

WHPC (RN) Application Procedure at CPC

How do I apply for the program?

The application process has several steps and each is important, so please carefully read and complete the whole step-by-step application process.

1. Complete the California Preparatory College application form (please note the email attachment or go to our website at www.calprepcollege.com to download the form).
2. Financial Guarantee Form (see email attachment).
3. Submit copies of required documents listed on the application checklist (see below) along with the completed application and financial guarantee form (including pertinent support documents as listed on the form, i.e. bank statements, etc.).
4. CPC will do a preliminary, non-binding review of your transcripts. Only the California Board of Registered Nursing (BRN) must do an official review of your transcripts for state licensure. Since you will eventually need to have the BRN review your transcripts and since this process can take several months, you should begin the procedure in your home country since you must be in touch with the schools in your country to be able to complete the process.

For pertinent instructions, please visit the California BRN website at <http://www.rn.ca.gov/applicants/lic-exam.shtml>.

5. Once your application process is completed, including the successful receipt by our bank of the money wire transfer as per the payment schedule below and the favorable review of your application by our registrar's office at CPC, our registrar will send you your I-20 for the WHPC program.

Costs

The total cost for the one academic year program is \$9,900 and covers the following:

- Tuition for one academic year
- Airport pick-up from LAX

The above fee does not include:

- Textbook fees (may vary)
- SEVIS Receipt Fee (please verify the current fee amount of \$200) (the fee is NOT necessary for transfer students from within the U.S.)
- CPC I-20 Processing Fee (\$200)
- Meals
- International or domestic travel
- Transportation to and from school (public transportation is available)

Professional Application Checklist

- Copy of nursing license from foreign country
- Copy of diploma from foreign country
- Copy of nursing school transcripts in English
- Resume
- Proof of passing of NCLEX-RN (<http://www.rn.ca.gov/pdfs/applicants/exam-app.pdf>) or CGFNS Qualifying Exam*. *If students do not present proof of passing necessary exams, students will be required to take and pass the exam at CPC. Due to length of time required for approval to take the exam, students' time at CPC may be extended.*

Copy of state nursing license. *State endorsement** may be required if a license is issued from a state other than where employment is granted.*

New I-20 Students

- Completed California Preparatory College Application**
- Completed California Preparatory College Financial Guarantee Form**
- Financial guarantee for a single person with no dependants is \$21,500 (\$5,000 for spouse, and \$2,500 for each dependant child)**
- Copy of I.D. page of passport**
- Proof of International Student Medical Insurance** (*This can be obtained at CPC school site upon arrival*)

Transfer I-20 Students

- CPC Application Form**
- Financial Guarantee Form (including pertinent support documents as listed on the form)**
- Copy of I.D. page of passport**
- Copy of F1 Visa**
- Copy of I-94**
- Copy of current I-20**
- Financial Clearance**

Payment Schedule

- I. The following wire transfer deposits are payments required to process your I-20
 - A. 50% of the annual Tuition = \$4950
 - B. SEVIS Receipt Fee = \$200, unless this fee is paid directly by the applicant (verify current U.S. government fee charge) (fee exemption for students transferring to a new school within the U.S.)
 - C. CPC I-20 Processing Fee = \$200
 - D. Total wire transfer deposit to our bank should be \$5350
- II. Remaining balance of \$4950 must be paid before or upon F-1 visa approval, 21 days prior to departure from home country or, if already in the United States, 21 days prior to start of instruction

Refund Policy

A. Cancellation Policy:

- 1) I-20 processed and approved** - If a student is unable to attend and their I-20 **has already been processed**, the student will be reimbursed 100% of tuition deposit. However, the amount paid for the I-20 Processing Fee and the Sevis Receipt fee will NOT be refunded.
- 2) I-20 Not processed** - If a student is unable to attend and their I-20 has not been processed, the student will be reimbursed 100% of tuition deposit and Sevis fee that have been paid. If a student withdraws less than 30 days prior to the start of instruction, the CPC I-20 Processing Fee and the Sevis Receipt Fee will NOT be refunded.

3) Withdrawal after start of classes - If a student withdraws for exceptional circumstances from the WHPC program after arriving in the United States, the following schedule applies: if withdrawal is prior to 150 days from the start of instruction, the student tuition will be refunded according to the percentage of classes they attend (refer to the Tuition Refund Schedule). After the 151st day, the student will NOT receive a refund of tuition.

B. Visa Denial Policy:

1) If a student is denied a visa, the student will be reimbursed 100% of tuition deposit. However, the student will NOT be reimbursed for the Sevis Receipt fee or I-20 Processing Fee.

* The CGFNS Qualifying Exam (a one-day examination that tests your knowledge and understanding of nursing as it is taught and practiced in the United States today) is part of the Certification Program, which is designed specifically for registered (first-level, general) nurses educated outside the United States who are eligible to practice as registered nurses in the United States. The program is comprised of three parts:

1. A credentials review, which includes an evaluation of secondary and nursing education, registration and licensure;
2. [The CGFNS Qualifying Exam®](#) a test of nursing knowledge offered three to four times a year in over 50 test sites worldwide, also satisfies one of the immigration requirements for securing an occupational visa to work in the United States; and
3. [An English language proficiency examination](#). (Several English language proficiency examinations are approved to meet the English language requirement of the Certification Program. The passing scores for the English language proficiency examinations are located in the [Certification Program Applicant Handbook](#) and the [Certification Program Requirements](#).)

The CGFNS certificate is required of internationally educated registered nurses by a majority of U.S. states in order to take the NCLEX-RN® licensure examination.

CGFNS certificate holders consistently have a higher rate of success on the NCLEX-RN® examination than internationally educated nurses who do not hold the certificate.

**** Reciprocity vs. Endorsement**

Reciprocity: The NCLEX exam has reciprocity and is accepted in all fifty states. Once you pass it, you should never have to take it again.

Endorsement: Individual state licensure requirements may vary. Some states have language requirements and some states may have additional courses required. Please check directly with the state in which you are seeking licensure endorsement.