



Ozaukee Youth Apprenticeship/MATC Nursing Assistant Partnership

How does it work? MATC partners with Ozaukee Youth Apprenticeship (OYA) to offer a section of the Nursing Assistant class at the MATC Mequon campus in the summer. OYA will pay for the cost of MATC tuition and textbook for the Nursing Assistant class, totaling about \$635.

What is the Nursing Assistant Course? The Nursing Assistant course is a college course designed to prepare students to work as entry-level caregivers. It is a rigorous training program that includes 75 hours of classroom instruction and practice at MATC, followed by 24 hours of clinical experience where students work directly in a long-term care or healthcare facility.



- Students must have a 77% in the classroom portion in order to move into clinicals.
- Clinical hours may include some WEEKEND hours.
- Upon successful completion of the course, students will be eligible to take the state of Wisconsin Nurse Aide certification exam that will allow them to work as Certified Nursing Assistants.
- Students will also have earned MATC Nursing Assistant Technical Diploma.

Planned class dates for Summer 2025 OYA Nursing Assistant Section: Pending number of applicants, OYA and MATC plan to offer two sections of the class. Students will be able to indicate their preferred section.

Section 1: **UPDATED AS OF 2.18.25Thursday 6/12 to Tuesday 7/1.** Class meets Monday through Friday **7am-12:55pm @ MATC Mequon campus.** Students will be assigned to clinical group 1A or 1B ****No class on Wednesday 6/19****

Clinical group 1A: Tues 7/8, Thurs 7/10, Mon 7/14 and Wed 7/16, 7am-12:55pm

Clinical group 1B: Wed 7/9, Fri 7/11, Tues 7/15, and Thurs 7/17, 7am-12:55pm

Planned clinical location: Alexian Village

Section 2: **UPDATED AS OF 2.18.25 Wednesday 7/2 to Monday 7/21.** Class meets Monday through Friday **7am-12:55pm @ MATC Mequon campus.** Students will be assigned to clinical group 2A or 2B ****No class on 7/4****

Clinical group 2A: Tues 7/22, Thurs 7/24, Mon 7/28, Wed 7/30, 7am-12:55pm

Clinical group 2B: Wed 7/23, Fri 7/25, Tues 7/29, Thurs 7/31, 7am-12:55pm

Planned clinical location: Alexian Village

What are the requirements for the Nursing Assistant class?

- **Attendance is MANDATORY for each day of the class and clinical.** There are no exceptions to this rule; students and families should plan ahead accordingly for extracurricular activities, jobs and family commitments. Students cannot miss a day of class or clinical and pass the class.
- **Students must be at least 16 years of age to enroll in the Nursing Assistant class.**
- **Students will need to complete a drug test and submit health record information** in order to

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participate in the course and clinicals. Health documentation includes **proof of flu and COVID-19 vaccination**, as required by MATC's clinical locations. See health forms [here](#).

What costs do students need to prepare for? While OYA will cover your tuition and textbook costs, students are responsible for all other costs. Those costs include: the CastleBranch health record account (\$134), online HIPAA training (\$15), required scrubs (\$70) and the state certification exam (\$125). Students are also responsible for transportation to and from MATC and to their assigned location for clinicals. If parking on campus, a parking pass is \$25.

Checklist for students wanting to participate in OYA and take the MATC summer NRSNA class:

Step 1: Apply to participate in Ozaukee Youth Apprenticeship. DEADLINE: February 3, 2025

Link to apply: [STUDENT | OzaukeeYA](#). OYA will share names of students who plan to take the Nursing Assistant class with Suzie at MATC.

Step 2: Apply online to MATC for the Nursing Assistant program (30-543-1). DEADLINE: March 1, 2025

Go to matc.edu/apply. When creating your account, select 'Apply for a Program' then select Nursing Assistant-TD.

-Within about an hour of applying, you will receive an email with your MATC ID#. You will need your ID for step 2.

-You can email Suzie (considis@matc.edu) to request a waiver code to waive the \$2.00 application fee.

Step 3: Attend orientation at MATC-Mequon in mid-March 2025 and purchase CastleBranch. We will review expectations and class dates for the NRSNA class at MATC and set up your CastleBranch health record account.

***Please bring your MATC ID# and a credit card to purchase your electronic health record in CastleBranch (\$134).*

*You will also need to know your Social Security Number to set up your CastleBranch account****

Step 4: Complete your drug test as outlined in your CastleBranch account. DEADLINE: April 18, 2025

The drug test MUST be completed at the specific location noted in CastleBranch. You need to bring a photo ID to your drug test.

Step 5: Finish all remaining health documentation in CastleBranch. DEADLINE: May 9, 2025

All forms can be found [here](#) or on your CastleBranch account. Completed forms should be uploaded to CastleBranch to be reviewed by CastleBranch staff. Students will not be able to participate in the class unless they have finished all CastleBranch requirements (*NOTE: COVID booster and influenza vaccination are not required*)

Step 6: Once all CastleBranch requirements are completed, **email Suzie (considis@matc.edu) in order to be registered for the Nursing Assistant class.** You will be emailed your MATC login information, schedule and a reminder of your next steps.

Step 7: Attend enrollment day at the MATC-Mequon campus in late May. Registered students will be able to pick up their ID, parking pass, and confirm student accounts are accessible.

Have questions about your next steps? [Click here](#) to book a virtual appointment with Suzie, or email or call Suzie at MATC: considis@matc.edu or 414-297-8124.