understand that program requirements for future petition periods may have different selection criteria and I must meet those new requirements if I am not selected in this current petition period or thereafter.
- \_\_\_\_\_ I understand that a petition meeting must be attended every year that I petition. Failure to attend a petition meeting every year before petitioning will result in my application being considered incomplete and void.
- \_\_\_\_\_ I understand that while I may take the required, program-specific test (i.e. TEAS-Nursing) as many times as I choose, the most recent test result will be used in determining points for petitioning.
- \_\_\_\_\_ I understand that I must attach a copy of the TEAS test score transcript (or ATI transcript validation for Nursing)
- \_\_\_\_\_ I understand that I must attach an unofficial BTC transcript. Students can print unofficial transcripts through MyBTC at mybtc.blackhawk.edu. Any relevant transfer coursework **must** be documented on the BTC transcript at the time of submission to be considered valid. *Failure to provide BTC transcripts will result in an invalid petition.*
- \_\_\_\_\_ I understand that an incomplete petition will be considered invalid.
- \_\_\_\_\_ I understand if I choose a full-time or part-time track and want to switch, I will need to follow the process outlined in the BTC Nursing Handbook.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



Read, complete all sections, and submit all required documents. **Failure to do so will result in an invalid petition.**

Student Name	BTC Student ID Number	Date of Nursing Petition Meeting Attended
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**I. College Coursework** **Total Points: \_\_\_\_\_/160 points**  
 Check the column that represents the grade achieved and indicate where the course was completed. **Blackhawk's Credit for Prior Learning process must be complete in order for courses taken at other institutions to be considered for petitioning.**

Required Pre-Requisite Courses – these courses must be completed in order to petition								
Course	A = 10pts	A-/B+ = 8pts	B = 5pts	B-/C+ = 3pts	C = 0pts	Taken at BTC	If taken elsewhere, list school name:	Awarded Points
Chemistry *								
English Comp/ Written Communication								
General A&P *								
<b>Additional points are awarded for the following general education courses, if complete at the time of petitioning. These courses are needed for graduation, but are not required for petitioning.</b>								
Microbiology *								
Advanced A&P *								
Intro to Sociology								
Intro to Psychology								
Developmental Psychology								
Speech								
Optional Nursing Prep Courses								
Nursing Math *								
Pharmacology Prep								
<b>Total Points for College Coursework: _____</b>								<b>/160</b>

\*Points are doubled for science and math courses.

**II. Work Experience** **Total Points: \_\_\_\_\_/20 points**  
 I have worked in the following position(s) within the previous five years. Include a completed Verification of Occupational Experience form. Only the final candidates will be audited. For **Type of Position**, “no customer/patient interaction” is awarded 0pts, “customer care/service” is awarded 5pts, and “direct patient care” is awarded 10pts. For **Time in Position**, “up to one year” is awarded 0pts, “one to five years” is awarded 5pts, and “five years or more” is awarded 10pts.

Type of Position	Points	Time in Position	Points
<b>Total Points for Work Experience: _____</b>			<b>/20</b>

**For clinical placement**, have you ever worked in a long-term care facility or at an acute care facility?  
 If so, explain (no points are awarded for this): \_\_\_\_\_

Have you been enrolled in the BTC ADN program in the past?  Yes  No  
 Have you previously petitioned and your employment information has not changed since then?  Yes  No

**III. Program Admission Testing (TEAS-Nursing)** **Total Points: \_\_\_\_\_/100 points**  
 The following points are awarded: 0-59% = 0pts, 60-64% = 20pts, 65-69% = 40pts, 70-74% = 60pts, 75-79% = 80pts, 80-100% = 100pts

**IV. BTC District Resident** **Total Points: \_\_\_\_\_/10 points**  
 If you are a resident of the Blackhawk District (i.e. live in Rock or Green Counties in Wisconsin), you will receive 10pts. If not, please indicate 0pts. District residence is verified by BTC by the address on file and is not required for petitioning.



<b>FOR OFFICE USE ONLY (Final Ranking Process)</b>			
Petition Meeting Attended: <input type="checkbox"/> Yes <input type="checkbox"/> No			
1. College Coursework	/160 points	4. Residency Points	/10 points
2. Work Experience	/20 points	<b>TOTAL POINTS: /290</b>	
3. Program Admission Testing	/100 points		

**ASSOCIATE DEGREE NURSING PROGRAM  
 MINIMUM REQUIREMENTS TO PETITION**

In order to petition for a spot in the core ADN courses, students must complete the following requirements.  
**Please initial each requirement (1-6) below:**

**Course Requirements:**

- \_\_\_\_\_ 1. **Chemistry** – One year of high school chemistry with lab OR one semester of college chemistry with lab with a grade of C or better. Acceptable BTC courses include:
- Chemistry Prep (856-787) **OR**
  - General Chemistry (806-134) **OR**
  - General, Organic, & Biochemistry (806-199)
- \_\_\_\_\_ 2. **Written Communication** (801-195) **OR English Comp 1** (801-136) with a grade of C or better
- \_\_\_\_\_ 3. **General Anatomy & Physiology** (806-177) with a grade of C or better

**Additional Requirements:**

- \_\_\_\_\_ 4. **Test of Essential Academic Skills (TEAS)** – provide transcript

ATI Test Score	Points
0-59%	0
60-64%	20
65-69%	40
70-74%	60
75-79%	80
80-100%	100

**Total TEAS Test Points:** \_\_\_\_\_/100

- \_\_\_\_\_ 5. **Basic Nursing Assistant** completed. The Basic Nursing Assistant course must be completed within five years of petitioning to the Nursing program. Consideration will be given for those who are, or have been, employed as a Nurse Assistant.
- \_\_\_\_\_ 6. **Mandatory Information Meeting** – Meeting must be within one calendar year of petition date.

**Please provide date of attendance:** \_\_\_\_\_