



TARLETON  
STATE UNIVERSITY  
Member of The Texas A&M University System

S c h o o l of Nursing

Department of Pre Licensure  
Nursing  
Box T---0500, Stephenville,  
Texas 76402

## Generic BSN APPLICATION FORM

*Students applying in fall 2020 for acceptance into pre-nursing beginning spring 2021 and all subsequent semesters, this criteria applies.*

*Students applying in fall 2019 for acceptance into pre-nursing in spring 2020 and for students applying in spring 2020 for acceptance into pre-nursing in fall 2020, other criteria applies (see other form).*

### Instructions

A point system is used to select students for admission to the generic BSN (Pre Licensure) nursing program at Tarleton State University (TSU). Students who submit all application materials, HESI scores, and meet admission requirements by the deadline will be ranked on a list in descending order according to their total number of points. Available spaces will be filled from the point list until classes are full. Admission is highly competitive and not guaranteed. Students not admitted must submit a new application to be considered for the next admission cycle.

**Application to the nursing program is separate from and in addition to the application to Tarleton.** To be considered for the program admission the individual **MUST** meet all admission requirements and submit all application materials on or before the **deadline listed below.**

**The nursing program application must be submitted by March 15th for fall & October 15th for spring. Applications submitted after the deadline(s) will not be considered.**

## **Admission Requirements**

1. 3.0 Grade Point Average (GPA) on designated courses.
2. Ability to complete all program prerequisite courses with a minimum grade of C prior to the program enrollment.
1. Composite score  $\geq 80$  on the HESI A2 (English -Vocabulary, Reading, Grammar), Math, and A&P AND completion of Critical Thinking and Learning Styles) or have  $\geq 1180$  on the SAT or  $\geq 24$  on the ACT.
2. Any test scores must have been taken in 5 years or less.
3. No completed course can be repeated more than once.
4. Eligibility for RN licensure upon graduation. You must receive criminal background clearance by the Texas Board of Nursing and answer no to eligibility questions or receive a Declaratory Order before acceptance (see part IV of the application for more details).

**Please note that meeting admission requirements does not constitute guaranteed admission. Residency points are added after subtotal points are ranked in descending order. Students with the highest points and on-time submission of application will be accepted until the available admission slots are filled. Admission to the nursing program is highly competitive and admission is not guaranteed. The point calculation worksheet is located at [www.tarleton.edu/nursing](http://www.tarleton.edu/nursing).**

FOR REFERENCE ONLY

## **Application Submission Instructions:**

### **1. Apply to Tarleton State University Office of Admissions**

(ACCEPTANCE TO THE UNIVERSITY DOES NOT GUARANTEE ACCEPTANCE TO THE NURSING PROGRAM)

- \_\_\_\_ Completed Application Form (if you have previously applied or attended TSU but are not presently enrolled you must complete the appropriate readmission process and pay the application fee prior to the nursing application deadline)
- \_\_\_\_ Official Transcripts from **Every College and/or University attended** regardless of the number of credit(s) earned or whether or not the courses are part of the required course work for the nursing degree
- \_\_\_\_ Fee and Other Appropriate Materials As Outlined In the Catalog

### **2. Apply to the Generic BSN Nursing Program**

Please see the link below or scan the QR code to access the Generic BSN Nursing Program Application.

[https://tarleton.az1.qualtrics.com/jfe/form/SV\\_9B6fGIW5cS3pxpb](https://tarleton.az1.qualtrics.com/jfe/form/SV_9B6fGIW5cS3pxpb)



**Paper applications will not be accepted.**

**Applications for the Spring term will be available starting August 15<sup>th</sup> and closes October 16<sup>th</sup>.**

**Applications for the Fall term will be available starting January 15<sup>th</sup> and closes March 16<sup>th</sup>.**

*a. Items that will be uploaded during the application process; within the application link include the Tarleton State University letter of acceptance, hand written narrative and application fee receipt. Have all items ready when you fill out your application.*

- i. You must submit receipt of the \$35 non-refundable application fee payment within the application link; during the application process. Payments are to be made through the Tarleton Marketplace center at the following link:  
[https://epay.tarleton.edu/C20203\\_ustores/web/store\\_main.jsp?STOREID=53](https://epay.tarleton.edu/C20203_ustores/web/store_main.jsp?STOREID=53)
- ii. Narrative must be handwritten. Please see requirements below.

### **3. Submit HESI scores (please review HESI requirements in admission requirements above). Only HESI scores that are submitted from an**

**authorized testing center will be accepted.**

Go to your HESI account at [www.evolve.elsevier.com](http://www.evolve.elsevier.com)

1. HESI secured exams
2. HESI transcripts
3. Register for transcript
4. Pay \$15 and print receipt
5. Send scores to Tanya Elston by e-mail to: [elston@tarleton.edu](mailto:elston@tarleton.edu) OR Chelse Hatfield at [chatfield@tarleton.edu](mailto:chatfield@tarleton.edu) OR Janis Shoot at [shoot@tarleton.edu](mailto:shoot@tarleton.edu)

OR by mail to: Tarleton State University, Box T-0030, Stephenville, TX 76402

**4. Reference letters should be mailed to Box T-0500, Stephenville Texas, 76402.**

- a. Give the reference forms to three individuals who can attest to the following information about your performance and capabilities. Reference forms can be located at [www.tarleton.edu/nursing](http://www.tarleton.edu/nursing).

1. Academic performance and aptitude.
2. Ability to perform capably in positions of responsibility.
3. Potential to achieve the objectives of this program of study and/or your interest in the nursing profession.

Provide a stamped and addressed envelope to each person selected. **The envelope should be sealed by the evaluator with their signature across the seal.**

*NOTE: The School of Nursing Undergraduate Program Committee (UPC) considers the quality of your reference selections when evaluating your admission status as well as the content of the reference. For example, personal friends or relatives should not be asked to complete a reference for you.*

**5. Unofficial or copies of official Transcripts from Every College and/or University attended regardless of the number of credit(s) earned or whether or not the courses are part of the required course work for the nursing degree (not required to submit if Tarleton has transcripts).**

- a. You may send the unofficial transcripts and copies to [generic\\_nursing@tarleton.edu](mailto:generic_nursing@tarleton.edu). Tarleton must still have received all official transcripts.

**6. If an LVN and applying for the generic BSN program in Stephenville, please email your LVN license confirmation to [generic\\_nursing@tarleton.edu](mailto:generic_nursing@tarleton.edu).**

***Note:*** *It is the applicant's responsibility to determine the status of application materials. To determine whether all of your materials are in order, please email the nursing office at [generic\\_nursing@tarleton.edu](mailto:generic_nursing@tarleton.edu) prior to application deadline.*

**PLEASE PRINT INFORMATION**

Name: \_\_\_\_\_ SS#: \_\_\_\_\_

ID# \_\_\_\_\_

Current Address: \_\_\_\_\_  
Street Address City State Zip

Phone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Tarleton Email Address: \_\_\_\_\_

(Print neatly – notification of program status will be sent by email- Only Tarleton emails may be used for University communication to comply with Federal Law)

Currently Attending Tarleton: \_\_\_\_\_ Yes \_\_\_\_\_ No

Previously advised by a TSU Nursing Advisor? \_\_\_\_\_ Yes \_\_\_\_\_ No

If not attending Tarleton, have you applied? \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, when? \_\_\_\_\_

Have you received a letter of acceptance from TSU? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, provide copy during application process)

I am applying for: fall semester of \_\_\_\_\_ or spring semester of \_\_\_\_\_  
(Year) (Year)

**Required Non-Nursing Courses**

This semester I am enrolled in the following courses \_\_\_\_\_  
\_\_\_\_\_ at \_\_\_\_\_ college/university.

**Part II - Healthcare Experience**

**Nursing or Health Related Education/Experience:**

LVN or LPN? Yes No If Yes, License # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_  
If and LVN or LPN, do you hold an unencumbered license? If no, please describe reasons for encumbered license \_\_\_\_\_

Paramedic? \_\_\_\_\_ Yes \_\_\_\_\_ No If Yes, License # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

EMT? \_\_\_\_\_ Yes \_\_\_\_\_ No If Yes, License # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

Pharmacy Tech? Yes No If Yes, Registration # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_ Medication

Aide? Yes No If Yes, Permit # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_ Certified Nurse

Assistant? Yes No Registration # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_ other: Yes No

If yes, Explain: \_\_\_\_\_

### Part III – Narrative

In this part of the application you are asked to provide information to the School of Nursing Student Affairs, Matriculation and Academic Standards (SAMAS) Committee so they will come to know you on a more personal level as well as evaluate your writing style. Limit responses to the questions to three **handwritten** pages using paper you provide. Please take your time and consider carefully your responses to the questions listed. **Do not type this part of the application.**

1. Describe your reasons for choosing nursing as a career.
2. Describe your reasons for choosing the nursing program at Tarleton.
3. Describe your career goals and the way in which you think the nursing program at Tarleton will prepare you to attain these goals.
4. What do you perceive will be your greatest challenge to successful completion of the nursing program?
5. Include any additional information that you want the SAMAS Committee to consider.

Members of the School of Nursing SAMAS Committee will evaluate your narrative on content and quality using the following rating scale. Evaluation of quality will be based on spelling, punctuation, legibility of handwriting, grammar, and congruency of written dialogue with prompts 1-5.

**Rating Scale:** 4=Outstanding; 3=Good; 2=Fair; 1=Poor; 0=No Evidence

### Part IV - Eligibility Requirements for Licensure as a Registered Nurse

**Criminal Background Evaluation:** Upon tentative acceptance to the program you will be required to undergo a criminal history record check. The record check process includes: (1) the school submitting your name to the Texas Board of Nursing, (2) you completing the form provided by the school necessary to schedule a fingerprint appointment with an authorized service center; (3) electronic submission of your scanned fingerprints from the service center to the TX DPS/FBI; and (4) results of the record check delivered to the TX Board of Nursing from the TX DPS/FBI. Other required background checks you will complete include the OIG (Office of Inspector General) for HealthCare exclusions. The Board will send you a result card that identifies either that your record is clear or you need a Declaratory Order. You are required to submit this card to your clinical compliance document management system to receive final program acceptance. If a Declaratory Order is needed you will not receive final acceptance until we receive a copy of order that you receive from the Board.

**Eligibility for Licensure:** The Texas Board of Nursing has identified certain circumstances that may render a potential candidate ineligible for licensure as a registered nurse in the State of Texas. Eligibility for licensure upon graduation is one of the admission requirements for Tarleton's nursing program. If you must answer "YES" to any of the following questions or your result card from the Board does not show a clear criminal history record check, you must submit a copy of your Declaratory Order, or other appropriate ruling, from the Texas Board of Nursing to the nursing office before you can be considered for admission. Non-disclosure of relevant information raises questions related to truthfulness and character.

1.  NO  YES For any criminal offense, including those pending appeal, have you  
(You may only exclude Class C misdemeanor traffic violations):
  - A. Been convicted of a misdemeanor?
  - B. Been convicted of a felony?
  - C. Pled nolo contendere, no contest, or guilty?
  - D. Received deferred adjudication?
  - E. Been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
  - F. Been sentenced to serve jail or prison time? Court ordered confinement?
  - G. Been granted pre-trial diversion?
  - H. Been arrested or any pending criminal charges?
  - I. Been cited or charged with any violation of the law?

J.  Been subject of a court-martial; article 15 Violation; or received any form of military judgment/punishment/action?

2.  NO  YES Are you currently the target or subject of a grand jury or governmental agency investigation?
3.  NO  YES Has **any** licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a professional license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?
4.  NO  YES Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?
5.  NO  YES Within the past five (5) years have you been diagnosed with, treated, or hospitalized? If yes, indicate which:  schizophrenia and/or any psychotic disorder  bipolar disorder  paranoid personality disorder  antisocial personality disorder  borderline personality disorder?

### Declaratory Order Process

If you answered "YES" to any of the questions listed in this section, contact the nursing program's office at generic\_bsn@tarleton.edu and the Board's Education/Examination at [https://www.bon.texas.gov/forms\\_declaratory\\_order.asp](https://www.bon.texas.gov/forms_declaratory_order.asp) for a Declaratory Order Petition. The Board has the authority to make a decision regarding an individual's eligibility to take the licensing examination and licensure as a registered nurse. Processing your Petition may take 6 to 9 months or longer, depending on the circumstances. Once all requested documents have been received, the Petition will be submitted to the Board's Legal Department for review. You will be notified by the Board of Nursing when the review is complete.

### Part V – Certification of Facts and Signature

I certify the facts set forth in this Application for admission to the nursing program are true and complete to the best of my knowledge. I also certify that I completed Part IV of the application. I understand that the information provided is subject to investigation and that falsification of an application is cause for rejection or dismissal.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Tarleton State University, an Equal Employment Opportunity and Affirmative Action Employer and Educator, is committed to excellence through diversity.

Revised 1/10, 9/10, 7/11, 10/14, 5/18, 6/2019

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