



PES SCHOOL OF NURSING EDUCATION

Practical Nursing Program

LPN Program Guide

Launch your nursing career in just one year. Our intensive, hands-on Practical Nursing program is built for driven CNA professionals ready to become Licensed Practical Nurses. This is a full time program; Monday-Friday.

NCLEX-PN Preparation | Clinical Rotations | Simulation Labs | Payment Plans Available

1 Year

Total Program Length

3

Terms of Study

15

Weeks Per Term

30

Students Per Cohort

About the Program

The PES Practical Nursing Program offers a full-time, immersive education combining classroom learning with real-world clinical experience. Grounded in our three core pillars — Excellence & Ethics, Compassion, and Innovation — our curriculum prepares graduates to sit for the NCLEX-PN exam and enter the workforce with confidence. Courses blend in-person and virtual delivery; all lab and clinical hours are 100% hands-on. Students rotate in small groups (Group A & Group B) to ensure individualized instruction.

Rolling Admissions — Three Intakes

Term	Start	App Deadline
Winter	January	November 30
Spring	May	March 31
Fall	September	July 31

Tuition & Cost of Attendance

Tuition is billed per term. There are three 15-week terms:

Tuition (per term)	\$5,900
Technology Fee	\$800 / \$400 (Term 3)
LMS Access Fee	\$300
Books & Supplies*	\$650*
Per-Term Total	\$7,000
Total Program Tuition	\$21,000

* Books, software, uniforms, physical, background check, drug screen, etc. (~\$1800-\$2500), and laptop (~\$500) are separate costs, and are the responsibility of the student. Total estimated cost of attendance: **\$24,550**.

Payment Options

- Scholarships & sponsorships accepted
- Monthly payment plans available
- Credit card, cash, and check accepted
- \$500 acceptance deposit applied to tuition

Apply online at www.pesschoolofnursing.com | admissions@pesschoolofnursing.com



Program Details & How to Apply

PES School of Nursing Education — LPN Program Guide

pesschoolofnursing.com

Curriculum Overview

Each term is 15 weeks. Students complete 11 courses across three terms, progressing from foundational to advanced clinical skills.

TERM 1 January, May, or September

NUR100 Fundamentals of Nursing • NUR101 Medical Terminology & Nutrition • NUR102 Introduction to Pharmacology • NUR103 Anatomy & Physiology • NUR104 Health Assessment

TERM 2 Medical-Surgical Focus

NUR105 Care of Patients Across the Lifespan / Med-Surg • NUR106 Care of the Older Adult / Geriatric Patient • NUR107 Introduction to Psychology / Mental Health Nursing

TERM 3 Advanced Care & NCLEX Prep

NUR108 Care of Women and Infants • NUR109 Care of the Pediatric Patient • NUR110 Nursing Leadership & Capstone Project • NUR111 NCLEX-PN Preparation

Excellence & Ethics

Evidence-based knowledge and a strong ethical foundation for modern, compassionate nursing practice.

Compassion

Patient-centered care rooted in empathy, cultural competence, and respect for human dignity.

Innovation

Forward-thinking education that prepares nurses to lead in an evolving healthcare landscape.

Admission Requirements

- ✓ Age 18 or older
- ✓ High school diploma or GED
- ✓ Active CNA certification (required)
- ✓ 6+ months verified CNA work experience (must be provided directly from the organization)
- ✓ Three professional references (signed and with full contact information on them for verification)
- ✓ 2-page admissions essay
- ✓ Interview with Program Director and Admissions Team

ONCE ADMITTED STUDENTS MUST HAVE:

- ✓ Current CPR certification- must have a hands-on function and practice (RedCross or AHA)
- ✓ Clean criminal background check
- ✓ Required immunizations & annual TB test
- ✓ Medical physical on file
- ✓ Clean urine drug screen

Note: CNA certification and verified 6-month CNA employment are required with no exceptions.



Application Process

- Apply online at pesschoolofnursing.com
- \$100 non-refundable application fee
- Submit all required documents with application (applications submitted incorrectly may be delayed or outright denied)
- Formal interview with Program Director & Selection Committee
- Notification of decision within one week of interview
- \$500 acceptance deposit due within 72 hours (applied to tuition)

PROGRAM ADMISSION IS NOT GUARANTEED FOR ANY APPLICANT.

Important Program Commitment

The Practical Nursing (PN) Program is a **full-time educational program** requiring a significant weekly time commitment. Students should expect to participate in scheduled activities **Monday through Friday for approximately 8–10 hours per day**.

Program activities include classroom lecture, laboratory instruction, clinical experiences, simulations, testing, and required coursework. Daily schedules will vary based on course requirements and instructor availability.

Clinical, laboratory, and lecture hours are subject to change and may be scheduled at varying times throughout the week. Students must maintain flexibility and availability to attend all assigned educational activities.

Due to the rigorous nature of the program, students are strongly discouraged from maintaining full-time employment while enrolled. Failure to attend scheduled learning activities may result in academic or clinical failure.

Admitted students will receive a term calendar at their orientation session outlining the in-person expectations and the days for that term.

Admissions

admissions@pesschoolofnursing.com

Student Services

programdirector@pesschoolofnursing.com

Website

www.pesschoolofnursing.com

Your future in nursing starts here.





<p>How to Request a Verification of Employment Letter</p> <p>To apply for the Practical Nursing Program, you must provide a Verification of Employment letter from your employer.</p> <p>A pay stub, W-2, tax form, or screenshot is not accepted.</p> <p>Step 1: Contact your employer (or former employer)</p> <p>Contact one of the following people at your job:</p> <ul style="list-style-type: none"> • Your supervisor • Human Resources • Payroll office • Administrator • Manager <p>Step 2: Ask for a letter</p> <p>Say this: "I am applying to a nursing program and need a Verification of Employment letter. Can you please provide a signed letter on company letterhead?"</p> <p>Step 3: Make sure the letter includes everything required</p> <p>The letter must include:</p> <ul style="list-style-type: none"> • Your full name • Your job title • The name of the company/facility • The date you started working there • The date you stopped working there, if you no longer work there • Confirmation that you worked as a CNA • The employer's contact information • A signature from the employer, supervisor, HR, or payroll <p>Step 4: Make sure it is on company letterhead</p> <p>The letter must be printed or typed on official company letterhead.</p> <p>Company letterhead usually includes the company name, address, phone number, and logo.</p> <p>Step 5: Upload the letter with your application</p> <p>Once you receive the signed letter, upload it to your application.</p> <p>Do not upload a W-2, pay stub, screenshot, email, or tax form instead.</p> <p>Those will not be accepted.</p>	<p>How to Obtain a Copy of Your Michigan CNA Certificate</p> <p>Applicants to the Practical Nursing Program must submit a copy of their current Michigan CNA Certificate as part of the admissions process.</p> <p>Follow the steps below to obtain a copy of your certificate.</p> <p>Step 1: Access the Michigan Nurse Aide Registry</p> <p>Visit the Michigan Nurse Aide Registry (MI-NATES) through your web browser.</p> <p>Step 2: Log Into Your Account</p> <p>Log in using your MIlogin credentials.</p> <p>If you do not know your username or password, use the account recovery options available through MIlogin.</p> <p>Step 3: Locate Your Nurse Aide Record</p> <p>Once logged in, access your Nurse Aide Registry information.</p> <p>Verify that your certification status is active and current.</p> <p>Step 4: Obtain a Copy of Your Certificate</p> <p>Locate the option to view, download, save, or print your CNA certificate or registry record.</p> <p>Save the document as a PDF</p> <p>Step 5: Upload Your Certificate</p> <p>Upload a clear and legible copy of your CNA certificate with your Practical Nursing Program application.</p> <p>Important Information</p> <p>Before uploading your certificate, please verify that:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Your certification is active and current <input type="checkbox"/> Your name is clearly visible <input type="checkbox"/> The certificate is complete and readable <input type="checkbox"/> The document is saved as a PDF or other accepted file format <p>Documents That Will Not Be Accepted</p> <p>The following documents do not meet the CNA certification requirement:</p> <ul style="list-style-type: none"> • CNA training completion certificates • Course completion certificates • Class transcripts • Screenshots of any kind from TMU or Michigan.gov • Expired CNA certificates • Incomplete or unreadable documents <p>Applicants must provide proof of an active Michigan CNA certification to be considered for admission to the Practical Nursing Program.</p>

**Reference Letter Requirements**

Applicants to the Practical Nursing Program must submit three (3) reference letters as part of the admissions process.

Submission Instructions

All three reference letters must be combined into one (1) PDF document and uploaded with your application. Please ensure all pages are included, legible, and in the correct order before uploading.

Important Requirements

Each reference letter must be written by a different individual and must be a separate letter.

Each reference letter must include:

- The applicant's full name
- The reference's full name
- The reference's title or role
- A description of how the reference knows the applicant
- Information regarding the applicant's character, professionalism, reliability, work ethic, communication skills, and potential for success in a nursing program
- The reference's telephone number
- The reference's email address
- The date the letter was written
- The reference's signature

Acceptable References

References should be from individuals who know you well and can speak to your character, professionalism, work ethic, academic ability, leadership skills, or suitability for nursing education.

Acceptable references may include:

- Current or former supervisors
- Employers
- Directors of Nursing
- Nurse Managers
- Charge Nurses
- Instructors or professors
- Teachers
- Academic advisors
- Pastors, clergy members, or faith leaders
- Youth leaders
- Volunteer coordinators
- Community leaders
- Coaches or mentors
- Other professional or community leaders who can provide a meaningful recommendation

**Unacceptable References**

The following references will not be accepted:

- Parents
- Grandparents
- Siblings
- Spouses or significant others
- Other immediate family members
- Individuals who cannot reasonably verify your character, work ethic, or qualifications

Verification of References

All references are subject to verification by the School. Reference letters that are unsigned, missing contact information, appear altered, contain false information, or cannot be verified may result in the application being considered incomplete or denied.

Before You Upload

Please verify that:

- You have three separate reference letters
- Each letter is signed
- Each letter includes a phone number and email address
- Each letter is written by a different individual
- All three letters have been combined into one PDF document
- The PDF is clear, complete, and readable

Applications submitted without the required reference documentation will be considered incomplete and will not move forward in the admissions process.