

LPN Application Packet Download

1. Letter from Director – read only
2. *Application Form
Print and complete. Mail with Payment.
3. Testing Procedures and Map to Testing Site
4. Study Guide Request Form
Mail with check or email and arrange payment.
5. Pre-Entrance Practice Math
6. Mental and Physical Abilities

*LPN Application – May be completed on computer.
Separate Download required.

2. Application Form (online option)
Dynamic form may be filled out on computer, saved, print, mail or email. Payment is required.



Dear Prospective Practical Nursing Student:

Thank you for your interest in the Practical Nursing Program. The purpose of this letter is to inform you of class start dates and steps of the application process.

The next available program will begin in July of 2011. We are accepting applications at this time and you will be notified by phone when the first testing date becomes available.

To begin the application process, please fill out the application form and return by mail with a \$30 non-refundable fee to:

Mail: Sonja Worley, Adult Education
Upper Valley JVS Applied Technology Center
8901 Looney Road
Piqua, OH 45356

Or

Email: Application to colberts@uvjvs.org
Sue Colbert will call to confirm receipt and process credit card payment of \$30 Testing Fee.

These items must be on file at the school before we can schedule you to take the pre-entrance exam.

When this paperwork has been received in our office, you will be contacted regarding our next available testing date. Once we have scheduled your exam, if you must change the date, it is imperative to call and reschedule as quickly as possible so we may offer your testing spot to another applicant. You may reschedule one time. If you do not call or show up for your scheduled exam you will automatically forfeit the \$30.00 test fee.

Application Process:

Pre-entrance examination

The Pre-Entrance Exam is given at our Stouder Campus located at 1100 Wayne Street, Suite 1472 in Troy. Please see the enclosed map for directions. The Exam is a scholastic aptitude test that consists of four content areas:

Math - covers whole numbers, metric conversion, fractions and decimals, percentages and ratio / proportion.

Reading - covers paragraph comprehension, passage comprehension and inferences / conclusions.

English - measures knowledge of punctuation, grammar, sentence structure, contextual words and spelling.

Science - covers science reasoning, science knowledge, basic physical principles and general science.

All tests contain multiple-choice items with one correct answer. The test is administered via computerized method which allows us to provide you with instant results at the close of the test session.



In addition to the computerized assessment, a paper/pencil math exam will be administered. Calculators are not permitted during the exam. This test consists of 66 questions and covers the following topics: roman numerals, improper fractions, mixed numbers, decimals (addition, subtraction, multiplication and division), fractions (addition, subtraction, multiplication and division), rounding decimals and solving ratios. Additional math worksheets are included in this download. For additional math practice worksheets you may visit the following online sites: www.math-drills.com or www.helpingwithmath.com/resources/worksheets.htm

There is an optional study guide available for you to purchase for the computerized portion of the exam. The cost of the guide is \$40.00 and may be purchased by completing the enclosed order form and mailing with your application and registration card.

Scheduling of Interview

At the conclusion of your exam, results will be analyzed and you will be given appropriate directions for scheduling an interview.

Required Information

Reference letters, transcripts and medical forms will be given to you during the interview process. Forms must be filled out and returned to our office as instructed.

Admissions Committee

Upon our receiving the above items your completed file will be reviewed for acceptance by the Practical Nursing Admissions Committee. You will be informed of their decision by phone. It is important to keep the LPN department current with phone numbers/contact information.

If you have any questions concerning the application process, please call Sue Colbert at 937-440-0550, ext. 0. Thank you for your interest in our program. I wish you success on your pre-entrance exam.

Sincerely,

Pam Hill RN, MS

Pam Hill RN, MS
Program Administrator
UVJVS School of Practical Nursing

**UPPER VALLEY JVS
SCHOOL OF PRACTICAL NURSING**

POLICY: Mental and Physical Abilities required of the Practical Nursing Education Program by the Ohio Organization of Practical Nurse Educators

Minimal acceptable mental and physical qualifications of an applicant for the Program of Practical Nurse Education include the following abilities:

1. Frequently work in a standing position and do frequent walking.
2. Lift and transfer patients up to 6 inches from a stooped position, then push or pull the weight up to 3 feet.
3. Lift and transfer patients from a stooped to an upright position to accomplish bed-to-chair and chair-to-bed transfers.
4. Physically apply up to 10 pounds of pressure to bleeding sites, or in performing CPR.
5. Respond and react immediately to auditory instruction/request/monitor equipment, and perform auditory auscultation without auditory impediment.
6. Perform close and distance visual activities involving objective, person, and paperwork, as well as discriminate depth and color.
7. Discriminate between sharp/dull and hot/cold when using hands.
8. Manual dexterity required for preparing and administering medications.
9. Ability to read medication labels and patient records.
10. Perform mathematical calculation for medication preparation and administration.
11. Speak English clearly enough for most patients to understand and understand the verbal communication of English-speaking clients.
12. Communicate effectively in writing, using appropriate grammar, vocabulary and word usage.
13. Make quick decisions under stressful situations.
14. Carry out procedures that prevent the spread of infection, e.g., frequent hand washing, using mask and gloves, etc.

Applicants are responsible to determine their own eligibility in light of these qualifications to identify to the school any particular accommodation they may need.

Students with a disability who enter the program do so with the understanding they will be expected to meet course requirements, with any reasonable accommodation that may be provided by the school.

Request for reasonable accommodation will be evaluated by the nursing faculty, Director of the program, and the Director of Adult Education.

**Upper Valley JVS
School of Practical Nursing**

LPN Pretest Math Worksheet

Change to Roman Numerals:

1.) _____ 17 3.) _____ 5

2.) _____ 2 4.) _____ 10

Change to Common Numbers:

5.) _____ XXII 6.) _____ VIII

7.) _____ XII 8.) _____ XIX

Express in words:

9.) _____ 2,010,345

10.) _____ 31, 005.5

11.) _____ 320,955

Change improper fractions to whole numbers or mixed numbers:

12.) _____ $\frac{48}{24}$ 13.) _____ $\frac{1000}{25}$

14.) _____ $\frac{8}{3}$ 15.) _____ $\frac{77}{15}$

Change mixed numbers to improper fractions:

16.) _____ $4\frac{6}{8}$ 17.) _____ $3\frac{3}{4}$

18.) _____ $8\frac{16}{18}$ 19.) _____ $6\frac{3}{9}$

Round the following numbers to the next largest number:

20.) _____ 697 to the nearest hundred

21.) _____ 3,798,500 to the nearest thousand

22.) _____ 4,798,855 to the nearest million

Add the following decimals:

23.) _____ $0.03 + 0.014 + 0.245$

24.) _____ $2.015 + 45.8 + 700.5$

25.) _____ $0.007 + 55.018 + 2,007.09$

Subtract the following decimals:

26.) _____ $44.8 - 6.982$

27.) _____ $56 - 0.999$

28.) _____ $7.5 - 4.2$

Multiply the following decimals:

29.) _____ 18.1×0.44

30.) _____ 4×2.0478

31.) _____ 3.85×45.02

Divide the following decimals:

32.) _____ $0.935 \div 2.5$

33.) _____ $0.675 \div 0.025$

34.) _____ $8.75 \div 2.5$

Round decimals as indicated:

35.) _____ 7.549 to the nearest tenth

36.) _____ 0.7854 to the nearest hundredth

37.) _____ 0.8351 to the nearest thousandth

Solve ratios:

38.) _____ $\frac{25}{150} = \frac{5}{x}$

39.) _____ $\frac{7}{x} = \frac{49}{70}$

40.) _____ $\frac{0.5}{1} = \frac{x}{50}$

Add the following fractions:

41.) _____ $\frac{1}{8} + \frac{2}{4} + \frac{1}{3}$

42.) _____ $\frac{1}{20} + \frac{2}{5} + 1\frac{1}{2}$

43.) _____ $\frac{8}{9} + \frac{1}{3} + \frac{1}{6}$

Subtract the following fractions:

44.) _____ $\frac{6}{7} - \frac{2}{3}$

45.) _____ $1\frac{4}{20} - \frac{2}{5}$

46.) _____ $\frac{9}{12} - \frac{2}{4}$

Multiply the following fractions:

47.) _____ $\frac{2}{4} \times \frac{6}{9}$

48.) _____ $4 \times 1\frac{3}{5}$

49.) _____ $2\frac{1}{5} \times \frac{8}{9}$

Divide the following fractions:

50.) _____ $\frac{2}{8} \div 1\frac{1}{2}$

51.) _____ $4\frac{3}{5} \div 1\frac{1}{8}$

52.) _____ $\frac{5}{8} \div \frac{2}{3}$

Which is larger?

53.) _____ 0.5 or 0.555

54.) _____ $\frac{3}{4}$ or $\frac{1}{8}$

55.) _____ .25 or 0.100

**Upper Valley JVS
School of Practical Nursing**

**LPN Pretest Math Worksheet
ANSWER KEY**

Change to Roman Numerals:

- 1.) XVII 17 2.) V 5
3.) II 2 4.) X 10

Change to Common Numbers:

- 5.) 22 XXII 6.) 8 VIII
7.) 12 XII 8.) 19 XIX

Express in words:

- 9.) Two million, ten thousand, three hundred and forty five 2,010,345
10.) Thirty one thousand, five and five tenths 31,005.5
11.) Three hundred twenty thousand, nine hundred and fifty five 320,955

Change improper fractions to whole numbers or mixed numbers:

- 12.) 2 $\frac{48}{24}$ 13.) 40 $\frac{1000}{25}$
14.) 2 $\frac{2}{3}$ $\frac{8}{3}$ 15.) 5 $\frac{2}{15}$ $\frac{77}{15}$

Change mixed numbers to improper fractions:

- 16.) 38/8 $4 \frac{6}{8}$ 17.) 15/4 $3 \frac{3}{4}$
18.) 160/18 $8 \frac{16}{18}$ 19.) 57/9 $6 \frac{3}{9}$

Round the following numbers to the next largest number:

20.) $\underline{\hspace{2cm} 700 \hspace{2cm}}$ 697 to the nearest hundred

21.) $\underline{\hspace{2cm} 3,799,000 \hspace{2cm}}$ 3,798,500 to the nearest thousand

22.) $\underline{\hspace{2cm} 5,000,000 \hspace{2cm}}$ 4,798,855 to the nearest million

Add the following decimals:

23.) $\underline{\hspace{2cm} 0.289 \hspace{2cm}}$ $0.03 + 0.014 + 0.245$

24.) $\underline{\hspace{2cm} 748.315 \hspace{2cm}}$ $2.015 + 45.8 + 700.5$

25.) $\underline{\hspace{2cm} 2062.115 \hspace{2cm}}$ $0.007 + 55.018 + 2,007.09$

Subtract the following decimals:

26.) $\underline{\hspace{2cm} 37.818 \hspace{2cm}}$ $44.8 - 6.982$

27.) $\underline{\hspace{2cm} 55.001 \hspace{2cm}}$ $56 - 0.999$

28.) $\underline{\hspace{2cm} 3.3 \hspace{2cm}}$ $7.5 - 4.2$

Multiply the following decimals:

29.) $\underline{\hspace{2cm} 7.964 \hspace{2cm}}$ 18.1×0.44

30.) $\underline{\hspace{2cm} 8.1912 \hspace{2cm}}$ 4×2.0478

31.) $\underline{\hspace{2cm} 173.327 \hspace{2cm}}$ 3.85×45.02

Divide the following decimals:

32.) $\underline{\hspace{2cm} 0.374 \hspace{2cm}}$ $0.935 \div 2.5$

33.) $\underline{\hspace{2cm} 27 \hspace{2cm}}$ $0.675 \div 0.025$

34.) $\underline{\hspace{2cm} 3.5 \hspace{2cm}}$ $8.75 \div 2.5$

Round decimals as indicated:

35.) $\underline{\hspace{2cm} 7.5 \hspace{2cm}}$ 7.549 to the nearest tenth

36.) $\underline{\hspace{2cm} 0.79 \hspace{2cm}}$ 0.7854 to the nearest hundredth

37.) $\underline{\hspace{2cm} 0.835 \hspace{2cm}}$ 0.8351 to the nearest thousandth

Solve ratios:

$$38.) \quad \frac{\quad\quad\quad 30}{\quad\quad\quad\quad\quad} \quad \frac{25}{150} = \frac{5}{x}$$

$$39.) \quad \frac{\quad\quad\quad 10}{\quad\quad\quad\quad\quad} \quad \frac{7}{x} = \frac{49}{70}$$

$$40.) \quad \frac{\quad\quad\quad 25}{\quad\quad\quad\quad\quad} \quad \frac{0.5}{1} = \frac{x}{50}$$

Add the following fractions:

$$41.) \quad \frac{\quad\quad\quad \frac{23}{24}}{\quad\quad\quad\quad\quad} \quad \frac{1}{8} + \frac{2}{4} + \frac{1}{3}$$

$$42.) \quad \frac{\quad\quad\quad 1\frac{19}{20}}{\quad\quad\quad\quad\quad} \quad \frac{1}{20} + \frac{2}{5} + 1\frac{1}{2}$$

$$43.) \quad \frac{\quad\quad\quad \frac{50}{36} = 1\frac{14}{36}}{\quad\quad\quad\quad\quad} \quad \frac{8}{9} + \frac{1}{3} + \frac{1}{6}$$

Subtract the following fractions:

$$44.) \quad \frac{\quad\quad\quad \frac{4}{21}}{\quad\quad\quad\quad\quad} \quad \frac{6}{7} - \frac{2}{3}$$

$$45.) \quad \frac{\quad\quad\quad \frac{16}{20} = \frac{4}{5}}{\quad\quad\quad\quad\quad} \quad 1\frac{4}{20} - \frac{2}{5}$$

$$46.) \quad \frac{\quad\quad\quad \frac{3}{12} = \frac{1}{4}}{\quad\quad\quad\quad\quad} \quad \frac{9}{12} - \frac{2}{4}$$

Multiply the following fractions:

$$47.) \quad \frac{\quad\quad\quad \frac{12}{36} = \frac{2}{6} = \frac{1}{3}}{\quad\quad\quad\quad\quad} \quad \frac{2}{4} \times \frac{6}{9}$$

$$48.) \quad \frac{\quad\quad\quad \frac{32}{5} = 6\frac{2}{5}}{\quad\quad\quad\quad\quad} \quad 4 \times 1\frac{3}{5}$$

$$49.) \quad \frac{\quad\quad\quad \frac{88}{45} = 1\frac{43}{45}}{\quad\quad\quad\quad\quad} \quad 2\frac{1}{5} \times \frac{8}{9}$$

Divide the following fractions:

50.) $\frac{4}{24} = \frac{1}{6}$ $\frac{2}{8} \div 1\frac{1}{2}$

51.) $\frac{184}{45} = 4\frac{4}{45}$ $4\frac{3}{5} \div 1\frac{1}{8}$

52.) $\frac{15}{16}$ $\frac{5}{8} \div \frac{2}{3}$

Which is larger?

53.) 0.555 0.5 or 0.555

54.) $\frac{3}{4}$ $\frac{3}{4}$ or $\frac{1}{8}$

55.) $.25$ $.25$ or 0.100



School of Practical Nursing
Pre-Entrance Exam
OPTIONAL STUDY GUIDE ORDER FORM

Yes, I would like to order a copy of the Pre-Entrance Exam Study Guide.

Name:

Address:

City:

State:

Zip:

Phone:

Please enclose check or money order in the amount of \$40.00 made payable to:

UPPER VALLEY JVS ADULT DIVISION

*Your study guide will be mailed to you at the above address.

UPPER VALLEY JVS SCHOOL OF PRACTICAL NURSING

TESTING PROCEDURE & LOCATION

Testing Procedure: When all required paperwork has been received in our office, you will be contacted regarding our next available testing date.

Requirement: **YOU MUST BRING A PHOTO ID!!**

Location: Stouder Center, 1100 Wayne Street, Suite 1472, Troy, Ohio

