

Undergraduate Application Procedures

Nell Hodgson Woodruff School of Nursing

Emory University

Applicants to the Nell Hodgson Woodruff School of Nursing are considered for admission on an individual basis. The Admission Committee will not review an applicant's file until all materials have been received by the Office of Admission and Student Services. The Committee's decision to accept or deny an applicant admission to a program, or to request additional information before making a final decision, is based on the applicant's complete record. Final acceptance into an academic program in the School of Nursing is contingent upon satisfactory completion of all prerequisite coursework. A final transcript must be submitted prior to enrollment.

Applicants are encouraged to submit self-managed applications: collecting all required materials, including sealed official transcripts and sealed letters of recommendation, and submitting them in a single envelope will expedite the processing and review of an applicant's file. Applicants may contact the Office of Admission and Student Services at any time during the application process with questions or concerns. They may also view the status of their applications by accessing OPUS, which is the Emory online student information system. Instructions on how to use this system will be sent to each applicant once the application form and fee have been received.

APPLICATIONS

- Applicants are encouraged to submit the application form, fee, essay, and recommendations on-line at www.nursing.emory.edu.

APPLICATION DEADLINES

- The priority deadline for admission and scholarships to the BSN, BSN-2nd Degree, and BSN/MSN Segue option is January 15th.
- Applications completed after January 15th will be reviewed on a space-available basis only.

APPLICATION PROCEDURES

All BSN applicants must submit:

- A complete School of Nursing undergraduate application form. The Office of Admission and Student Services can acknowledge receipt of other materials once this form has been received.
- A \$50 application fee in the form of a check or money order made payable to Emory University. This fee is nonrefundable and does not apply toward registration fees. The application fee is only waived for those applicants who are currently attending Emory or Oxford College, or are current employees of Emory University or the Emory Healthcare System.
- Three letters of recommendation, two of which must be academic: one from a science instructor, and another from an instructor in any academic area. The third letter may be academic or a personal/professional letter from anyone other than a family member.

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Applicants who have been out of school for more than two years may replace one of the academic letters with a professional letter. Academic recommendations from a high school instructor will not be accepted.

- An essay describing personal and professional reasons for selecting nursing as a career. The essay is an important part of the application process. The Admission Committee members read it for content, grammar, and spelling. It should reflect the applicant's own writing ability and interest in nursing and address all questions below. **BSN-MSN Segue applicants** must also answer question #7.
 - 1) Your concept of nursing and your reason for choosing nursing as a profession
 - 2) Your reason for choosing Emory's School of Nursing and your perceptions and expectations of the nursing program.
 - 3) Specific goals after graduation and ideas how you can contribute to improving our society and the nursing profession
 - 4) Personal experiences and activities that have influenced you in any way and have made you the type of person you are now
 - 5) Leadership positions you have held and your own participation in community service activities/projects
 - 6) Any additional comments or observations that feel would influence your candidacy
 - 7) **BSN/MSN Segue Applicants ONLY:** Address your interest in graduate nursing education and your interest in a particular specialty

- A completed prerequisite information form (see page 6 of the application form).

- Official transcripts from each college or university attended, regardless of whether or not a degree was conferred. Transcripts received become the property of the School of Nursing and can neither be given to the applicant nor transferred to another institution. The Office of Admission and Student Services must receive transcripts in a sealed envelope bearing the registrar's official seal.

- **BSN-MSN Segue applicants**
In addition to the requirements listed above, applicants to the Segue program must also provide additional information described below.
 - Once all application materials have been received the applicant will be sent a request to schedule a required interview with a designated faculty member in the graduate specialty to which they have applied. Phone interviews are available to accommodate special circumstances.

 - Must submit official scores on the Graduate Record Examination (GRE) or Miller Analogies Test (MAT) that are no more than five years old. The GRE institutional code for Emory University is 5187, and the department code for the School of Nursing is 0610.