Bachelor of Science in Nursing – Application for Admission

PLEASE READ ALL OF THE INSTRUCTIONS AND INFORMATION BELOW BEFORE COMPLETING THE FORM

1) Please make sure you are eligible to apply. You must have at least a 2.800 overall GPA to simply submit an application. Applications submitted that do not meet this requirement will not be processed. Do not send letters of recommendation, résumés, or high school transcripts. Do not have your parents call on your behalf. Our students are admitted using a completely objective scoring system that is outlined below. Studies show that students who do well in the sciences are more likely to be successful in nursing school. For this reason, applicants are admitted to the nursing program on a competitive basis using an objective scoring system that combines the overall college grade point average (GPA) plus the top three grades in the four required sciences. Keep in mind that cut-off scores tend to average around 15.625 but have gone as high as 15.720 – and this means that the 35th person admitted from that group had an overall GPA of 3.720 and science grades of A-A-A

<table>
<thead>
<tr>
<th>Student #1</th>
<th>Student #2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overall GPA</td>
<td>3.800</td>
</tr>
<tr>
<td>A&amp;P 1 Grade</td>
<td>A</td>
</tr>
<tr>
<td>A&amp;P 2 Grade</td>
<td>B</td>
</tr>
<tr>
<td>Chemistry Grade</td>
<td>B</td>
</tr>
<tr>
<td>Microbiology Grade</td>
<td>A</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>14.800</td>
</tr>
</tbody>
</table>

The above example clearly demonstrates the importance of the science grades in determining a student’s admission score. This example also shows how a student with a lower overall GPA can conceivably take the seat from a student with a higher GPA due simply to the sciences.

2) You must have applied and been admitted to Southeast Missouri State University in order for evaluators to access information in the student database. Your assigned Southeast Student ID# and Southeast e-mail address must be included on the application – and all electronic communication will be directed to the Southeast Email account ONLY. If you submit an application with no Southeast ID or Southeast Email, it will not be processed. If you chose to sit out a semester after finishing pre-reqs, you must have completed your returning student form as well.

3) The application should contain a correct mailing address where you wish to receive any correspondence from the Department of Nursing. If you move while awaiting your response from the Nursing Department, it is your responsibility to notify us accordingly.

4) AT THE TIME YOU SUBMIT YOUR APPLICATION you must have at least three of the four required sciences completed and on transcript in order for us to determine your application score. All other coursework must either be completed or in progress the day the application is submitted. (Example: If you are applying for the fall semester, the deadline is March 1st – Summer coursework does not count toward your “in-progress” work because those classes are not in progress when you submit the application). Students admitted to the program are admitted contingent upon successful completion of all coursework in progress with a grade of C or better.

5) Special Information for Transfer Students and Students with a conferred Associate’s Degree: With most associate’s degrees, the lower-level university studies courses are typically waived; however, two of the upper-level (300-level) interdisciplinary courses are required of both associate’s degree students and transfer students. These courses are unique to Southeast and must be taken here! Students should make sure that they have met all university requirements and nursing requirements. Transfer students should also include an unofficial copy of all college transcripts. Applications without unofficial transcripts attached will not be processed and will be returned to the student.

6) If you are a non-English-speaking student, please contact Mrs. Janet Adams, Chairperson of the Student Affairs Committee for information concerning the Non-English Speaking Student Policy by emailing jjadams@semo.edu

7) If you understand all of the instructions and meet ALL of the criteria outlined above, please proceed to the application form. If you do not meet all of the criteria contained herein, please do not submit your application.
Southeast Missouri State University
Bachelor of Science in Nursing - Application for Admission

MAKE SURE YOU HAVE READ & UNDERSTAND ALL INSTRUCTIONS AND MEET ALL CRITERIA
IF YOU DO NOT MEET THE CRITERIA, PLEASE DO NOT SUBMIT AN APPLICATION

Today’s Date ____________________________ Desired Semester for Admission ____________________________ Southeast ID# ____________________________
(Ex: Spring/2015)

Date of Birth ____________________________ United States Citizen? ____________________________

Student’s Name ____________________________
Last ____________ First ____________ MI ____________

Mailing Address ____________________________
City ____________________________ State ____________ Zip ____________

Phone Number ____________________________ Southeast E-Mail ____________________________

College Credit ____________________________ College Credit ____________________________ Current Overall College GPA ____________________________
Hours Completed ____________________________ Hours in Progress ____________________________

Have you completed at least 3 of the 4 required sciences – and have you earned a C or better in your completed pre-
requisite courses as well as EN140 and Math/Stats? ____________________________

Are you a Southeast Honors Program student? ________ Do you have a previous bachelor’s degree? ________

If so, what is the degree? ____________________________ Name of school ____________________________
(Ex: BS, BA, BGS)

What was your major/minor? ____________________________ Semester/Year Graduated ____________________________

Student Signature ____________________________ Date ____________________________

Submit your completed application to: Tracie A. Clark, Administrative Assistant, Department of Nursing, Southeast Missouri State University, 1 University Plaza, MS8300, Cape Girardeau, MO 63701. You may also fax the application and any additional materials to (573) 651-2142, Attention: Tracie. We will notify you via your Southeast e-mail account when we have received your application. Do not send the application more than 30 days ahead of the deadline. The deadline for submitting applications is 5:00 p.m. March 1st for fall semester admission and 5:00 p.m. October 1st for spring semester admission. You will be notified in writing (via U.S. Mail) concerning the committee’s decision following the current semester’s posting of grades – and you will be notified via Southeast Email of the date the letters are released. We receive roughly 100 applications per semester so please do not call about the release of the letters – WE WILL NOTIFY YOU.
Bachelor of Science in Nursing

APPLICATION CHECKLIST

Before submitting your application to the Department of Nursing at Southeast Missouri State University, please use the checklist below to verify all of your information. IF YOU DO NOT MEET ALL OF THE CRITERIA PLEASE DO NOT SUBMIT AN APPLICATION!

1) Do you have at least a 2.800 overall college GPA, and are you eligible to apply? 

2) Have you applied and been formally admitted to Southeast Missouri State University? 

3) Have you included the correct mailing address to receive correspondence from the Department of Nursing concerning your application? 

4) Have you activated your Southeast Key, verified that your password is working properly and included your Southeast e-mail address on your application? 

5) Have you completed at least three of the four required sciences? 

6) Have you completed all required university studies and pre-requisite courses, as well as Math/Stats and EN140 with grades of C or better – Or is all other coursework verifiably in progress at the present time? 

7) If you are a transfer student or have a conferred associate’s degree, have you completed all university studies requirements, including two upper-level UI300 courses, or are you enrolled in these courses at the present time? Refer to Southeast Degree Audit.

8) If you are a transfer student or 2nd-degree-seeking student, have you included unofficial copies of all previous college (not high school) transcripts with your application? 

9) Have you filled out the application completely and legibly in either blue or black ink; or have you typed the application – and is it signed and dated? 

10) Have you allowed enough time to make sure your application is submitted no later than the close of business (5:00 PM) on the deadline date? Applications received after that time will not be considered and you will be required to reapply for the following semester. 

11) If you have any questions or do not understand any of the information contained in this application packet, have you contacted the nursing department for clarification at 573-651-2585? 

12) If you are a non-English-speaking student, have you included copies of TOEFL scores taken within the last two years demonstrating a cumulative score of 100 and individual scores not less than 20 on speaking, writing, reading, and listening to English? 

13) Do you understand that applications submitted by students who do not meet all of the criteria outlined in this application packet will not be processed and that you will receive an email at your Southeast Email Address informing you of this? 

14) Do you further understand that if you submit an application with a significantly low or non-competitive score, you will be notified by email that the application will not be processed further and asked to contact your academic advisor for further instructions?