Upon completion of this course, the student will be able to:

- Perform basic nursing skills for clients in a variety of settings.
- Safely and effectively perform personal care skills.
- Recognize the psychological, emotional, physical and spiritual needs of clients.
- Demonstrate appropriate attitudes in giving nursing care.
- Exhibit proper ethical and legal behavior in giving nursing care.
- Demonstrate effective communication and interpersonal skills.
- Demonstrate behavior that maintains the rights of the client.
- Perform nursing care with regard to the principles of infection control.
- Acquire the proper knowledge and skills to respond to emergencies.

2016 starting date – evening classes

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<th>Month</th>
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<tbody>
<tr>
<td>January</td>
<td>April 4</td>
<td>May</td>
<td>May 2</td>
<td>September</td>
<td>September 6</td>
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<td>February</td>
<td>February 1</td>
<td>June</td>
<td>June 6</td>
<td>October</td>
<td>October 3</td>
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<tr>
<td>March</td>
<td>March 7</td>
<td>July</td>
<td>July 5 (Tuesday)</td>
<td>November</td>
<td>November 7</td>
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<tr>
<td>April</td>
<td>April 4</td>
<td>August</td>
<td>August 1</td>
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Student requirements

Essential physical requirements for the Nursing Assistant program are:

- Ability to lift a minimum of 50 pounds during class, lab and clinical practice.
- Ability to attend an 8-hour clinical session with minimal resting periods.

If the student has a temporary/permanent condition limiting his/her ability to perform the essential physical requirements, please contact the program manager. Class attendance is an essential part of the educational process of this training and is mandatory. Students may be dropped if attendance requirements are not met.
Length of Program*
The program takes 80 hours to complete. Of those, 41 hours are dedicated to classroom instruction; 19 hours to classroom supervised practical training, 16 hours for clinical practice and four hours to review and testing.
Students can choose either a non-credit or for-credit option.

Non-Credit Program
Non-credit classes are offered in the evenings in January-November with registration accepted year round.
- Monday – Friday, 6-10 p.m. and one Saturday, 6 a.m.-3 p.m.

The non-credit program cost is $565 (includes book). Payment is due at time of registration.

Refund Policy
Non-credit students must contact the BSC Continuing Education office at least two working days prior to the start of the class for a refund. A $25 processing fee will be deducted from the amount refunded. If a student cancels after the class has started, the entire registration fee will be forfeited. Students can call (701) 224-5600 for more information.

For-Credit Program
For-credit evening classes are offered February, April, June, July, September, October and November, Monday – Friday 6-10 p.m. and one Saturday 6 a.m.-3 p.m.

The cost is $690 (includes book and testing fee) plus college fees.

Prior to Registering
In order to receive college credit for the Nursing Assistant program, you must be enrolled at BSC which includes the submission of a BSC application form and a $35 application fee.

For-credit students must contact the Nursing Assistant program manager to acquire a permission slip prior to enrolling. The Nursing Assistant class is a two-credit class and the credit will be applied within the semester the course is taken.

For-credit payments are handled through the BSC Business Office at 1500 Edwards Ave, Bismarck.

Program Location*
Classes are held at BSC’s Allied Health Campus, 500 East Front Avenue, Room 210, Bismarck.

CNA State Exam*
Students will be able to take the State Nursing Exam after completing the Nursing Assistant class. Students will be notified of the testing date during their classroom instruction. The cost for the state exam is $130 for written exam, $145 for oral exam. For non-credit students the exam fee is due no later than two weeks prior to the exam date.

Key Cards
The BSC Allied Health Building is accessed by key cards for evening classes. This measure is for the protection of BSC students and staff utilizing the building after hours. All students need to have a key card to gain access to the Allied Health Building for the night and weekend classes. Key cards are issued the first night of class. If the key card is not returned the last night of class, a $10 fee will be charged to the student.

English as Second Language Students (ESL)*
ESL students entering the CNA program need to take an English assessment exam prior to registration. To register for the exam, please contact BSC Testing Services Coordinator at (701) 224-5658. The exam fee is $15. A Level-3 testing score is needed for entrance into the CNA program. Students must indicate they are testing for the CNA program.

* Applies to non-credit and for-credit courses.

To Register for Nursing Assistant Training
*Starred items must be completed.
Please fill out this registration form completely.

In Person
National Energy Center of Excellence
1200 Schafer Street, Room 107, Bismarck
Phone: (701) 224-5600 or (1-877) 846-9387

Mail
BSC Continuing Education, Training & Innovation
PO Box 5587, Bismarck, ND 58506-5587

Online (non-credit only)
bismarckstate.edu/ceti/training/medicaltraining/cna
(credit card payment only, Discover, Visa, MasterCard)

Please check one: ☐ For Credit* ☐ For Non-Credit
*If taking class for credit, students must be a registered BSC student and meet with program manager for a permission slip for the class.

*First Name *MI *Last Name
*Home Address
*City, State, Zip
*Phone (daytime) (home or cell)
Social Security Number (optional)
*Date of Birth *Session Start Date

Third-party billing students: (Authorization needs to accompany registration)

Bill (facility name and address):

Please check one: ☐ Visa ☐ MasterCard ☐ Discover
Credit Card Number
Exp. Date Sec. Code

Social Security numbers and birth dates are requested in connection with the university system reporting requirements and accountability reports, including performance and accountability measures for workforce development and workforce training programs. Disclosure of social security number is optional and not required.