

**\*\*IMPORTANT REMINDERS\*\***

REMINDER	DESCRIPTION	DUE DATE	CONTACT
<b>BACKGROUND CHECK</b>		At start of program	Andrea Wray
<b>BLS</b>	Basic Life Support/ CPR training.	2 <sup>nd</sup> & 7 <sup>th</sup> semester	3130 & 4120 course instructor
<b>COURSE EVALUATION</b>	<a href="http://www.nova.edu/webct/">http://www.nova.edu/webct/</a>	End of every course	Support coordinator
<b>DRUG TEST</b>	Initial test covered by the university.	Beginning of 2 <sup>nd</sup> semester	Florida Toxicology And/or Program director
<b>GRADUATION INFO</b>	Class pictures, application for diploma, graduation ceremonies, etc.	6 <sup>th</sup> semester	Karen Warmuth
<b>HIPPA</b>	HIPPA Privacy & HIPPA Security (15 quizzes all together). Complete on WebCT account.	1 <sup>st</sup> semester 2 certificates turned in support coordinator	Support coordinator
<b>IMMUNIZATIONS</b>	Physical, PPD, MMR, Varicella, Hep B Upload to <a href="https://secure1.magnushealthportal.com/">https://secure1.magnushealthportal.com/</a> .	1 <sup>st</sup> semester ** PPD needs to be done yearly (& can be done at the NSU Clinic)	Andrea Wray
<b>NURSING WEBSITE</b>	Contact info, program info, etc: <a href="http://www.nova.edu/nursing/entrylevel/">http://www.nova.edu/nursing/entrylevel/</a> .	Anytime	Help Desk
<b>PDA</b>	Used on campus at the instructor's discretion, for clinical setting usage contact that instructor when the course begins. Required software: <a href="http://www.unboundmedicine.com/store/nursing_central">http://www.unboundmedicine.com/store/nursing_central</a> .	2 <sup>nd</sup> semester	Support coordinator And/or Course instructor
<b>REGISTRATION</b>	For holds go to One-Stop-Shop.	By end of 1 <sup>st</sup> week of classes for that semester	Support coordinator
<b>SHARKLINK</b>	Various NSU activities, links to email and WebSTAR: <a href="https://sharklink.nova.edu/cp/home/displaylogin">https://sharklink.nova.edu/cp/home/displaylogin</a> .	Anytime	Help Desk
<b>SHUTTLE</b>	NSU provides shuttles to take you around campus. The campus map can be found at <a href="http://www.fcas.nova.edu/visitcampus/campusmap.cfm">http://www.fcas.nova.edu/visitcampus/campusmap.cfm</a> . The shuttle map and schedule can be found at <a href="http://www.nova.edu/locations/maps/shuttle.html">http://www.nova.edu/locations/maps/shuttle.html</a> .	Anytime	Next Bus: 954-556-6654
<b>TUITION</b>	Refer to student handbook: <a href="http://www.nova.edu/cah/forms/handbook.pdf">http://www.nova.edu/cah/forms/handbook.pdf</a> .	Must be paid by the 30 <sup>th</sup> day of the semester (after that a hold & a late fee of \$50 will be placed on your account)	Bursar
<b>WEBCT/ BLACKBOARD</b>	Course info: <a href="http://www.nova.edu/webct/">http://www.nova.edu/webct/</a> .	Everyday	Help Desk
<b>WEBMAIL</b>	Correspondence from program office, financial aid, admissions, advisor, etc: <a href="https://mail.acast.nova.edu/horde/imp/login.php">https://mail.acast.nova.edu/horde/imp/login.php</a> .	Everyday	Help Desk
<b>WEBSTAR</b>	View grades, class schedule, account balance, register for classes, financial aid, etc: <a href="http://webstar.nova.edu/">http://webstar.nova.edu/</a> .	Every semester	Help Desk