Kenosha Unified
SCHOOL DISTRICT

Class Schedule - Summer 2025

10 student maximum per class option .

Summer Class, Option (A) 543-300-1KGC	Location	Dates	Times
Class Theory **(asynchronous)**	Virtual	06/30/25 - 07/10/25 Monday - Thursday	100% Online
Lab Hours, Option A (in-person)	Gateway Technical College Kenosha Campus	06/30/25 - 07/10/25 Monday - Thursday	7:30am- 11:30am
Clinical, Option A (in-person)	The Legacy at St. Joseph's 9244 29th Ave Kenosha, WI, 53143	7/14/25 - 7/17/25 Monday - Thursday	7:30am- 11:30am
Summer Class, Option (B) 543-300-1KGD	**Location**	**Dates**	**Times**
Class Theory **(asynchronous)**	Virtual	06/30/25 - 07/10/25 Monday - Thursday	100% Online
Lab Hours, Option B (in-person)	Gateway Technical College Kenosha Campus	06/30/25 - 07/10/25 Monday - Thursday	12:15pm - 4:15pm
Clinical, Option B (in-person)	The Legacy at St. Joseph's 9244 29th Ave Kenosha, WI, 53143	7/14/25 - 7/17/25 Monday - Thursday	12:15pm - 4:15pm

*Asynchronous blended portion runs the same dates as the skills lab dates. Students access the course lectures and skills practice videos online via blackboard and also complete their quizzes and exams online asynchronously (at home or wherever is convenient for them outside of the classroom/lab). While present in the skills lab, they are doing hands-on practicing of the skills they have seen from the videos on blackboard that are outlined in our course calendar that aligns with the dates/times listed for "Skills Lab." The online *asynchronous* components of each section will be open one week prior to the start date of the skills component start date. Students will only have access to their BlackBoard course materials if they are fully admitted and registered for the section. All medical documents must be completed before the first day of Clinicals.*

KUSD CNA Checklist

Do you meet the academic requirements?
- Students must be 16 years of age by the start of the class
- Students must have a 2.6 cumulative, unweighted GPA at the end of their sophomore year
  - Due to the timing of when final grades are posted and the application window, students who are current sophomores must complete the Accuplacer
- If the student does not meet the GPA requirement, they can do one of the following:
  - ACT reading score of 15+ *or* an Accuplacer reading score of 237. Students must have ACT scores or taken the Accuplacer test prior to GTC accepting them into the program.
  - Students can sign-up for the Accuplacer test by either calling Gateway at 1.800.247.7122 or contact your New Student Specialist to schedule. Applicants must complete Accuplacer testing to include Reading, Math, Writing, & English.
- Did you take a prerequisite class?
  - Medical Terminology, Exploring Health Occupations, any MedSci course (ITHSA) or any PLTW Biomedical course (LakeVIew)
  - *Students not meeting the prerequisite course(s) can still apply and will be admitted if space is available*
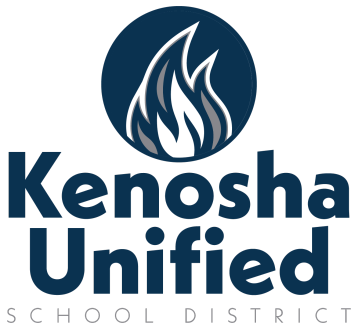
Complete all components of the CNA Application included in this document - print, sign, & email back via a PDF file. If you need assistance, please contact your high school counselor.
- Once all components are complete, please email them to Aaron Williams at awilliam@kusd.edu
  - A completed application packet has the following items:

    - Signed Parent/Guardian/Student Lette
    - Gateway Participation Form

    - Transportation Agreement
    - CNA Participation Essay

  - Accepted applications will be signed by the CTE Coordinator and sent to Gateway to process. The KUSD CTE department will reach out with acceptance, and additional communication will come from Gateway.

Attend the mandatory Parent/Guardian/Student application night
- Date: Thursday, March 27th at 6:00pm
- Location: 3600 52nd St., Kenosha (John J. Hosmanek Educational Support Center)
- Please bring the following items/information with you:
  - KUSD Chromebook, credit/debit card, addresses from the last 7 years, social security number
- The following items will be completed during this meeting:
  - Gateway Registration Form (if not already completed): gtc.edu/NA-KUSD26
  - Fee waiver code: CFSNA - If you do not use this waiver code, you will be subject to the $30 app fee.
  - Submit online background check, medical document manager, and BID form

Estimated CNA Student Expenses		Registration Timeline
Background check & medical document manager paid for on GTC website	$97.00	Application Deadline: Friday, March 21, 2025
Uniform (appx. Cost: scrubs/shoes)	$100.00	Parent/Guardian/Student Meeting Thursday, March 27, 2025. 6:00pm
CNA Certification Test	$125.00	
Accuplacer Test if needed	$15.00	

Dear Parents/Guardians,

Your student has expressed an interest in taking the Nursing Assistant (NA) class. The NA class is available to all juniors and seniors that meet academic admissions requirements.

Parents and students please be aware that enrollment and acceptance into this program means the student is now a part-time college student. Students who have any issues, concerns, etc. with their new university/college, must contact that particular institution for a possible resolution. Kenosha Unified School District counselors will remain in contact with your student to ensure that the experience is being maximized.

If a student receives a failing grade(s) or drops a course for which the school district has made payment, the district will request reimbursement for all costs related to the course(s). Reimbursement will be requested from the student if he/she is an adult or from the student's parents/guardians, if the student is under 18 years of age.

<u>**Benefits of CNA program**</u>:

- Prepares students to perform basic supportive skills in caring for patients in various healthcare settings.
- Graduates become CNA's upon passing the state test and are placed on the Wisconsin Nurse Aide Registry (test cost is ~ $125).
- Once student has obtained their certification they can sign up for Youth Apprenticeship
- Fulfills a prerequisite for Gateway Technical College (GTC) nursing programs.

<u>**IMPORTANT NOTES:**</u>
1. Students who fail to provide reimbursement for a failed or dropped course(s) as described above are not eligible for any SCNP, ECCP, Contract for Service, or GTC Academy course(s) until payment is made.
2. All textbooks and/or equipment provided for the course(s) must be returned to the district Career and Technical Education office (3600 52nd St.) within two weeks of completion of the college course(s) or reimburse the district for the cost of the textbooks and/or equipment.
3. **Transportation is not provided by Kenosha Unified to the class site or clinical site.**
4. Attendance at all classes and clinicals is extremely important, missing too many hours of class may result in a failure. Contact GTC for all attendance related questions.
5. Students who fail the NA course will receive a failing mark on their college transcript with Gateway Technical College. Additionally, those who drop after the drop window will receive a withdrawal mark on their college transcript with GTC. These may affect future college acceptance and financial aid at Gateway.

Signatures below indicate an understanding of the Nursing Assistant requirements and stipulations.

_____ _____
Parent / Guardian Signature   Date
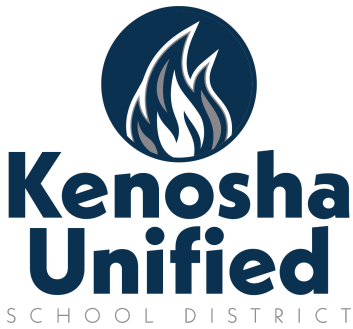
_____ _____
Student Signature   Date

GTC High School Academy & Contract for Service
STUDENT TRANSPORTATION AGREEMENT

This Transportation Agreement is made and entered into between

- Kenosha Unified School district (referred to as the "district"),

- _____(referred to as the "driver") and
  (print full name of driver)

- _____.
  (print full name of parent/guardian or student)

The Driver agrees to the following terms and conditions of this agreement as it relates to the

transportation between _____ and _Gateway Technical College_ & The Legacy of St. Joe's_
(enrolled high school)   (Institute of Higher Learning Name & Location)
for GTC High School Academy or Contract for Service Course(s).

Terms and conditions:

1. The driver shall use a privately owned motor vehicle for the specific purpose of transporting themselves to and from the locations noted above as authorized by the district.
2. The driver shall not be compensated for the use of his/her motor vehicle.
3. The driver agrees that he/she will be the sole driver of his/her motor vehicle and will not permit other students use of this transportation during or for the above specified purpose.
4. The driver shall possess a valid Wisconsin operator's license and provide the district with proof of such license. In certain circumstances, the district may accept a valid operator's license issued by another jurisdiction.
5. The driver understands this agreement must be entered into each semester or as changes occur.
6. The driver agrees that they will notify the district of any suspension or revocation of the driver's operating privilege by the State of Wisconsin or another jurisdiction.
7. The driver agrees to maintain an insurance policy with minimum liability coverage of $100,000/$300,000.

Dated this ____day of _____, 20____

_____   _____
Student Signature   Date

_____   _____
Parent/Guardian Signature   Date

_____   _____
School Administrator Signature   Date

Nursing Assistant Course Participation Essay
Gateway Technical College

Student Name:

High School:

Current year in school: 10   11   12

Student Cell Phone: **Parent Cell Phone:**

 Which prerequisite course(s) have you taken:
___Medical Terminology
___Exploring Health Occupations

___MedSci Academy at Indian Trail HS & Academy
___PLTW Biomedical at LakeView

If you attend the Indian Trial MedSci Academy or LakeView PLTW Biomed program, please list the courses you have taken that relate to the health science pathway:

Applicant Essay

 Please explain why you feel you should be selected for the Nursing Assistant Program. Do not exceed 250 words. The essay should be typed and attached to the application.

Contract For Service Participation Approval Form
Gateway Technical College Nursing Assistant

Gateway's Nursing Assistant Course requires program acceptance to the Nursing Assistant program, requiring an application (app fee available), placement testing ($15), and background check & medical document manager ($97) prior to the first day of class. Each clinical placement has site specific requirements which may include COVID-19 vaccination requirements. These prices and requirements are subject to change with little or no notice. Students must also complete an online registration form to enroll in the Contract For Service Nursing Assistant section. After successfully completing the course, students can take the State of Wisconsin's licensure exam to become a Certified Nursing Assistant (CNA). There is a $125 fee for the exam. An average of 78% or better is required on all coursework to pass the classroom part of the course. Attendance is very important in this class. There are federal requirements of attendance. Too many hours missed could result in an incomplete or a failure of the course.

I. STUDENT INFORMATION & GATEWAY COURSE INFORMATION *(completed by student / parent)*

Student Name *First, Middle, Last*	Student's Birthdate *Mo./Day/Yr.*	Gender M ☐ F ☐ Other ☐
Parent/Guardian Name *First, Last*	Parent/Guardian Phone *Area/No.*	Parent/Guardian Email

Address *Street, City, State, Zip, County*

Student Phone *Area/No.*	Student Email

High School Student Attends & Projected Graduation Year	School District in Which Student Resides
High School Counselor	High School Counselor Email
Student High School GPA & ACT Test Score (if applicable):	Grade Student Will be in When Taking These Courses ☐ 10 ☐ 11 ☐ 12

Course Name Course Number & Credits	**Circle 1 Section Option**	**Section Number (Dates/Times)** Option A: M-Th, 6/30/25 - 7/17/25, 7:30am - 11:30am
Nursing Assistant 543-300 2credits	Option A Option B	Option B: M-Th, 6/30/25 - 7/17/25, 12:15pm - 4:15pm

II. STUDENT & PARENT / GUARDIAN SIGNATURES *(completed by student / parent)*

STUDENT SIGNATURE—IN SIGNING THIS DOCUMENT, I acknowledge the following:
I authorize the high school and technical college to share and release course and grade information. I authorize the high school district to submit registration and drop forms on my behalf. I may be required to reimburse the high school district for the full cost of the course(s) tuitions, fees, and materials if I fail or drop the course(s) resulting in a failing grade. I understand that I must also meet all Gateway's admissions requirements & pre-reqs for each course prior to the first day of class. I must complete additional steps to enroll in the actual course(s) at Gateway.

Student Signature *Required*	Date Signed *Mo./Day/Yr.*

PARENT/GUARDIAN SIGNATURE

I authorize the high school and technical college to share and release course and grade information. I authorize the high school district to submit registration and drop forms on my son's/daughter's behalf. I may be required to reimburse the high school district for the full cost of the course(s) tuitions, fees, and materials if my son or daughter fails or drops the course(s) resulting in a failing grade.

Parent/Guardian Signature *Required*	Date Signed *Mo./Day/Yr.*

III. HIGH SCHOOL BOARD APPROVAL *(this section completed by district ONLY if the student is approved)*

I authorize the above student is approved to take the courses listed above through 38.14 Contract. The high school district is responsible to pay for the student's tuition and fees. The high school is responsible for ordering textbooks and ensuring students have appropriate supplies by the first day of class.

Name of High School District Approval Authority	Phone *Area/No.*
High School District Approval Authority Signature	Date Signed *Mo./Day/Yr.*

Students who are approved to take the Nursing Assistant course will receive additional information & next steps from the High School Partnerships Department at Gateway Technical College. If you have any questions, please contact dualcredit@gtc.edu or 1-800-247-7122.   Updated 5-2024

Additional GTC Information

Requirements for participation in the program:

- Additional information regarding the Gateway Nursing Assistant program can be found on their [website](#), including information on the Clinical Clearance/Medical Document Manager.
- What are the medical requirements for the Nursing Assistant program?
  - The Nursing Assistant program has a required clinical component for graduation. Each clinical placement has site specific requirements which may include COVID-19 vaccination requirements. For specific information, please visit [IMPORTANT NURSING ASSISTANT CLINICAL CLEARANCE INFORMATION](#). These requirements are subject to change with little or no notice. *Please check with your high school for specific clinical requirements including acceptable waivers if applicable.*
    - Note: Students who are interested in continuing in for Practical Nursing and Nursing Associate Degree, waivers for COVID vaccinations are not accepted.
- Access to technology including:
  - Reliable, frequent access to a computer with internet access. While much of the work could be completed on a smartphone, some readings and features of Blackboard work best on a computer. Exams and quizzes must be done on a computer/laptop that has webcam access. All quizzes and exams must be taken through the Respondus Lockdown Browser application in order to be proctored.
  - Access to MyGateway to utilize Gateway Email (gmail) and Blackboard
- Good attendance. The State of Wisconsin Regulatory Agency requires mandatory attendance of 75 hours for this course. There is an allowance of up to 8 hours absence/tardiness with mandatory documented homework assignments. If there is a college-related cancellation of course time, mandatory make-up day(s) will be assigned to the course to ensure compliance with state regulations.
- Students must earn a 78.0% (2.0) for the classroom portion to proceed to the clinical experience. Those who pass both classroom and clinical are eligible to take the state certification exam.

Textbooks, Uniform, Supplies & Materials:

- All Nursing Assistant students must wear solid navy blue uniform tops and bottoms. Students are responsible for purchasing these. Uniforms may be purchased at Follett Bookstores on Gateway campuses. White socks and white shoes are also

required. These may be slip-on or tied, but no clogs, Crocs™ or sandals are acceptable.
- The professional dress code is strictly enforced beginning the first day of class. Long or artificial fingernails, nail polish, colognes, and heavy make-up are prohibited. Long hair must be tied back. Jewelry should be minimal. Piercings other than ears may not be visible.
- Students must also bring a watch with a second hand, notebook, a black pen, and any other supplies needed to be successful in the class.

Certification Test and Fee

After successful completion of the course, students will be prepared to take the State CNA certification test. Currently, this test is $125. The certification test is not a requirement of the course but may be required by employers and/or admission to 2 or 4-year college nursing programs. Students must complete the certification exam within one year of completing the course. If more than one year lapses between completing the course and taking the exam, the student will have to take the course again. Review the [Wisconsin Nurse Aide Candidate Handbook](#) for information regarding signing up for your class. Your Gateway instructor also will provide information to you before the end of your class.

If you are a person with a disability who is taking a class on a Gateway Campus or at your high school, please complete the [Application for Disability Support Services and Title IX - Pregnant and Parenting](#) request form.

For additional information on the Nursing Assistant program, please visit: [gtc.edu/cfs-na](#)

Need assistance with logging into my Gateway email and Blackboard - Connect with the Gateway Contact Center at 1-800-247-7122.

Need assistance with navigating my Gateway accounts - Sign up for a free one-hour virtual or in-person Jump Start Workshop on [My Gateway](#). You can also contact peeradvisors@gtc.edu or call Student Services at 1-800-247-7122.