2019 Pre-licensure BSN Track Application Instructions

*Please make sure to thoroughly read through all instructions*

It is the applicant’s responsibility to ensure all components of the application are completed and received by:

- Fargo site: April 20 for both fall and spring program start
- Bismarck site: April 20 for fall admission, and September 20 for spring admission

If you are not a current NDSU student, please apply to NDSU here: https://www.ndsu.edu/admission/admission_information/application/.

Please read all instructions prior to starting the application!

Online Application

Here are the areas of the application you will need to complete:

Contact Information
- Name
- Email address - You are strongly encouraged to use your current North Dakota University System email address (NDSU, BSC, etc.)
  - Email will be the primary mode of communication regarding your application status.
- Address - where you will be living this summer
- NDUS ID

Campus Selection
- Fargo only, Bismarck only, or Either Location. For more information about the NDSU Nursing sites, please go online to https://www.ndsu.edu/nursing/about/.
  - If ‘Either Location’ is selected, indicate which site is preferred and if you have applied to the NDSU nursing program before.
  - By selecting “Either” you are indicating you are able and willing to complete the entire nursing program at either site.

For those applying to Fargo only or Either with Fargo first choice:
- Select preferred semester to start the professional program
  - Fall 2019 or Spring 2020
Two References (non-relatives) At least one should be a member of a helping profession—clergy, nurse, counselor, professor, coach, teacher, etc. They do not need to be in the medical field. References should be professional references. Please avoid personal references.

When choosing references, consider who knows you well and your ability to succeed in the nursing program. References should not be friends/family/acquaintances. In the past students have asked past teachers, professors, coaches, guidance counselors, clergy people, managers, coworkers, etc. References who know you from high school are fine to ask.

- Name, Position, Email address, Phone number
- References do not need to submit a letter of recommendation
- The School of Nursing may contact the references prior to admission.

Colleges/Universities Attended
- List all colleges/universities/vocational institutions you have attended in order of most recent attendance, including North Dakota State University. Include any PSEO, CIS, Dual-Credit, and Transfer information

Certified Background Check
- This can be completed before or after submitting the online application.
- [https://www.castlebranch.com/online_submission/package_code.php](https://www.castlebranch.com/online_submission/package_code.php)
- Use code NO96 in the PLACE ORDER box. Follow directions to continue the order and pay the $50.75 fee for the background check. Please note, the “O” is the letter “O” and not a zero.
- This fee is in addition to the program application fee
- The School of Nursing will receive your background check once submitted; you do not need to contact us.

Personal Statement
- Students will use FlipGrid to submit their personal statement. Directions for using FlipGrid will be available on the nursing application website.
- Student responses will remain private and confidential.
- Responses should be **two minutes in length**.
  - The recording stops at two minutes, anything longer will not be heard by the committee.
- Please remember that this is your first introduction to the admission’s committee.
  - Consider writing your personal statement before creating your recording. Current students are encouraged to use the NDSU Writing Center for assistance with the personal statement video.
  - Pre-Nursing Advisors and Faculty will not review FlipGrid videos prior to submission.
  - Treat your personal statement as if you were giving a speech in COMM 110.
  - Dress appropriately (professional attire).
  - Use appropriate language and grammar.
  - DO NOT stop and start your presentation.
  - Consider your environment; avoid loud areas, distracting backgrounds, etc.
- **The question for the 2019 application is as follows:**
  - “Describe how your work, volunteer, and other experiences have influenced your decision to and prepared you to pursue a nursing degree with NDSU.”
Application Fee
- $65 application fee will be paid using Marketplace
- The link to the Marketplace will also be on the nursing website
  https://epayment.ndus.nodak.edu/C22800_ustores/web/classic/store_main.jsp?STOREID=276&
  SINGLESTORE=true
- Credit/debit/checking account information can be used.

Demographics/Data Collection- optional but encouraged
- Gender
- Age
- State of legal residency – as stated on government issued identification
- Do you have a baccalaureate degree
- Ethnic background
- First language
- First generation college student – 1st member of immediate family (parents, siblings) to attend college

You will receive an email receipt of submission once the application is submitted.
- Official communication from the School of Nursing will be sent via email

Transcripts
- Ensure transcripts from all schools attended (other than NDSU) were submitted to the Admissions office with your University application.
  - Transcripts do not need to be sent to the nursing department.
- If you are taking courses in the spring semester at a school other than NDSU, you will need to have transcripts sent to the NDSU Registration and Records office as soon as grades are posted.
  - Students planning to apply to the Fargo site, you are required to contact your pre-nursing academic advisor via email to provide course(s) you are taking elsewhere
- Grades from summer semester will NOT be considered in the admission decision to the Fargo site.

Important Dates- Fargo Site
- All students applying to the nursing program will take the HSRT (Critical Thinking Exam) on Saturday, April 27, 2019 in Sudro Hall
- Students applying to the Fargo site may be invited to participate in an interview day scheduled for Thursday, June 6, 2019
  - All applicants should reserve this date and plan on attending in Fargo
  - Communication will be sent via email
  - There will be no make-up opportunity for the interview
**Important Dates- Bismarck Site**

- All students applying to the nursing program will take the Kaplan Admissions Exam. Test dates will be at the end of spring semester, middle to end of May.
  - You will be notified by email how to register for an exam day and time.
- Students applying to the Bismarck site may be interviewed upon request from the Admissions Committee.

A link to the application will be available on the following website: [https://www.ndsu.edu/nursing/degrees/pre_licensure_bsn_track/application/](https://www.ndsu.edu/nursing/degrees/pre_licensure_bsn_track/application/)

If you complete the first page, you will be able to come back to the application on the same computer you completed that first page.