



REACTIVATION FORM FOR NURSING PROGRAMS

Please read information on page 1. Please return form on page 2.

This document is used to maintain eligibility for the De Anza Nursing Programs. Different groups of students will need to use this document:

- **RN program applicants** on the waiting list who are being asked to confirm their interest in the RN program and maintain their position on the waiting list. This may be done periodically to remove people no longer interested. An announcement on the nursing web site is made 3 months in advance of the yearly deadline of April 20th.
- **LVN-to-RN-Transition and Advanced Placement applicants**, who must use this form to maintain their position on waiting lists on a quarter-by-quarter basis. If they are not selected by the end of a quarter for the following quarter, then they must submit this form by the next application deadline to maintain eligibility and their place on the program waiting list.

The following are the application periods for all De Anza nursing programs:

- February 15th to April 15th
- September 1st to September 15th
- November 15th to January 15th

This document should be downloaded and printed. In the event that you are unable to print the document from the web page at home, you may be able to do so at your local library. A copy may be printed on the De Anza campus at the Science Resource Center, located in the Science Center Pavilion (room SC3101, 408-864-8921 or <http://www.deanza.edu/bhes/src.html>) or at the Allied Health and Nursing Resource Center, located in S-82 (408-864-8687). Please call ahead for hours of operation. Please bring your own paper for printing. There is a 10 cents per page charge for printing.

Instructions (please read carefully):

- Fill out the Reactivation Form on page 2 of this document.
- Send the Reactivation Form to the Nursing Department in one of the following ways:
 - 1) Mail the form, using certified mail, to the Nursing Department. Keep your certified mail receipt as proof of sending the form. The mailing address is:
De Anza College
Registered Nursing Program
Attn: Screening and Selection Coordinator
21250 Stevens Creek Blvd
Cupertino, CA 95014
 - 2) Place the form in an envelope addressed to the Nursing Department and drop it in the Faculty & Staff Drop Box located outside of the De Anza College Administration Building, Room 111.
 - 3) Fax a copy of the completed form to the Nursing Department at 408-864-5681.
 - 4) Email a copy of the completed form as an attachment to JeckellRobert@fhda.edu

Confirmation:

You may request confirmation by sending an email or include a Self-Addressed Stamped Envelope (SASE) with a form delivered by methods 1 or 2 above.

