

College of Graduate Nursing  
Master of Science Entry Level (MSNE) Program  
Application Checklist and How to Apply Guide

Application Checklist

This checklist is provided to assist you in collecting the materials listed below. Your application will be considered complete only if all materials have been submitted by the deadline. The application deadline is 11:59 p.m. on the date listed. Applicants are encouraged to apply early to avoid any possible delays.

\_\_\_\_\_ Online application

- o \$60 non-refundable application fee made payable via credit card at the time you submit your online application

\_\_\_\_\_ Essay Questions

- o Will be submitted electronically within the online application
- o Compose your answers in a separate Word document and be sure to edit for spelling and grammar. It's always a good idea to have others proof read for spelling, grammar and clarity. Upload your responses in the respective sections of the online application

\_\_\_\_\_ Resumé/Curriculum Vitae

- o Will be uploaded electronically within the online application
- o Include a current resumé or curriculum vitae

\_\_\_\_\_ Official Transcripts of all schools attended (do not include high school transcripts)

- o All transcripts must be received – including any undergraduate and/or graduate coursework that did not culminate in a degree
- o WesternU prefers to receive electronic transcripts. These transcripts are considered official documents if they are sent directly from your school or one of the many Online Transcript Exchange services. These services include } μ ( ) U W Œ Z u v š U ^ Œ ] % U E š ] } v o ^ š μ v š o Œ ] v P , } μ • U < ] š t } Œ I • U } Œ Œ Please check with your Registrar to see if this service is available. If this service is available, please have your Registrar's office select the appropriate Western University of Health Sciences receiver account
- o NOTE: If you have completed any coursework outside of the US, you must get your coursework evaluated by either:
  - f Josef Silny & Associates (<http://www.jsilny.com/>)
  - f World Education Services (<http://www.wes.org/>)

\_\_\_\_\_ Prerequisite Worksheet

- o Complete this form with the course name, institution, and grade received for all prerequisites
- o Do not leave any blanks
- o Do not write "see transcripts" otherwise your application will be considered incomplete

\_\_\_\_\_ Repeated Courses Work Sheet

- o List any courses you have repeated do not include courses that are in progress

Mailing address for transcripts:

Western University of Health Sciences

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309 E. Second Street