

# Cayuga Community College

A UNIT OF THE STATE UNIVERSITY OF NEW YORK

## Transfer Request for Nursing Program

### Instructions:

1. Contact the director of Nursing (nursing@cayuga-cc.edu or 315-255-1743 ext 2384) to schedule an interview.
2. Complete this form and submit it to:  
Director of Nursing  
Cayuga Community College  
197 Franklin Street  
Auburn, NY 13021
3. Include the following documentation:
  - Nursing 101 course syllabus
  - Letter from the director of Nursing at previous program stating that you left the program in good standing with no incidents of unprofessional or unsafe behavior
  - Copy of official academic transcript
4. **This form and the accompanying documents must be received by the Director of Nursing before the application deadline of January 15 for fall enrollment, or October 31 for spring enrollment.**

### Personal Information

Last:  First:  MI:

Number and Street:  Apt. #

City:  State:  Zip Code:  County:

Phone: -- E-mail:

### Previous Nursing School

Nursing School Previously Attended:

Address of School:

City:  State:  Zip Code:

Director of Nursing:  Phone: --

Reason for not completing program at this school:

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_