

Trinitas School of Nursing
HEALTH & COURSE DOCUMENT REQUIREMENTS
ACCEPTED Students Entering NURE 105 and NURE 213

Please use the following information as a guide to assist you in completing your health and course document requirements, **prior to registration**. All must be submitted through CastleBranch. **All must be completed to allow on-time registration. Read carefully!!**

What is CastleBranch?

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

Why complete by due date?

Students who do not complete requirements by due date will not qualify to register on posted registration date for their course sections

How do I begin?

1) Purchase your CastleBranch Requirements Tracker

- Go to: <https://portal.castlebranch.com/IW34/package-selection>
- Important: choose correct tracker for Generic or LPN-RN
 - Select: IW34im: Generic RN Compliance Tracker (\$43.00/fee)
 - Select: IW34LPNim: LPN to RN Compliance Tracker (\$43.00/fee)
- Place order
- Click + sign

2) COVID Vaccine and Booster

- Upload proof of full COVID vaccination and Booster to include manufacturer and date(s)
- Booster is not required until first clinical course registration

3) Seasonal Flu Vaccine – administered after 8/1/XX

4) Attestation Page

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

5) Code of Conduct

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

***IMPORTANT MESSAGE**

There are clinical requirements that will appear in your tracker that will not be due until your next course (clinical) registration. You will be provided additional directions.