How do I apply?

The first step is application and admission as a prenursing BSN student through The University of Toledo (UT) [www.utoledo.edu](http://www.utoledo.edu) or Bowling Green State University (BGSU) [www.bgsu.edu](http://www.bgsu.edu). Transfer students follow the same process. High School students are encouraged to apply early in the fall of the senior year. Please check with UT or BGSU undergraduate admissions regarding admission requirements for prenursing.

**Is there a separate application process for the upper division professional major?**

Admission to the upper division professional major involves a separate application process and is competitive. Completion of minimum requirements does not assure admission to the nursing major. Because the applicant pool varies each admission cycle, students are encouraged to strive for an excellent cumulative grade point average. Eighty students are admitted each semester into upper division professional nursing coursework.

Nursing advisors assist students in determining readiness for application to the upper division professional major. Applications for the upper division professional major will complete a BSN Professional Major Supplemental Application (PDF) and electronically submit an online application through NursingCAS (Nursing Centralized Application Service) at [https://portal.nursingcas.org/](https://portal.nursingcas.org/).

General information about NursingCAS is available at [http://nursingcas.org](http://nursingcas.org).

**Is there an application deadline?**

Yes. Please contact the nursing advisor regarding the application process and application deadlines. The college of nursing accepts students three times per year into the upper division professional major for summer, fall or spring semester.

**Is there a fee for submission to NursingCAS?**

There is a NursingCAS service fee of $45. This must be paid when electronically submitting the application. There is no fee for the BSN Professional Major Supplemental Application.

**What constitutes an official college/university transcript?**

The official transcript sent from the college or university has the college/university seal on the transcript and is sealed in a college/university envelope. Students are required to have their official transcripts sent directly to NursingCAS. Students must print a transcript request form from NursingCAS. Complete the form and submit it to the Registrar’s office of each institution attended. Please be sure to advise the Registrar’s office to enclose the transcript request form with your official sealed transcript and mail it directly to the NursingCAS transcript processing center. NursingCAS has difficulties matching official transcripts that are not accompanied by the transcript request form, which can result in a delay in processing your application. Be sure to print, complete and mail the transcript request form for each institution you have entered as having attended. **Please check with your nursing advisor to determine if the advisor requires official transcripts. A final transcript must be sent at the completion of in progress courses to the nursing advisor at the home university.**
Do I need to provide official transcripts for every college/university/nursing school attended?

Yes. Official transcripts must be sent to NursingCAS directly by the institutions.

Must I send a transcript if I am currently attending or graduated from The University of Toledo (UT) or Bowling Green State University (BGSU)?

Yes, you must request the transcript and direct that it be mailed to NursingCAS.

Do I need to complete the personal statement and recommendations in the NursingCAS application?

You are not required to complete the personal statement or recommendations in NursingCAS unless you plan on applying to a school other than The University of Toledo.

What are the admission requirements for the upper division professional major?

To be considered for admission to the upper division professional major, the following requirements must be met:

1. Completion of prerequisite courses with a grade of “C” or better: English Composition I and II; Psychology; Biology; Chemistry; Anatomy; Physiology; Microbiology; Math; Nutrition; Computer; Ethics; Statistics; Lifespan Psychology; and Medical Terminology. Prerequisite courses must be completed prior to matriculation in the major.

2. Minimum cumulative GPA of 3.0 in all college course work. All post-secondary, advanced placement credit, transfer and higher education course work are used to calculate the cumulative GPA.

University required courses in humanities, social sciences and cultural diversity also require a grade of “C” or better and must be completed prior to university graduation.

Consideration for admission to the upper division profession major is based on cumulative GPA and academic progression (including number of repeats, withdraws, incompletes, failed and no grade courses).

When do I come to The University of Toledo Health Science Campus?

Accepted students begin courses in the upper division professional nursing major three times per year. The student must accept the seat for semester offered; otherwise, student must reapply for admission. Plans of study are either Summer-Fall-Summer-Fall with a Spring semester break; Fall-Spring-Fall-Spring with a Summer semester break; or Spring-Summer-Spring-Summer with a Fall semester break. The upper division professional major consists of four semesters.

When do I start clinical?

Clinical begins in the first semester of the upper division professional nursing major. Varieties of settings are used to prepare students to provide care for a broad array of health care problems and approaches. Clinical placement is determined by the College of Nursing.

Where do I live the four semesters while I am at The University of Toledo Health Science Campus? What about transportation?

Living arrangements are an individual preference. Upper division professional nursing students are considered UT or BGSU students and may live in campus housing. Many students choose to reside off campus since there are no residence facilities on UT Health Science Campus. There are
apartments within walking distance or a 5-10 minute drive. BGSU students may commute or move to the Toledo area. Transportation is the responsibility of the individual student.

**What is a criminal record check?**

Students are required to obtain BCII and FBI criminal record checks and are responsible for processing expenses. Students must declare and document misdemeanor and/or felony offenses prior to admission to the nursing major and during program progression. Convictions may result in denial of admission to the major or dismissal after matriculation.

**How much will your program cost?**

Tuition and fees are whatever UT and BGSU charge. Additional costs are uniforms, liability insurance, professional equipment, laptop or tablet personal computer for course activities, professional fee for courses in the upper division professional major, laboratory fees, annual physical and tuberculosis test, infectious disease titers and immunizations, criminal record checks, transportation to clinical sites, comprehensive senior exam, convocation fee, etc.

**Are there special program requirements for graduation?**

Students must successfully complete a professional nursing competency course and comprehensive exam to graduate. Program requirements are available on the College of Nursing website at [www.utoledo.edu/nursing/undergrad_nursing_resources.html](http://www.utoledo.edu/nursing/undergrad_nursing_resources.html).

**Where does my degree come from?**

The Bachelor of Science degree in Nursing (BSN) is granted by UT or BGSU. Graduates take the National Council Licensure Examination - Registered Nurse (NCLEX-RN). Successful completion of the examination permits the practice of professional nursing.

8/2010, 2/2011