

Students in the Graduate Nursing Program at Youngstown State University must be aware of and comply with the following:

### **License and Criminal Background Check**

- Students are expected to comply with the electronic fingerprinting requirements for the purpose of obtaining federal and state criminal history checks.
- RN license and criminal background check(s) are expected to be in good standing at the time of program application.
- Students are also expected to maintain their license and criminal background history in good standing throughout the duration of the program—from program acceptance until program completion.
- Students are responsible for any costs incurred related to licensure and fingerprinting, drug screening and all health requirement through CastleBranch® screening service.
- Students are obligated to notify the **graduate clinical coordinator** at Youngstown State University of any changes in status of RN license, criminal background or any CastleBranch® requirements.
- If a change in status of either RN license, criminal background or any CastleBranch® requirement occurs and the student should fall out of good standing, the student should understand they may not be eligible to complete the program.
- Please note that this is not inclusive of all penalties that may arise related to Board of Nursing requirements for the state in question.

### **Change in Primary Residence**

- It is important for students to keep their address and phone number current.
- Students are expected to maintain residence in **the state in which they began the graduate program** throughout the duration of the program.
- Any change in residence out of the state may result in student ineligibility to complete the program, based on states of operating authority for Youngstown State University.
- In addition to notifying the individual's State Board of Nursing within **30 days**, students are obligated to notify the **graduate clinical coordinator** at Youngstown State University of any change in address.
- Failure to maintain an accurate address throughout the duration of the program can lead to an adverse action against program completion and application for licensure.



**Attestation**

Students are expected to submit the following attestation.

Instructions: Initial each statement, and electronically sign and date the end of the document.

\_\_\_\_ I, \_\_\_\_\_, possess an unencumbered RN license from the state of \_\_\_\_\_. My primary residence is in the state of \_\_\_\_\_.

\_\_\_\_ I agree to submit annual required background checks, drug screening and all health requirements through CastleBranch® screening service and verify that my criminal history is in good standing.

\_\_\_\_ I have read and understand the university requirements for RN licensure, criminal background history, and maintaining residence in the state of \_\_\_\_\_.

\_\_\_\_ I understand that I am expected to maintain my RN license and criminal background in good standing, and that I as the student am responsible for any associated costs related to licensure and criminal background checks.

\_\_\_\_ I understand that I am obligated to notify the university of any change in status that may impact either my RN license or my criminal background history, and that any such changes in status (regardless of notification) may preclude my completion of the program.

\_\_\_\_ I understand that I am expected to maintain residence in the state of [insert state here] for the entire duration of the program—from program acceptance through program completion.

\_\_\_\_ I understand that I am expected to notify the university of any change in address.

\_\_\_\_ I understand that any change in residence out of the state may preclude my completion of the program, based on states of operating authority for Youngstown State University.

\_\_\_\_ I understand that university requirements may change at any time and it is my responsibility to keep abreast of and comply with any changes and/or updates.

\_\_\_\_\_  
Student Signature (type your name here)

\_\_\_\_\_  
Date