

Joseph F. McCloskey School of Nursing

700 Schuylkill Manor Road, Pottsville, PA 17901 | Phone 570-621-5035 | Fax 570-621-5066

Date: 6/2025, revised 3/2026 and 8/2026	Nursing Education Verification Submission Requirements #210	Pages: 1 of 6
Reviewed: 1/2026 3/2026	 Tina VanBuren, DNP, MSN, RN, CNS Director, School of Nursing	Student Affairs Committee

PURPOSE

This policy establishes the requirements that nursing students must complete before their Nursing Education Verification (NEV) can be submitted to the State Board of Nursing for licensure eligibility.

SCOPE

This policy applies to all students enrolled in nursing programs at the Joseph F. McCloskey School of Nursing who are preparing for graduation and seeking licensure as registered nurses.

DEFINITIONS

NEV: official documentation submitted to the State Board of Nursing verifying completion of nursing education requirements. Virtual ATI: the ATI online learning and assessment platform. Green Light: ATI coach approval indicating readiness to proceed with the NCLEX examination. Comprehensive Predictor: the ATI assessment tool that predicts the probability of NCLEX-RN success. Capstone: the final culminating academic experience.

POLICY

All nursing students must complete the requirements outlined in this policy before NEV submission to the State Board of Nursing. Exceptions require the written approval of the Director of Nursing.

PROCEDURE

Students must meet all of the following criteria before NEV submission:

- Academic requirements: successful completion of all required nursing courses with a minimum grade of 78%; all prerequisite courses completed satisfactorily; resolution of any incomplete grades or academic probation status.
- Capstone completion: all assigned capstone components fully completed and satisfactorily evaluated, including the evidence-based paper and poster presentation.
- Virtual ATI requirements: a minimum of 75% of Virtual ATI modules completed before NEV submission; Green Light authorization obtained from the assigned Virtual ATI coach; completion of all assigned remediation activities.

- ATI Live Review: attendance and active participation in the ATI Live Review session, with completion of all components.
- Green Light standards: students are required to obtain the Green Light to submit the NEV. Students who do not obtain the Green Light after three attempts must repeat the Comprehensive Predictor examination, achieve a minimum 93% probability-of-passing score on the Comprehensive Predictor, complete additional remediation as assigned, and obtain Student Success Specialist approval for NEV submission.
- Clinical and health requirements: completion of all required clinical hours with satisfactory evaluations; current American Heart Association Basic Life Support certification; current immunizations as required by clinical affiliates; criminal background check completed within the past year; drug screening completed within required timeframes; current health insurance documentation. (Determinations of licensure eligibility based on criminal history are made by the State Board of Nursing, not the school.)
- Financial and administrative clearance: all tuition, fees, and financial obligations paid in full.

RESPONSIBILITIES

Students: complete all required components within specified timeframes, maintain communication with instructors regarding progress, sign the acknowledgment form at the beginning of senior year, and reference policy requirements regularly. Faculty: monitor progress, provide guidance, verify completion of requirements, and ensure acknowledgment forms are signed at the start of senior year. ATI coaches: evaluate readiness and provide Green Light authorization when appropriate. Academic Records: maintain documentation and process NEV submissions only when all criteria are met.

ENFORCEMENT and SANCTIONS

Non-compliance with this policy will result in delay of NEV submission to the State Board of Nursing and inability to sit for the NCLEX-RN examination until all requirements are satisfied.

REVIEW and APPROVAL

This policy is reviewed annually by the Student Affairs Committee.

Attached form: Student Acknowledgment and Agreement.

Student Information

Student Name:	_____	Student ID:	_____
Program:	_____	Expected Graduation Date:	_____
Email Address:	_____	Phone Number:	_____

Acknowledgment Statement

I, _____
(print name), acknowledge that I have received, read, and fully understand the Joseph F. McCloskey School of Nursing Nursing Education Verification (NEV) Submission Requirements Policy #210.

I understand and agree to the following:

Academic Requirements

- ☐ I must complete all required nursing courses with a minimum grade of 78%
- ☐ All prerequisite courses must be completed satisfactorily
- ☐ Any incomplete grades or academic probation status must be resolved before NEV submission

ATI and Assessment Requirements

- ☐ I must complete a minimum of 75% of Virtual ATI modules before NEV submission
- ☐ I must obtain Green Light authorization from my assigned Virtual ATI coach
- ☐ If I do not obtain the Green Light after three attempts, I must repeat the Comprehensive Predictor, achieve a minimum 93% probability-of-passing score, complete assigned remediation, and obtain Student Success Specialist approval for NEV submission
- ☐ Attendance and active participation in the ATI Live Review is mandatory

Clinical and Health Requirements

- ☐ I must complete all required clinical hours with satisfactory evaluations
- ☐ I must maintain current American Heart Association Basic Life Support certification
- ☐ I must provide current immunizations as required by clinical affiliates
- ☐ I must have a criminal background check completed within the past year
- ☐ I must have negative drug screening results within required timeframes
- ☐ I must maintain current health insurance coverage

Capstone Requirements

- ☐ All capstone components must be fully completed and satisfactorily evaluated, including the evidence-based paper and poster presentation

Financial and Administrative Requirements

- ☐ All tuition, fees, and financial obligations must be paid in full

Policy Conditions

- ☐ My NEV will not be submitted to the State Board of Nursing until all conditions are met. Exceptions require the written approval of the Director of Nursing
- ☐ Failure to meet these requirements will delay my NEV submission and my ability to take the NCLEX-RN examination

- ☐ It is my responsibility to track my progress and communicate with faculty regarding any concerns

Communication and Support

- ☐ I will contact my instructor or faculty advisor immediately if I have questions or concerns about meeting these requirements
- ☐ I am responsible for monitoring deadlines and staying informed about my progress

Agreement

By signing below, I acknowledge that I have read and understand Policy #210 in its entirety, I agree to comply with all requirements outlined in the policy, I understand the consequences of not meeting these requirements, I take personal responsibility for meeting all requirements before my expected graduation date, and I will communicate proactively with faculty and staff regarding my progress.

Student Signature: _____ **Date:** _____

Print Name: _____

This form must be completed and signed at the beginning of the senior year. The signed original will be maintained in the student's academic file, and a copy will be provided to the student.

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**NEV Submission Requirements: Student Acknowledgment
and Agreement - Policy #210**

Joseph F. McCloskey School of Nursing | Lehigh Valley Health Network

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