

## Instructions for applying to the BSN program through Bear Admission (2021):

### Eligibility Criteria

To be eligible for early or “Bear Admission” to the Clinical Phase of the Nursing Major (BSN) you must meet the following criteria:

- Have completed a minimum of 20 credits at UNC
- Have a minimum of 15 credits of general education or prerequisite courses still in progress (to be taken Fall 2021 and Spring 2022)
- Minimum GPA of 3.5 on a 4.0 scale for the most recent 30 semester hours of credit completed. Credit is not given for vocational or remedial courses below college level.
- Completion of 4, and a maximum of 6, prerequisite courses (or course equivalents) with a grade of ‘C’ or higher and/or ‘S+’ (‘C-’ is not acceptable; ‘S’ or ‘U’ are not acceptable)
- All prerequisite courses or equivalents must have been completed within 10 years of application, except PSY 230, STAT 150, and ENG 123

If you meet the above eligibility criteria, you may submit an application following the instructions below.

### **STEP 1 – Submission of ALL transcripts**

#### **TRANSCRIPTS:**

You must submit official transcripts from ALL community colleges, colleges and universities previously attended during and after high school to UNC if you have not previously done so. These transcripts must:

- Include Summer 2021 semester grades (if applicable)
- Include all dual/concurrent enrollment credits taken in high school

Official transcripts are routed to the Office of the Registrar for evaluation upon admission to the University. Questions may be directed to [transfereval@unco.edu](mailto:transfereval@unco.edu).

- Transcripts for already admitted undergraduate students should be sent to [transfereval@unco.edu](mailto:transfereval@unco.edu). Transcripts must be sent from transferring institution.

### **STEP 2 – Application to the School of Nursing**

- All applications must be submitted through Qualtrics (link at the end of the document).
  - i. **All questions must be answered and all appropriate documents must be uploaded to submit your application.**
- **DUE DATE** for submission of the completed School of Nursing application and ALL MATERIALS is **Thursday, September 23<sup>rd</sup>, 2021 by 1159pm Mountain Time (MT)**.
- You may submit your application any time before the due date once:
  - all your materials are uploaded,
  - your letters of recommendation have been submitted (you will receive an email letting you know when the letter is completed)
  - all transcripts have been submitted to UNC.
- **No requests for an application extension will be granted.**

## **A complete School of Nursing application includes the following:**

### **1. RESUME:**

- Upload a copy of your resume, using the following format:
  - i. No more than 1 page in length.
  - ii. No smaller than 11-point font.
- *The resume is used only in the event of a tie in admission scores.*

### **2. PERSONAL ESSAY:**

- Upload your essay answering the following statement:

**Beyond your academic abilities, describe ONE attribute you bring to the nursing profession.**

- NOTE: the essay is limited to 1 page, single-spaced, 12-point font with 1-inch margins, no longer than 400 words. **Essays over this limit will disqualify your application.**

### **3. STANDARDIZED LETTERS OF RECOMMENDATIONS (SLORs):**

- You must have 2 standardized letters of recommendation completed for your application – one from an academic reference and one from a supervisory reference.
  - The letters of recommendation will be in the form of a survey that will be sent to your reference(s) requesting information about your ability to work with others, communication, flexibility, problem-solving skills, and other professional attributes you possess on a 1-5-point scale.
  - The recommendation should not take longer than 10 minutes for your reference to complete.
    - i. **Academic Reference:** The academic reference must be from someone who has instructed a course you have taken in the past 3 years. It could be from an instructor you had in high school, college, or a vocational school. You may also use a TA from your college/university attended. CNA courses would be acceptable. It can be from an online or on-site course. If you have not taken a course in the past 3 years, then you can submit 2 supervisory references.
    - ii. **Supervisory Reference:** The supervisory reference should come from someone who has had direct oversight of work that you have done in the past. This could come from an employer, work related supervisor, a volunteer coordinator, coach, military commander, etc.
  - The recommendations may NOT come from anyone who currently works in the UNC School of Nursing or the NHS Advising Center (including the pre-nursing advisors and NHS Advising Center Director, School of Nursing BSN program coordinator, School of Nursing faculty, or Student Nurses Association advisors). Recommendations may also NOT come from other students, friends, or family.
  - To obtain the recommendations, you will need to input the contact information (name and email address) of the 2 people you would like to complete the recommendations in Qualtrics (link at the end of the document).
  - You may not submit more than 2 recommendations.
- ### **4. ENGLISH PROFICIENCY REQUIREMENT:**
- If your primary language is not English, or if you are an International Student, you will need to include in your application demonstration of English proficiency. One of the following must be included with your application:
    - i. TOEFL (Test of English as a Foreign Language) scores, OR
    - ii. IELTS (International English Language Testing System) scores, OR
    - iii. Demonstration of successful completion of the Intensive English Proficiency Program at UNC.

- Please contact Dr. Kristin Schams at [kristin.schams@unco.edu](mailto:kristin.schams@unco.edu) to obtain information about how to upload your scores to the application.
- At the time of admission, if a student whose primary language is not English fails to provide documentation of English proficiency with application, they may be required to submit documentation of English proficiency before beginning or during the program. Determination of the need to provide further documentation will occur on a case by case basis by the Program Coordinator in consultation with the Undergraduate Leadership Team and appropriate university resources (i.e. Center for International Education).

If you do not meet one of the above admission requirements, you may request an exception to the admission policy. The requested exception must be received before September 17th, 2021 at 5pm to the BSN Program Coordinator, Dr. Kristin Schams, at [kristin.schams@unco.edu](mailto:kristin.schams@unco.edu) prior to application submission. The exception must outline what screening/admission criteria you are requesting the exception for and your specific circumstance. The exception will then be reviewed and a letter approving or denying your request will be sent back to you at your BearMail address. **Exceptions requested after the above due date will not be reviewed for this application cycle.**

**Contact the School of Nursing at 970-351-2293 or [nursing@unco.edu](mailto:nursing@unco.edu) if you have ANY questions.**

**Qualtrics Application Link:**

[https://unco.co1.qualtrics.com/jfe/form/SV\\_0caeg5KXLzJNyTk](https://unco.co1.qualtrics.com/jfe/form/SV_0caeg5KXLzJNyTk)

**Qualtrics Reference Request Link:**

[https://unco.co1.qualtrics.com/jfe/form/SV\\_8CwcshL3LlzatWm](https://unco.co1.qualtrics.com/jfe/form/SV_8CwcshL3LlzatWm)