Dear Applicant,

We are excited that you are considering a career in ‘Nursing’ at Trinity. Pre-licensure students complete their general education core curriculum as well as their pre-nursing requirements before applying for formal acceptance into the Nursing Program in NHP. The rigorous academic coursework in the nursing program lays the foundation for a progressive mastery of the knowledge, skills, values, ethics, and abilities required of a professional nurse. Good Luck to each of you as you begin the preparation of your application. Please read all instructions carefully. The application process is composed of two steps (1) submission of the application and supporting documents and (2) writing an essay on a computer in a proctored setting on campus.

**Step 1: Submit Application Packet**

Please make an appointment to meet with your academic advisor to apply to the Nursing Program. The application packet will need to be completed and submitted to your advisor by **4:00 PM on Monday, September 22, 2014**. It is the applicant’s responsibility to ensure that all required documents are contained within the packet (see application packet checklist on page 3). Please make a copy of the completed application packet for your records. Packets will be delivered by the academic advisor to the front office of the Nursing Program in a sealed envelope.

*Incomplete packets will **not** be processed.
*Packets delivered by the applicant will **not** be accepted.*

**Step 2: Proctored Essay Requirement**

You will be required to compose an essay in a proctored setting here at Trinity Washington University. Essays will be typed on a computer and will be timed. The dates and times for the proctored essay are listed below. Please number the essay dates in order of your preference, with “1” being your first choice. Eligible candidates will be notified via Trinity email of their scheduled date, time, and location for the proctored essay by Tuesday, September 30, 2014. **WATCH YOUR EMAIL FOR NOTIFICATION!!!**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>List Your Order of Preference (#1-3)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, October 1, 2014</td>
<td>5:00-6:00 PM</td>
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<tr>
<td>Thursday, October 2, 2014</td>
<td>5:00-6:00 PM</td>
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<tr>
<td>Friday, October 3, 2014</td>
<td>10:00-11:00 AM</td>
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**Important Dates to Remember:**

- Monday, September 22, 2014, 4:00 PM – Deadline for completing your application with your advisor
- Wednesday-Friday, October 1-3, 2014 – Proctored essays
- Thursday, October 30, 2014 – Welcome session for new nursing students
- Monday, November 3, 2014 – First day of registration for Spring 2015 classes
Applicant Information

___________________________________________________________________________________
Last Name

___________________________________________________________________________________
First Name

___________________________________________________________________________________
Middle Initial

___________________________________________________________________________________
Street Address

___________________________________________________________________________________
City

___________________________________________________________________________________
State

___________________________________________________________________________________
Zip Code

Telephone: (Home) _______________________ (Cell) _______________________

Personal Email Address: ________________________________________________

Trinity Email Address: _______________________________@students.trinitydc.edu

Trinity Student ID # ________________________________________________

Have you previously applied to this nursing program?

☐ No

☐ Yes If yes, when? __________________________ (Semester/Year)

___________________________________________________________________________________
Applicant Signature

___________________________________________________________________________________
Date
Application Packet Checklist (to be checked by advisor)

The following documents are included in the application packet:

☐ Completed and signed Trinity Nursing Program Application

☐ Trinity transcript, which includes all Trinity course credits and general education transfer credits (Advisors, you may print unofficial copies of student’s transcript to include in application packet.)

   For all completed transfer courses that have not yet posted to the Trinity transcript please include a copy of the transfer credit evaluation (as submitted to Enrollment Services) in the admission packet.

☐ All transcripts from other schools (Advisors, please include copies of official transcripts from other schools that Enrollment Services has on file.)

☐ Official report of the student’s TEAS results

☐ Completed Pre-Nursing Curriculum form, which includes all general education and nursing prerequisite courses that have been completed as well as courses that are in progress

The applicant has met the following criteria:

☐ Minimum of C in all prerequisite and general education courses

☐ Cumulative undergraduate GPA minimum of 2.5

___________________________________________________ __________
Academic Advisor Name

_________________________ _________________________
Academic Advisor Signature                   Date