

NOTE: Either Part II or Part III MUST be completed for test-taker to be eligible for testing.

PART II: TRAINING VERIFICATION — *If applicable, Part II must be filled out in its entirety by the Program Director or the application will be denied*

The test-taker must have the program director of his/her approved training program complete Part II. If the training program is closed and the program director is not available to complete Part II, the test-taker must contact the Department of Aging and Disability Services for approval.

10 Training Program Code:

11A Training Start Date: --
month day year

11B Training Completion Date: --
month day year

12 Name of Approved Training Program: _____
Address: _____
STREET CITY STATE ZIP CODE

13 Phone Number --
Area Code

14 Fax Number --
Area Code

I, _____ (Print Name of Program Director), verify that the test-taker has successfully completed the department-approved training program listed above and is eligible to register for the competency evaluation. I also ensure that the test-taker meets the requirements listed at 94.3(k)(2)&(3) of the Licensing Standards for Nurse Aides and is not deemed unemployable on the Employee Misconduct Registry (EMR) or has been found to have a conviction of a criminal offense listed in the Texas Health and Safety Code, 250.006.

Signature of Program Director: _____ Date: _____

PART III: ELIGIBILITY — *If applicable, Part III must be filled out in its entirety or the application will be denied*

15 The test-taker must enclose his or her original Competency Evaluation Program Eligibility Letter signed by the department stating that he/she is eligible to take the examination based on Section 94.9 of the Licensing Standards for Nurse Aides. Check the appropriate eligibility route below.

- 5010** Out-of-State Training **5512** RN/LVN Graduate **5528** Expired Certificate
 5011 Military Training **5513** RN/LVN Student **5525** Training Program Closed

PART IV: EXAM INFORMATION — *must be filled out in its entirety or the application will be denied*

16 Type of Exam: (check one)
PLEASE NOTE THAT YOU MUST PASS THE SKILLS EXAMINATION BEFORE TAKING THE WRITTEN (OR ORAL) EXAMINATION.

- Skills & Written—\$83.00 Written Only—\$48.00 Skills Retest and Written—\$35.00
 Skills & Oral English—\$96.00 Oral English Only—\$61.00 Skills Retest and Oral English—\$35.00
 Skills & Oral Spanish—\$96.00 Oral Spanish Only—\$61.00 Skills Retest and Oral Spanish—\$35.00
 Additional fee to switch from Written to Oral English—\$13.00
 Additional fee to switch from Written to Oral Spanish—\$13.00

17 Testing Facility Name: _____ City: _____

18 Vendor Number: **19** Test Date: --
month day year

If you previously failed the Skills evaluation, you may **ONLY** apply to re-take the Skills retest and Oral English or Oral Spanish if you previously registered for and paid for a Skills and Oral English/Spanish examination. Otherwise, if you previously registered for the standard Written examination and now wish to switch to the Oral English or Oral Spanish format, you **MUST** submit an additional fee of \$13.00 (please check the correct box above).

PART V: MAILING INFORMATION

Send together in one envelope the following for all candidates testing in this session:

- A. Completed applications with:
• copies of Social Security cards
• copies of valid photo identification (ID)
• applicable documents as indicated in Parts II and III
- B. Correct exam fees (see a list of exam fees in Section IV).

FEES MAY BE PAID BY CERTIFIED CHECK, COMPANY CHECK OR MONEY ORDER. FEES ARE TO BE MADE PAYABLE TO "NACES PLUS FOUNDATION". PERSONAL CHECKS OR CASH WILL NOT BE ACCEPTED.

Completed application packets and fees must be received at NACES at least ten (10) business days prior to the examination start date. For assistance in completing the application, call NACES at 1-800-444-5178, Monday through Friday 8:30 a.m. – 4:30 p.m. (Central Standard Time).

All completed applications must be mailed to:

NACES Plus Foundation, Inc. • Texas Nurse Aide Program • 7600 Burnet Road, Suite 440 • Austin, TX 78757-1292