

Associate Degree Nursing  
New Student Orientation Checklist

Required documents must be submitted on the first day of Orientation

Please Type or Print Legibly

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please be advised that the physical exam form will not be required in orientation. You will need to upload it to Castle Branch along with your CPR/BLS card. For complete approval, all documentation must be submitted on the first day of orientation. See list below:

Required Documents

- Submit copy of Texas Driver's License (front and back)
- Upload copy of Blue Card to Castle Branch front to back, then submit original Blue Card on first day of New Student Orientation
- Submit a (2x2 passport size) photo, name must be printed or typed on back of picture  
**No black/white or paper copies**
- Submit a copy of drug screen report from Castle Branch (must be negative)  
**No Dilute results accepted**
- Submit copy of background check results page from Castle Branch
- Submit copy of Summary report listed as completed from Castle Branch
- Submit copy of updated medical insurance card (front & back)