

## **Nursing Student or Nursing Instructor Application Checklist**

- 1. VHA-10-2850a for nurses only, or VHA-10-2850d for health professionals/trainees**
- 2. OF 306**
- 3. VA Form 0711 (if Service has a designated Sponsor, please fill in and sign appropriately)**
- 4. Optional Form 306, Declaration for Federal Employment**
- 5. Standard Form 61, Appointment Affidavit**
- 6. Fingerprint Information Form**
- 7. Mandatory Training Certificate**
- 8. Self Study & Orientation Guide Signature Page (You will keep the handbook)**

**Additional paperwork may be needed please contact the program manager for guidance.**

**For all Non U.S. Citizens, you must attach a copy of your Passport or Visa and, one of the following: Employment authorization ID card, I-94, or your I-20.**