

# Bachelor of Science in Nursing

## Application Checklist

This checklist provides potential applicants with information about the BSN Supplemental Kit. All items below must be submitted digitally via the kit. Do NOT submit any documents as hardcopies.

### Application Materials for the University

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- Complete the UW Tacoma application for transfer admission and pay the appropriate application fee.
- Request an official transcript for all college-level coursework. UW Tacoma requires electronic transcript submission from all Washington state community and technical colleges. Please use ET code 412 for processing. High school transcripts are required only if foreign language or mathematics requirements were completed in high school.

### BSN Supplemental Kit

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- BSN Program Application
- Essential Behaviors and Social Networking Policy and Guidelines Agreement
- Recommendation Forms: Provide email addresses for recommenders. Once the application is submitted a link to the recommendation form will be sent to each email provided.
  - Supervisor Recommendation: Someone that has supervised the applicant within the past two years in a paid or volunteer position in a health care setting and can attest to the applicant's clinical abilities. For current nursing students this can be an instructor.
  - Academic Recommendation: Someone that has instructed the applicant within the past two years and can attest to the applicant's ability to learn. For nurses out of school for two or more years this can be a nurse educator.
  - Professional Recommendation: Someone that has worked with the applicant within the past two years in a paid or volunteer position in a professional health care setting and can attest to the applicant's professionalism. For current nursing students this can be an instructor.
- Current résumé: Include work and volunteer experience and any honors or awards
- BSN Application Essay: Write about personal and professional experiences. Your essay should be no more than two pages, typed and double spaced with a 12-point font. The essay should be an example of your ability to communicate effectively in writing.

Address ALL of the following areas as they pertain to you:

  - Leadership, achievements and accomplishments
  - Tell us your journey to becoming a nurse
  - Experience in diverse communities or disadvantaged populations
  - Special skills and experience (bilingual, international travel, research)
  - Reasons for pursuing a BSN, expectations and outcomes desired for your educational experience and future educational or professional goals