

Trinitas School of Nursing
HEALTH/COURSE DOCUMENT REQUIREMENTS
FAQs
Students Entering NURE 130

Please use the following information as a guide to assist you in completing your health and course document requirements, prior to registering for NURE 130. All must be submitted through **CastleBranch**. **All must be completed to allow on-time registration. Documents must be uploaded by due date, December 31st, for Spring semester registration to guarantee on-time registration. Read carefully!!**

What is CastleBranch?

CastleBranch is a company that TSON has contracted with for students to upload their clinical requirements for approving and tracking.

Why complete by due date, December 31st, 2021?

Students, entering NURE 130, who do not complete required health and course requirements by due date will not qualify to register on posted registration date for their course sections. Registration will be delayed until all requirements are met. Late registration limits available lecture sections.

How long will this process take?

Allow for a minimum of 2 weeks to make appointments, complete requirements, upload, and have all requirements approved in Castle Branch. **Get started NOW.**

How do I begin?

Purchase your CastleBranch Requirements Tracker

- 1) Go to: <https://portal.castlebranch.com/IW34>
- 4) Select e: IW34im: Generic RN Compliance Tracker (\$35.00/fee)
- 2) Place order
- 3) Click + sign

How do I satisfy my requirements?

1. Respond to class question: NURE 130

2. COVID vaccine

- Upload proof of full COVID vaccination to include manufacturer and date(s) received.

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3. Flu Vaccine

- Upload proof of full Flu vaccination to include Provider and date received.

4. Attestation Page

- Must be downloaded, signed, dated, and course indicated. New form is re-upload to CastleBranch **prior to every course registration**.

5. Code of Conduct

- Must be downloaded, signed, dated, and course indicated. New form is re-upload to CastleBranch **prior to every course registration**.

6. Fees

- Students are responsible for all fees associated with above requirements