

## Admissions Checklist

**IMPORTANT:** The following steps need to be **completed** for your application to be considered for admission. Please check off any sections that have been completed:

### 1. Application

\_\_\_\_\_ Fill out the online "Certificate Program" application at [www.nu.edu/el-apply](http://www.nu.edu/el-apply)

### 2. Dive Physical Packet & TWIC Card

**Note:** All dive physical documents must be turned in to NUPI prior to the start of the first course and must be approved by the general manager prior to official enrollment in the program. Allow sufficient time for review (at least 5 business days). Dive physical documents & TWIC Card can be scanned and emailed to [nupolytech@nu.edu](mailto:nupolytech@nu.edu), faxed to **(858) 309-3510**, or mailed to:

**National University Polytechnic Institute**  
**3570 Aero Court**  
**San Diego, CA 92123.**

**ADCI Physical Examination** forms are valid for one year from the examination date. This form **must** remain current while enrolled in the program. Please schedule your dive physical appointment **no earlier than 3 months** from your desired start date.

\_\_\_\_\_ Schedule an appointment for your dive physical examination. If you are searching for a physician, please see the **Recommended Dive Physicians list**.

\_\_\_\_\_ **ADCI Physical Examination** forms completed and signed by the student **and** the examining physician.

\_\_\_\_\_ Copies of all Laboratory and Clinical tests conducted by the examining physician

\_\_\_\_\_ Ten (10) Panel Drug Test

\_\_\_\_\_ Electrocardiogram (EKG)

\_\_\_\_\_ Pulmonary Function Test (PFT)

\_\_\_\_\_ Chest X-Ray Results

\_\_\_\_\_ HIV Results

\_\_\_\_\_ Acknowledge and sign **Medical Physical Waiver**.

\_\_\_\_\_ Apply for a TWIC Card. For instruction please see **How to Apply for TWIC**.

\_\_\_\_\_ Send a copy of your TWIC Card to NUPI

### 3. Official Transcripts

\_\_\_\_\_ Request your OFFICIAL sealed high school or GED transcripts, as well as transcripts from all colleges you have attended.

\_\_\_\_\_ Bring transcripts to the office or mail to:

**National University Polytechnic Institute**  
**Attn: Admissions**  
**3570 Aero Court**  
**San Diego, CA 92123**

Please call **(800) 432-3483** for any questions regarding the dive physical or other documents.