

STEP 1: APPLY TO UW SEATTLE

If you are not currently attending the University of Washington Seattle campus, you will need to apply. See <http://admit.washington.edu/Admission> for requirements, fees and deadlines.

STEP 2: APPLY TO THE BSN DEGREE PROGRAM

The BSN program application and supplemental materials must be submitted no later than **5:00pm PT on January 15**. Send the items below directly to the UW School of Nursing in **1** packet and in the following order (without staples or clips):

- ☐ BSN program application (**printed* and electronic copies**)
- ☐ Supplemental Academic History form, if necessary
- ☐ 1 sealed official transcript from each college or university you have ever attended or are currently attending, including the University of Washington
- ☐ Current resume (*see instructions for format guidelines*)
- ☐ Personal statement (*see instructions for essay questions*)
- ☐ 1 letter of recommendation, with completed and signed cover forms
- ☐ Essential Qualifications of Candidates for BSN & ABSN Admissions, Continuance & Graduation form*
- ☐ UW School of Nursing Background Check form*
- ☐ Course descriptions for Lifespan Growth & Development, Statistics, and any BSN Natural World prerequisite courses completed outside of Washington State
- ☐ Optional Applicant Data form

**Item requires your signature*

Email only your completed PDF program application form to sonapply@uw.edu.

When you send your application to the UW School of Nursing, please:

Dos	Don'ts
<ul style="list-style-type: none"> Print single-sided pages ONLY Print on plain white paper Include all of the items listed on the checklist above in ONE packet Mail the application packet to the UW School of Nursing (or drop it off in person) so it arrives before 5:00pm on 1/15/2016 Complete the PDF application in Adobe Reader or Acrobat ONLY Email the completed and saved PDF application form as an attachment to sonapply@uw.edu 	<ul style="list-style-type: none"> Do NOT print double-sided pages Do NOT print on textured, scented or colored paper, or on heavy cardstock Do NOT bind the application in any way, including: <ul style="list-style-type: none"> Staples Paper clips Binders/folders Do NOT submit a late or unsigned application Do NOT email a scan of your printed application

STEP 3: WRITE THE PROCTORED ESSAY

After initial review of the BSN applications, some applicants will be emailed and asked to write the proctored essay. This essay counts towards your total application score. **You will receive an email notifying you whether or not you need to write the proctored essay by 5:00pm PT on Friday, February 12, 2016.**

If you are asked to write the proctored essay and do not, your application will no longer be considered for admission.

If you are asked to write the proctored essay and you live in the Seattle area, you must come to the Health Sciences Building at the UW Seattle campus to complete the essay.

AUTUMN QUARTER 2016 APPLICATION DEADLINE

5:00pm PT, January 15, 2016

Applicants who submit all required materials by 5:00pm PT on January 15 and complete the proctored essay are ensured a review.

Applications received after the deadline, missing required materials (including the proctored essay), missing a signature or not meeting the minimum GPA requirements will not be considered for admission.

Applications postmarked 1/15/2016 or later will not be accepted.

ADMISSIONS REQUIREMENTS

BSN admissions requirement information can be found at:

<http://nursing.uw.edu/academics/degree-programs/bsn>

CONTACT THE SCHOOL OF NURSING

Student and Academic Services
University of Washington
School of Nursing
Box 357260
1959 NE Pacific Street
Seattle, WA 98195-7260

Health Sciences Building
T-Wing, Room T-301

Phone: (206) 543-8736 or
1 (800) 759-NURS

Fax: (206) 543-3624

Email: sonsas@uw.edu

<http://nursing.uw.edu>

The proctored essay is scheduled for Wednesday, February 17, 2016 from 6:00pm – 7:00pm. Directions to the Health Sciences Building can be found at <http://nursing.uw.edu/about/maps-directions>, and the room number will be included in the email invitation to those who qualify.

Out-of-area applicants for whom it would not be reasonable to come to the UW to write the essay should provide the name and contact information for a faculty member, academic advisor, or work supervisor who will serve as your essay proctor. **Your proctor cannot be a family member or personal friend, and cannot be changed after you submit your application to the School of Nursing.** A **professional** email address is required for your proctor (no Gmail, Hotmail, etc.).

We will send a confirmation email to your proctor the Friday before the proctored essay to verify that the email address you provided is valid. Your proctor must respond by noon the following Monday.

The essay topic and instructions for administering the essay will be emailed to your proctor by 5:00pm Pacific Time (PT) on the Monday prior to the proctored essay date. Out-of-area proctored essays must be returned by noon PT the day after the proctored essay is held on the Seattle campus. Essays received after the deadline will not be accepted.

There are NO make-up sessions for the proctored essay, whether in person or out-of-area.

To expedite processing of your application, please submit all of your application materials in 1 packet, including official transcripts and your letter of recommendation. You should keep copies of your application materials for your own records.

If you live in the Seattle area, you are welcome to drop your application off in person. If you are mailing your application packet to us, we recommend that you send it via Certified Mail with a tracking number.



SCHOOL OF NURSING
UNIVERSITY of WASHINGTON

UNIVERSITY OF WASHINGTON
APPLICATION TO THE SCHOOL OF NURSING
BACHELOR OF SCIENCE IN NURSING DEGREE PROGRAM
AUTUMN 2016 ADMISSION
UW School of Nursing, Student and Academic Services, Box 357260
Health Sciences Building, Room T-301, Seattle, WA 98195-7260
(206) 543-8736, 1-800-759-NURS

Please use sentence case (e.g., Smith, Lisa) when completing this application.
Leave fields blank if they do not apply to you.

Items marked with an asterisk (*) are required.

Are you a previous or current student at the University of Washington? <input type="checkbox"/> Yes <input type="checkbox"/> No	If Yes, enter the last or current quarter and year you enrolled	UW Student Number, if applicable
Have you ever applied to the UW School of Nursing BSN or ABSN program (Seattle campus only)? <input type="checkbox"/> Yes <input type="checkbox"/> No Year(s): _____		

A. PERSONAL INFORMATION

Legal Last Name*	Legal First Name*	Legal Middle Name	
Former Name(s)	Name You Go By (if different from Legal Name)	Date of Birth* (MM/DD/YYYY)	Gender: <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Other: _____

B. ADDRESS

Mailing Address*

Number and Street		Apt.	Daytime Phone Number*
City	State/Province + Country (if not U.S.)	ZIP/Postal Code	Evening Phone Number
Permanent Address <input type="checkbox"/> Same as Mailing Address			Cell Phone Number
Number and Street		Apt.	Email Address*
City	State/Province + Country (if not U.S.)	ZIP/Postal Code	

Emergency Contact Address

☐ Same as Mailing Address ☐ Same as Permanent Address

Name		Phone Number
Number and Street		Apt.
City	State/Province + Country (if not U.S.)	ZIP/Postal Code

C. CITIZENSHIP & RESIDENCY

Select one of the following: <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> U.S. Permanent Resident <input type="checkbox"/> International Applicant	Country of Citizenship, if not the United States:	State of Residency, if applicable: <input type="checkbox"/> Washington State <input type="checkbox"/> Other U.S. State, please indicate: _____ If a Washington State resident, for how long? _____ years
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D. COLLEGES/UNIVERSITIES ATTENDED

List all colleges and universities you have ever attended or are currently attending, including the University of Washington. Enter these in order of attendance, with your most recent school first and earliest school last. To list additional schools, download and complete the Supplemental Academic History form from the BSN "How to Apply" web page: <http://nursing.uw.edu/admissions/bsn-program-how-apply>

	Name of College/University	Location (City, State)	Academic Calendar System (Quarter/Semester/Other)	Start Date MM/DD/YY	End Date MM/DD/YY	Degree Earned (e.g., BA, BS)	Degree Date MM/DD/YY	Major (if applicable)
1.								
2.								
3.								
4.								

☐ I have included additional schools on the Supplemental Academic History form

E. REQUIRED PRE-NURSING COURSES

List the specific required Natural World courses you have taken or plan to take, indicating when you completed or will complete them. Enter the credits earned and decimal grades you received **for completed courses only**. Leave this column blank if a school provided a narrative evaluation instead of a grade (e.g., Evergreen State College).

At the time you submit your application, you MUST have **at least 3** Natural World prerequisite courses COMPLETE with a cumulative Grade Point Average (GPA) of 3.0 or higher for those courses. If you have completed 4 or more Natural World prerequisite courses, you must have a minimum cumulative GPA of 2.8 for those courses.

A minimum grade of 2.0 ("C") or equivalent is required for each prerequisite course. **A course does not count towards the BSN prerequisites if it was taken Credit/No Credit or Pass/Fail.** All prerequisite courses must be completed with a minimum 2.0 grade earned before enrollment in the BSN program.

Do not list courses that received lower than a 2.0. You must successfully repeat these prior to beginning the program.

Complete the chart on the following page to determine if you are eligible to apply to the BSN program. Multiply semester hour credits by 1.5 to convert to quarter hour credits (e.g., 3 semester hour credits x 1.5 = 4.5 quarter hour credits). Convert letter grades to decimal grades using the following guidelines:

A = 4.0	A- = 3.7	B+ = 3.3	B = 3.0	B- = 2.7	C+ = 2.3
C = 2.0	C- = 1.7	D+ = 1.3	D = 1.0	D- = 0.7	

NATURAL WORLD REQUIRED COURSES 26-33 credits					For Natural World courses you have completed		
Subject	Course prefix and number	Quarter or semester taken/to be taken	College/University where course was/is to be completed	Check box if NOT taken	Number of quarter hour credits	Grade: Must be decimal grade*	Grade Points: Multiply # of credits by decimal grade
SAMPLE COURSE	CHEM 120	Autumn 2010	UW Seattle		5.0	3.4	17.0
General Chemistry (5 credits) <i>UW Students: CHEM 120</i>				<input type="checkbox"/>			
Organic Chemistry (5 credits) <i>UW: CHEM 220</i>				<input type="checkbox"/>			
UW Students Only: CHEM 221 is required. CHEM 120, 220 and 221*** are a series.				<input type="checkbox"/>			
Human Anatomy (5 credits) <i>UW: BSTR 301</i>				<input type="checkbox"/>			
Human Physiology (5 credits) <i>UW: ZOOL or BIOL 118</i>				<input type="checkbox"/>			
UW Students Only: <i>Physiology Lab ZOOL or BIOL 119***</i> (1 credit)				<input type="checkbox"/>			
Nutrition (3 credits) <i>UW: NUTR 300 or 301</i>				<input type="checkbox"/>			
General Microbiology (5 credits) <i>UW: MICROM 301</i>				<input type="checkbox"/>			
Microbiology Lab**/*** <i>UW: MICROM 302</i>				<input type="checkbox"/>			

*If you completed a course at a school that uses narrative evaluations instead of letter or decimal grades (e.g., Evergreen State College), leave columns C and D blank for those courses. The admissions committee will assess your course performance using the evaluations on your transcript.

**All applicants are required to complete a Microbiology Lab. You must take a General Microbiology course that includes a lab or, if necessary, a separate Microbiology Lab course. UW students are required to take MICROM 302 (Micro Lab) and MICROM 301.

***CHEM 221 (UW students only) and the Physiology/Microbiology labs do *not* count towards the minimum 3 Natural World courses that must be completed when you submit your application. These are still required but considered part of the main lecture course or series.

Divide **Total Grade Points (2)** by **Total Course Credits (1)**

Add this
column up
for
**TOTAL
CREDITS:**

Add this
column up
for
**TOTAL
GRADE
POINTS:**

1. _____

2. _____

Natural World Cumulative Grade Point Average:

I have completed _____ Natural World courses and my cumulative GPA for those courses is _____.

Are you eligible to apply to the BSN program?

You have NOT completed a minimum of 3 of the Natural World prerequisite courses at the time you submit your application.	You are NOT eligible to apply.
You have completed a minimum of 3 Natural World courses and your cumulative Natural World GPA is 3.0 or above.	You ARE eligible to apply.
You have completed a minimum of 2 Natural World courses and your cumulative Natural World GPA is below 3.0.	You are NOT eligible to apply.
You have completed 4 or more Natural World courses and your cumulative Natural World GPA is 2.8 or above.	You ARE eligible to apply.
You have completed 4 or more Natural World courses and your cumulative Natural World GPA is below 2.8.	You are NOT eligible to apply.

If you are not eligible to apply, do not continue the application process. **Your application will not be considered.**

If you are eligible to apply, complete the remainder of the prerequisite course information below. You are not asked to calculate a cumulative GPA for these courses, but should still provide the number of quarter hour course credits and decimal grade points.

Each of these courses must meet the minimum 2.0 grade requirement.

ADDITIONAL REQUIRED COURSES		A. Course Prefix and Number	B. Quarter or semester taken, to be taken	Check box if NOT taken	C. # of quarter hour credits	D. Decimal Grade
Written Communication 8-10 credits	English Composition			<input type="checkbox"/>		
	Writing (W) course or additional composition course			<input type="checkbox"/>		
Problem Solving (from UW Quantitative & Symbolic Reasoning (QSR) list or equivalent) 8 credits	Mathematics or Logic course			<input type="checkbox"/>		
	Statistics course			<input type="checkbox"/>		
Individuals & Society (I&S) Examples include: ethnic studies, history, international studies, psychology, sociology, anthropology, and women studies. 15 credits, including Lifespan Growth & Development	Lifespan Growth & Development (UW course NURS 201 or equivalent)			<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		
Visual, Literary and Performing Arts (VLPA) Examples include: art history, comparative literature, dance, English (no composition), music, speech, literature, and film 15 credits				<input type="checkbox"/>		
				<input type="checkbox"/>		
				<input type="checkbox"/>		

F. LETTER OF RECOMMENDATION

List the name of the person who is writing your letter of recommendation. **Submit only 1 letter of recommendation;** additional letters will not be considered.

Name of Reference: _____

Title: _____

Email Address: _____

Phone Number: _____

G. OUT-OF-AREA APPLICANT ESSAY PROCTOR

If you are an out-of-area applicant for whom it would not be reasonable to come to the UW Seattle campus to write the proctored essay, list the name of the faculty member, academic advisor, or work supervisor who will serve as your proctor for the essay. **Essays cannot be proctored by a friend or family member.**

The proctor's email address is required. The essay topic and instructions for administering the essay will be emailed to your designated proctor. Please provide an official work and/or professional email address for your proctor. Personal email addresses from accounts such as Gmail, Hotmail, or Yahoo are not accepted.

You cannot change your proctor once you have submitted your application to the School of Nursing.

If you require disability accommodations, please see the procedure in the shaded box below. **Disability accommodation requests for the proctored essay must be received by the application deadline.**

Name of Proctor: _____

Proctor's Relationship to You: _____

Title/Employer: _____

Email Address: _____

Phone Number: _____

I require disability accommodations for the proctored essay and understand I must follow the procedure outlined below

☐

DISABILITY ACCOMMODATIONS FOR THE PROCTORED ESSAY

APPROVAL OF DISABILITY ACCOMMODATIONS FOR THE PROCTORED ESSAY

1. **If you are already registered for services through** the Disability Resources for Student (DRS) office (<http://depts.washington.edu/uwdrs/>), you should have received an email from them, through the myDRS system, shortly after your Access Planning Meeting. A copy of the email will be located in your myDRS mailbox titled: *[DRS] Eligibility for Academic Adjustments and Accommodations*. This email can be printed and submitted to the School of Nursing.
2. **If you have not yet made contact with the DRS office but have had accommodations approved at another campus you previously attended**, you can provide a copy of the academic accommodation plan from that college, university or high school directly to the School of Nursing. This would only address accommodations for the proctored essay and will not necessarily apply beyond the proctored essay. You should be seen at DRS to discuss accommodations applicable to your academic courses.
3. **If you have accommodations approved at another campus you currently attend and plan to write the proctored essay there**, provide the name and contact information for the Disability Resource Services office in the "Out of Area Applicant Essay Proctor" section above. The School of Nursing will send the essay prompt to that office, which will provide your approved accommodation.
4. **If you have never been approved for disability accommodations**, you will need to submit your documentation to DRS via the myDRS website and be seen for an Access Planning Meeting (APM). If you are not in the Seattle area, a phone APM may be possible.

TAKING THE PROCTORED ESSAY AT THE SCHOOL OF NURSING OR AT DRS

Some accommodations can be handled within the School of Nursing. However, certain accommodations – such as use of a computer or other adaptive equipment – will need to be scheduled at DRS. When testing needs to take place at DRS, the following process will apply:

- The School of Nursing will contact DRS to verify they have approved of the application.
- The DRS Testing Center will then contact you to set up a time to take the proctored essay, in consideration of available equipment and space. The DRS Testing Center can be reached at drstest@uw.edu.

H. STATEMENT OF UNDERSTANDING AND SIGNATURE

I have read and understand the *Essential Qualifications of Candidates for ABSN & BSN Admissions, Continuance and Graduation*. The School of Nursing reserves the right to recommend that an applicant be denied admission or to recommend dismissal of an admitted student whose academic record or performance in clinical instruction does not meet minimal expectations or whose performance is not consistent with these essential qualifications.

The BSN program is an upper-division course of study requiring students to communicate effectively on their own behalf. Students in this program are expected to demonstrate skills in independent decision making, professional communication, critical thinking, and problem solving.

The way an applicant/prospective student communicates with the School of Nursing may be considered as a potential indicator of the applicant/prospective student's ability to succeed in the BSN program. The School of Nursing strives to promote the benefits of direct communication. This allows the communicator to express their thoughts and the recipient to consider and respond directly to another person's words and tone. **The School of Nursing sees indirect communication through a third party, whether a parent, friend, or another party, as decreasing the effectiveness of this communication and the possibility to create a productive relationship with the School of Nursing.** If a student or applicant has a disability affecting their ability to communicate, the School does not consider needed third party assistance as "indirect" communication and will provide all reasonable accommodations for that disability.

School of Nursing admissions decisions are final. In special circumstances, and at the School's sole discretion, the School may discuss some information about an application **with the applicant directly**, whether on the phone or in person.

- I certify that I have read and understand the above statements and that all materials I have submitted for consideration by the Admissions Committee are complete and accurate to the best of my knowledge.
- I understand that:
 - If I am asked to write the proctored essay and do not, my application will no longer be considered for admission.
 - Failure to complete the application accurately or failure to submit **ALL** required documents, including a complete set of official transcripts for all colleges/universities attended, will result in denial of consideration of admission to the School of Nursing.
 - My complete application must be received by the School of Nursing by the deadline **or my application will not be considered for admission**. Applications postmarked the date of the deadline or later and/or received after this deadline will not be reviewed.
 - In addition to submitting the School of Nursing application, I am responsible for applying to the University of Washington if I am not currently a student. See <http://admit.washington.edu/Admission/> for application requirements and deadlines.
 - If I am offered and accept admission to the BSN program, I will be required to:
 - Pay to run a background check through Verified Credentials, Inc. Positive checks are evaluated for continuation/cancellation of admission on a case-by-case basis with input from you. A positive check does not mean automatic cancellation of your offer of admission. See <http://nursing.uw.edu/student-resources/background-check> for more information.
 - Keep my immunizations up-to-date.
 - Complete several compliance requirements, including providing documentation of the required immunizations and having a current CPR certification. For more information, see <http://nursing.uw.edu/student-resources/compliance>.
 - Attend clinical rotations assigned by the School of Nursing, some of which may be scheduled on evenings and weekends.
 - An offer of admission to the BSN program from the School of Nursing will be revoked for any of the following reasons:
 - I have not completed all required pre-nursing coursework with a minimum grade of 2.0 in each course prior to the start of the program.

- I have not met all compliance requirements by the deadlines stated in my admissions letter.
 - I have not met University of Washington admissions requirements and am not successfully admitted to the UW as a transfer, post-baccalaureate or international undergraduate applicant.
 - I have not been exempted from an English Language Proficiency requirement, including having successfully completed any required Academic English Program (AEP) courses, prior to the start of the program.
 - In some cases, a positive conviction/criminal history check.
- If my admission to the BSN program is revoked, to be considered again in future years I must re-apply with all new materials with no guarantee of admission.
 - This application and all accompanying documents, including official transcripts, become the property of the UW School of Nursing and will not be returned to you. It is strongly recommended that you make a copy for your own records before submitting your application.

Applicant Signature: _____ **Date:** _____

Send your complete and signed application and all supporting materials to:

Student and Academic Services
University of Washington School of Nursing
Box 357260
1959 NE Pacific Street
Health Sciences Building, Room T-301
Seattle, WA 98195-7260



SCHOOL OF NURSING
UNIVERSITY of WASHINGTON

UNIVERSITY OF WASHINGTON
SCHOOL OF NURSING
OPTIONAL APPLICANT DATA FORM
(For statistical purposes only)

The following information is requested for statistical purposes only so that the School of Nursing may monitor the effectiveness of our recruitment and outreach programs. Completion of any or all of this information is voluntary; a decision not to provide information will not result in any adverse treatment of your application.

This information will be separated from your application and will not be used in the admissions review process.

1. Gender:

- ☐ Male
☐ Female
☐ Other: _____

2. Date of Birth (MM/DD/YYYY)

3. Are you of Hispanic or Latino origin? (Check all that apply.)

- ☐ No
☐ Yes – in addition, select from the following:
- | | | |
|---|---|--|
| <input type="checkbox"/> Mexican, Mexican American or Chicano | <input type="checkbox"/> Peruvian | <input type="checkbox"/> Other Hispanic or Latino: |
| <input type="checkbox"/> Argentinian | <input type="checkbox"/> Puerto Rican | _____ |
| <input type="checkbox"/> Chilean | <input type="checkbox"/> Salvadorian | |
| <input type="checkbox"/> Colombian | <input type="checkbox"/> Spanish/Spaniard | |
| <input type="checkbox"/> Cuban | <input type="checkbox"/> Hispanic | |

4. Additionally, what race(s) do you consider yourself (regardless of your answer to the previous question)? Please mark any of the following boxes that you consider yourself to be.

- ☐ **African American or Black**
☐ **Alaska Native or American Indian**
(if possible, please specify tribal or corporate affiliation)

- | | | |
|---|--|---|
| <input type="checkbox"/> Asian American
<input type="checkbox"/> Asian Indian
<input type="checkbox"/> Bangladeshi
<input type="checkbox"/> Cambodian
<input type="checkbox"/> Chinese
<input type="checkbox"/> Filipino
<input type="checkbox"/> Hmong
<input type="checkbox"/> Indonesian
<input type="checkbox"/> Japanese
<input type="checkbox"/> Korean | <input type="checkbox"/> Laotian
<input type="checkbox"/> Malaysian
<input type="checkbox"/> Pakistani
<input type="checkbox"/> Singaporean
<input type="checkbox"/> Sri Lankan
<input type="checkbox"/> Taiwanese
<input type="checkbox"/> Thai
<input type="checkbox"/> Vietnamese
<input type="checkbox"/> Asian American | <input type="checkbox"/> Other Asian American:
_____ |
| <input type="checkbox"/> Caucasian or White
<input type="checkbox"/> Pacific Islander
<input type="checkbox"/> Fijian
<input type="checkbox"/> Guamanian or Chamorro
<input type="checkbox"/> Marian Islander
<input type="checkbox"/> Melanesian
<input type="checkbox"/> Micronesian | <input type="checkbox"/> Native Hawaiian
<input type="checkbox"/> Samoan
<input type="checkbox"/> Tongan
<input type="checkbox"/> Pacific Islander | <input type="checkbox"/> Other Pacific Islander:
_____ |