

## Dr. D.W. McMillan BSN Nursing Program Application Checklist

There are multiple steps to apply to the nursing program.

- Step 1 Are you an UWF student? This means you must have been accepted by undergraduate admissions as a student with UWF. You cannot have any holds on your account.

### Requirements:

- Must have a current overall cumulative GPA 3.0 or better at the time you are applying.
- Must have taken the TEAS exam (seventh edition) and made the minimum of 75% on the overall composite TEAS test. The test must be taken between the dates listed for the application deadline. Check the website application dates confirming the time frame.

Reminders: You must have at least 62 credit hours when applying. These hours can be “in progress” when applying but must be completed the last semester before you begin the nursing curriculum if accepted.

### Apply:

- Apply to NursingCAS using the link on our website to access the application You will need to create an account and follow the directions as written in NursingCAS.
- Have all official college transcripts sent to NursingCAS (**this is required**) and have them verified by NursingCAS before the application deadline. This can take a couple of weeks, so do this early in the application process. There is a fee of \$70. High School transcripts are not required. (This is a required step even though you are a current UWF student).

### Upload in NursingCAS (All Required)

- Your TEAS score in the Program Materials section of NursingCAS. Please remember that if you did not take the TEAS at UWF then you are also required to submit your TEAS score to UWF.
- Your signed and dated Core Performance in the program materials section of NursingCAS.
- Your completed Hepatitis B Form, signed by your healthcare provider, and copy of titer results in the program materials section of NursingCAS. (This must be signed by your healthcare provider or it will be refused and your application incomplete).

Each item must be completed and submitted to NursingCAS by the application deadline. Failure to have all items completed will result in an incomplete application.

All information must be completed before the application deadline.

You cannot take the TEAS test after the application deadline. It must be completed and uploaded in NursingCAS as part of the application cycle.