Danville Area Community College

CNA PROGRAM APPLICATION AND CHECKLIST
Part 1

IMPORTANT: PLEASE READ!!!

- ☐ *APPLYING TO THE CNA PROGRAM IS A 2 PART PROCESS. THEREFORE, IT CAN TAKE 1-2 MONTHS FROM START TO FINISH.*
- ☐ *THIS FORM IS THE FIRST PART OF THE PROCESS ALONG WITH MEETING ONE-ON-ONE WITH THE CNA PROGRAM COORDINATOR.*
- ☐ *THE SECOND PART OF THE PROCESS BEGINS AFTER YOU HAVE MET WITH THE PROGRAM COORDINATOR AND INCLUDES COMPLETION OF FINGERPRINTING, HEALTH PHYSICAL, TB TEST, AND DRUG TEST. YOU WILL RECEIVE ALL THE REQUIRED FORMS AND INFORMATION AT THE MEETING.*
- ☐ *APPLICANTS WHO HAVE COMPLETED ALL OF PART 1 AND PART 2 WILL RECEIVE FIRST CONSIDERATION FOR ENROLLMENT IN A CNA COURSE.*
- ☐ *CNA CLASSES ARE FILLED ON A FIRST COME, FIRST SERVE BASIS.*
  - o *YOU WILL NOT BE APPROVED TO ENROLL UNLESS ALL FORMS AND TESTING HAS BEEN COMPLETED WITH SATISFACTORY RESULTS.*

Step 1
- ☐ Apply and be accepted to Danville Area Community College
  - • Should receive DACC Student ID# at this time

Step 2
- ☐ Send *official* transcripts showing completion of 8th grade reading and math courses to DACC.
  - • High school diploma and GED are acceptable
  - • Official transcripts must be sent from your school directly to DACC
  - • Click hyperlink below and follow steps for sending transcripts
    - ☐ [Send Your Transcript | Danville Area Community College (dacc.edu)](#)

Step 3 – Do not complete this step until Steps 1 and 2 have been completed!
Schedule appointment with CNA Program Coordinator [HERE](#) at Mary Miller Office 133.
- • Bring to your appointment:
  - o Student Information Sheet (editable PDF is attached as Page 2)
  - o State Issued ID (i.e., driver's license)
  - o Official Social Security card (copies are not acceptable)
  - o Proof of high school diploma or GED
    1. If still in high school, must show proof of completion of 8th grade reading and math courses.
  - o Bring DACC Student ID# given to you upon being accepted to DACC in Step 1
  - o Your parent/guardian if you are younger than 17 years of age
- • If eligible, then applicant will receive a LiveScan request for fingerprinting.

Note – All costs associated with applying to DACC's CNA program is the applicant's responsibility.

Danville Area Community College

Please print legibly.   Preferred class location: Danville   Hoopeston   Either location

LAST Name	FIRST Name	MIDDLE Name (put N/A if no middle name)

Date of Birth (MM/DD/YYYY)	Social Security Number (xxx-xx-xxxx)

DACC Student ID #		Phone Number (including area code)	

PERSONAL email address (Do **NOT** use your school email address…must be a *PERMANENT* email address where you will receive information from the State of Illinois regarding your certification).

Street Address	
City	
State	
ZIP Code	

FOR COLLEGE EXPRESS STUDENTS ONLY:

Name of High School	Grade Level

Parent/Guardian Information	
First Name	
Last Name	
Phone Number	

Updated 8.2.2024