



Applicant Name: \_\_\_\_\_

Intake Date: \_\_\_\_\_

Steps	Phase 1: Admission and Online Classes -- What To Do
<p><b>Tuition</b></p> <p><input type="checkbox"/></p>	<p>Tuition is often funded by programs through the MoJobs Center and will be verified at time of application for the program.</p> <p>If third party is paying for tuition, a letter must be submitted with application. Sample copy of letter is in the application packet.</p> <p>If tuition is paid by student, payment may be made by: credit or debit card; cashier's check; or cash. Personal checks are not accepted. Payment plans are not available.</p>
<p><b>CareerStep</b></p> <p><input type="checkbox"/></p>	<p>Attend on-boarding webinar with CareerStep on designated date/time to verify ability to access course curriculum and receive final instructions from CareerStep student advocate.</p>
<p><b>Online Classes</b></p> <p><input type="checkbox"/></p>	<p>Online classes are available 24 hours, 7 days per week. Weekly achievements will be expected from each student and must be successfully completed in a timely manner.</p> <p>Plan to work 20 to 25 hours per week on the computer. The goal is to finish in 4 months or less.</p> <p><b>YOU MUST PASS YOUR COURSE FINAL BEFORE ENTERING THE EXTERNSHIP.</b></p>

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Steps	Phase 2: Externship-- What To Do
<p><b>Clinical Training</b></p> <p><input type="checkbox"/></p>	<p>All students will complete 130 hours of Externship. CareerStep will set up the Externship with a local pharmacy.</p> <p>Prior to beginning the Externship, students will be required to complete a criminal background check along with an alcohol and drug screen. Other background checks may be required.</p> <p>Students may be required to show proof of having had certain immunizations, including but not limited to, current influenza vaccine and PPD (TB) test.</p> <p>Students may be required to buy scrubs depending on the site.</p>