



College of Nursing – RN to BSN Program

Admission Application Instructions

Who Should Use This Application?

These instructions have been prepared for applicants to the RN to BSN nursing program who are enrolled in or have completed an associate's degree in Nursing from an ACEN or CNEA accredited program. Please read these instructions carefully before completing the separate online application form.

If you are currently at another college or university and wish to come to Ohio State to complete **prerequisites** prior to admission to the nursing major, you need to complete the online Undergraduate Transfer Application in addition to this application. An additional fee may be required.

Consideration for Admission

The College of Nursing Undergraduate Admissions Committee reviews and makes final decisions on admission to the nursing program. All credits earned at another institution will be evaluated by the Transfer Credit Center for equivalency. Transfer credit evaluated to be "special" credit will be evaluated by the College of Nursing for equivalency.

To be considered for admission to the RN to BSN program, an applicant must have met the following requirements:

1. A grade of C- or better in all specified prerequisite courses.
2. A cumulative point-hour ratio of not less than 2.0 (on a 4.0 scale) on all college work.
3. RN Licensure prior to NRSADV 4240 (second or third semester depending on curriculum plan).
4. Associate degree or diploma from an ACEN or CNEA accredited nursing program. To check for accreditation, please visit:
 - ACEN: <http://www.acenursing.com/accreditedprograms/programSearch.htm>
 - CNEA: <https://cnea.nln.org/accredited-programs>

RN to BSN Prerequisite Courses:

- English 1110 First-Year English Composition (3 credit hours)
- Chemistry 1110 Elementary Chemistry OR Chemistry 1210 General Chemistry I (4-5 credit hours)
- Minimum of 6 credit hours of Biology, Anatomy, and/or Physiology coursework (6-7 credit hours):
 - Biology 1101 Introductory Biology OR Biology 1113 Biological Sciences
 - Anatomy 2300 Basic Human Anatomy OR Anatomy 3300 Advanced Human Anatomy OR EEOB 2510 Human Anatomy
 - 3200 Human Physiology OR EEOB 2520 Human Physiology OR PHR 3100 Human Physiology and Disease
- Microbiology 4000 Basic and Practical Microbiology (3-4 credit hours)

16-19 Total

Chemistry and Microbiology courses must include labs.

Courses listed above are Ohio State course numbers.

Students can fulfill nursing prerequisites by taking the Ohio State courses listed or comparable courses at other accredited institutions. Students may also earn credit for prerequisite course work through CLEP or department exams. Contact the Professional Admissions Office or College of Nursing for additional information.

Transfer Credit

Students can check their transfer courses for equivalency on Transferology (www.transferology.com) or contact the Office of Graduate and Professional Admissions with questions regarding prerequisite course equivalencies at other accredited institutions. **Although evaluation of transfer credit is a function of the Office of Graduate and Professional Admissions, applicants are responsible for ensuring they will complete the prerequisites or their equivalencies prior to entering the program.**

When to apply

The application windows for each term are listed below:

Summer term

January 16 - March 31

Autumn term

April 1 - June 30

Spring term

July 1 - October 30

Application Materials

The application materials listed here constitute a complete application for admission to the RN to BSN program. You may check the status of your application at <https://appstatus.osu.edu> but please allow at least **two weeks** from the time of submission. The Admissions Committee reserves the right to deny applicants for an incomplete application or improper accreditation.

Online Applicant for Admission

Use your correct legal name at the time you apply to the university. If your name or address changes prior to enrollment in the university, please access your Self-Service webpage after the change occurs to update your student record. Please provide any additional names which may be listed on your transcripts. Instructions to access this website will be emailed to you after your application is submitted.

Application Fee

A nonrefundable \$60 application fee is required of U.S. applicants; \$70 application fee is required of international applicants. No application fee is required if you are or have ever been enrolled as an undergraduate degree-seeking student at Ohio State.

Transcripts

Please use the "Upload Transcript" button to submit copies (front and back) of official transcripts from ALL institutions attended where college credit was earned – even if you attended while in high school.

International Credentials should include certified educational records and degree certificates or diplomas in the original language with English translations. Applicants who have attended Ohio State are not required to furnish Ohio State transcripts but must submit transcripts of any courses completed elsewhere. If you are admitted to the university, you will be required to send hard-copies of final official transcripts.

Submit only **scanned images of paper official transcripts** issued by your institution's Registrar. If your institution provides electronic official transcripts you may submit those via email at gpadocs@osu.edu. Make sure to mark out all U.S. social security numbers before scanning. Ohio State will not accept web reports, advising reports, self-reported scores, or transfer credit on another school's transcript.

Students who are applying from institutions other than Ohio State are asked to send updated transcripts directly to the Office of Graduate and Professional Admissions after each quarter or semester is completed. All transcripts from previous institutions **must be received** in order to be considered for admission.

Prerequisite Summary Worksheet

All applicants must complete the Prerequisite Summary Worksheet on the online application. All courses currently scheduled, or to be scheduled, prior to enrolling in the nursing major must be entered. This information will be helpful as an initial step in evaluating prerequisites for admission. Students can meet nursing prerequisites by taking Ohio State courses listed in these instructors or comparable courses at other regionally accredited institutions. **Course grades must be C- or higher.** Students may find many transfer

credit equivalencies at <https://www.transferology.com> . Please email the Office of Graduate and Professional Admissions at gpadmissions@osu.edu with any changes to your Prerequisite Summary Worksheet.

Resume

In addition to your academic background, the Admissions Committee gives serious consideration to the information provided on the resume you will electronically submit with this application. Your resume should be detailed including employment history with primary duties for each job, involvement in extracurricular/community activities, and leadership experiences. Please include an email address on your resume. Your resume to be uploaded must be in a Text file (.txt), Word document (.doc), Rich Text file (.rtf), or PDF document (.pdf) only. You cannot submit your application unless you click on the "Upload Resume" button in the online application and follow the directions to submit your resume electronically.

Personal Statement

The personal statement should be a one-page, single-spaced (12-point font, 1-inch margins) document written in a narrative format. Here are some recommended topics to consider when composing your statement:

- Current and future educational and/or career goals
- Academic record and its reflection on your academic potential (GPA, course grades, etc.)
- Any formal leadership experiences (charge nurse, department store manager, etc.)
- Awards or certifications you have received (work-related, educational, nursing or non-nursing certifications, awards from volunteering, etc.)
- Community service or volunteer activities

Your personal statement should be submitted at the same time as your application.

English proficiency requirements

Success at Ohio State depends upon the student's ability to converse, write, and understand English. To assure such competence, the university requires any applicant whose native language is not English, and who has been educated primarily outside of the U.S., to submit official TOEFL, MELAB, or IELTS scores. To be considered official, the scores must be sent directly from the testing agency to Ohio State. The test must have been taken within the last two years (three years for IELTS). Ohio State does not conditionally admit applicants who have not met the requirement for proof of English proficiency. Applicants who are citizens of or who have received a bachelor's degree or higher in one of the following countries are exempt from the TOEFL, MELAB, or IELTS requirement: Anguilla, United Kingdom, Antigua and Barbuda, Australia, Bahamas, Barbados, Bermuda, United Kingdom, Belize, British Virgin Islands, Canada (except Quebec), Quebec exceptions: McGill University and Concordia University, Cayman Islands United Kingdom, Dominica, England United Kingdom, Falkland Islands United Kingdom, Gibraltar United Kingdom, Grenada, Guernsey, Guyana, Republic of Ireland, New Zealand, Northern Ireland United Kingdom, Isle of Man, Jamaica, Jersey, Liberia, Montserrat West Indies, New Zealand, Saint Vincent and the Grenadines, Scotland United Kingdom, Tasmania, Australia, Trinidad and Tobago, United States of America, Wales United Kingdom.

No student will be considered for admission until proof of English proficiency is determined.

Minimum test scores

- TOEFL
 - 19 on each section of the paper-based TOEFL
 - 79 on the internet-based TOEFL or TOEFL Special Home Edition
- IELTS
 - 7.0 on the IELTS exam or IELTS Indicator

Financial requirements for student visa

International applicants who are determined to be academically admissible will be reviewed for sufficient financial resources. If determined academically admissible, applicants will be emailed an Affidavit of Support form and will be required to submit financial documents in order to produce the I-20 (for F1 visa) or DS-2019

(for J1 visa).

Financial Aid

All students are encouraged to apply for aid even though an admissions application may be under review. General information about the Office of Student Financial Aid is available at <http://sfa.osu.edu>.

The priority deadline for students applying for merit and need based university financial aid is February 1 for the next academic year beginning in Autumn. The Free Application for Federal Student Aid (FAFSA) can be accessed at www.fafsa.ed.gov and submitted electronically. Reapplication for aid is required yearly. For more information, you can reach Buckeyelink at the information listed here [http://contactbuckeyelink.osu.edu/](http://contactbuckeyelink.osu.edu) or by phone at 614-292-0300, toll free 800-678-6440.

Retention/reapplication information

Application materials are retained in the Office of Graduate and Professional Admissions for one year. The application and all supporting documents become the property of Ohio State and will not be returned to the applicant or forwarded to another institution. If you wish to reapply to the next year's class, it will be necessary for you to submit a new application. The new application must be received in the Office of Graduate and Professional Admissions by the deadline date listed on the website: gpadmissions.osu.edu.

Diversity statement

The Ohio State University is committed to building a diverse faculty and staff for employment and promotion to ensure the highest quality workforce, to reflect human diversity and to improve opportunities for minorities and women. The university embraces human diversity and is committed to equal employment opportunity, affirmative action and eliminating discrimination. Discrimination against any individual based upon protected status—defined as age, ancestry, color, disability, gender identity or expression, genetic information, military status, national origin, race, religion, sex, sexual orientation or veteran status—is prohibited. For further information, contact the Office of Human Resources, 1590 N. High St., Suite 300, Columbus, OH 43201-2190 or 614-292-4164.

Application Checklist
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Please use this checklist to ensure you have completed all necessary steps to apply to the RN to BSN Nursing Major in the College of Nursing. The following items are to be submitted to the **Office of Graduate and Professional Admissions**:

- Submit the completed online application which includes the Prerequisite Summary Worksheet and an electronic resume to upload. A non-refundable application fee, if required, will be payable by debit or credit card only.
- Request official and complete transcripts of all **non-Ohio State** post-high school course work to be sent to the Office of Graduate and Professional Admissions at the address below. All transcripts from previous institutions **must be received in order to be considered for admission**.
- If required, arrange to take the TOEFL, MELAB, or IELTS and have the score sent directly to Ohio State.

CONTACT INFORMATION

The Ohio State University
Office of Graduate and Professional Admissions
PO Box 182004
Columbus, OH 43218-2004
614-292-9444
gpadmissions@osu.edu
gpadmissions.osu.edu
Location: SAS Building, 1st Floor
281 W. Lane Avenue
Columbus, OH 43210-1132

The Ohio State University
College of Nursing
Office of Student Services and Success
106 Newton Hall, 1585 Neil Avenue
Columbus, OH 43210-1289
614-292-4041
nursing@osu.edu
www.nursing.osu.edu