



Bachelor of Science in Nursing (BSN) Application Process

1. Application must be submitted in hard-copy (paper) format:
 - Application forms can be completed online, saved on personal computer, then printed for submission.
 - Mail or hand-deliver printed application to the address indicated on the application form.
 - No electronic applications will be accepted.
2. Nursing prerequisite courses:
 - Prerequisite courses can be taken at UCA or transferred from another institution. Students are encouraged to review the Transfer Credit Guidelines information located on the Registrar's website and the Arkansas Department of Higher Education's Course Transfer System (ACTS) to check on what course credits will transfer.
3. Academic transcript requirements:
 - Course work *completed* at UCA does not require a transcript be sent with your application.
 - Course work *completed* from another institution(s), must have a hard-copy (paper) transcript(s) sent *directly* to the Department of Nursing from that institution(s).
 - No electronic transcripts will be accepted.
 - Any transcript not received in the Department of Nursing by the indicated due date flags an application as incomplete.
 - Transcripts submitted to the UCA Registrar's Office are not sent to the Department of Nursing.
4. Transfer students:
 - If you are not currently enrolled at UCA, you must apply for admission to UCA in addition to applying to the Nursing major program. The online UCA application can be completed and submitted online.
5. Completed application must be received or be postmarked by indicated due date:
 - Generic/Traditional BSN students (Fall admit only):
 - Admission criteria and Application online
 - Applications *only* accepted between January 15 and March 1
 - LPN/LPTN-to-BSN students (Fall admit only):
 - Admission criteria and Application online
 - Applications *only* accepted between January 15 and March 1
 - RN-to-BSN **or** RN-to-BSN/MSN students (Fall and Spring admits):
 - Admission criteria and Application online
 - Application due dates are according to semester you want to begin classes
 - Fall: Applications *only* accepted between February 15 and April 1
 - Spring: Applications *only* accepted between June 15 and August 1

UCA Department of Nursing
University of Central Arkansas
201 Donaghey Avenue
Doyne Health Science Center, Suite 107
Phone: 501-450-3119
Fax: 501-450-5560
Website: www.uca.edu/nursing
Contact: Susan Gatto, Undergraduate Program Director
susang@uca.edu