# 2023 Health Professions
## Online Program Admissions Application & Payment Instructions

**Before starting your Online Program Admissions Application & Payment session be sure to:**

a. Complete your credit admission application to obtain a student L number – a Lane ID number.
b. Have an active personal e-mail account (Lane now issues students Lane e-mail accounts – See myLane)
c. Have a Visa or MasterCard credit card on which to charge the $50 non-refundable application fee.
d. Verify that you meet minimum requirements to apply.

<table>
<thead>
<tr>
<th>Begin your Online Program Admissions Application and Payment:</th>
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<tbody>
<tr>
<td><strong>Click on link to right to begin</strong></td>
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<tr>
<td><strong>Create a new Application PassPhrase (PIN)</strong></td>
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<tr>
<td>Select “Login”</td>
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</table>
| Select “Continue” | Make sure you have all the required documents you need prior to completing this Online Application and Payment process. (Application Fee is non-refundable.)
  - Lane Student ID Number (L Number)
  - Forms 1 & 2 completed as a fillable PDF.
  - State Board of Nursing Certified Nursing Assistant verification (ready to email)
  - Submitted official sealed outside transcripts to Lane Enrollment Services (for non-Lane courses) |

## Apply for Online Program Admissions:

**Admission Term**

When asked the term you plan to start – select the term that you are submitting this specific Online Application and Payment.

**Enter your name**

Make sure your name matches the name you used when you applied to be a Lane Credit student.

## Application Checklist:

**Select “Fill out Application”**

As you enter the required information in a section, a checkmark will appear to indicate you have completed that section:

- Follow instructions provided on each screen
- Start with “Name – LPN”
- Select “Continue” after each section
- Select “Application is Complete” after you have completed all sections

**Admissions Agreement**

Select “I agree to the terms” after reviewing the information. This is your Admissions Agreement

## Application Fee Payment:

**Select “Submit Payment”**

Only Visa or MasterCard will be accepted for payment submission

## Online Program Admissions Application and Payment Completed:

**Lane Health Professions Admission & Payment Confirmation**

You will receive 2 emails at the end of this process. The 1st will be sent to confirm your Online Program Admission Application, with the time it was submitted. The 2nd will be sent to confirm that your payment was received. Please keep both emails for your reference.