Masters of Science in Nursing (MSN)
Admission Application Checklist & Instructions

Applying for Admission

The UAB School of Nursing collects applications via the UAB Graduate School Application System called TargetX. Please carefully read all directions below to ensure a smooth and successful application process. Successful application submission relies on careful completion of all application questions, requirements, and compliance with the directions.

APPLICATION DEADLINE
Please see the below link for the most up to date application deadline information:
CLICK HERE: https://www.uab.edu/nursing/home/academics/masters/msn-nurse-practitioner

Note: All application materials MUST be received by the published deadlines above in order for the application to be considered.

DISTANCE ACCESSIBILITY & YOUR STATE

Applicants to any of our distance-accessible programs should become familiar with the regulations governing distance accessible programs in their state. Prospective students residing in states other than Alabama should contact their state’s Board of Nursing and Department of Education for specific rules and regulations pertaining to completion of clinical learning experiences in that state when enrolled in a distance accessible program. The ability to conduct course work is only guaranteed for students in Alabama and in states with an established agreement.

To check on the status of your state, please click here.

Please follow the instructions carefully.

Please review these instructions/checklist carefully for required Master of Science in Nursing (MSN) Pathway admission information and note that your application will not be considered until all required items are completed for the processing of your UAB MSN application. Missing information will delay or disqualify your application.

☐ TargetX Application
• Submit an application to the UAB Graduate School here.
• Please answer the questions as required:
  ▪ For which of the following are you applying? Masters Degree
  ▪ Intended program of study: Nursing (MSN) or Nursing ADN to MSN Pathway (MSN)
    Note: Choose ADN to MSN Pathway (MSN) if you are an RN with Associates Degree in Nursing with a bachelor’s degree in a field other than nursing.
  ▪ Concentration: Please choose the concentration that you want to specialize. Be aware that there are some concentrations that are offered “summer only”. You will be able to select a 2nd choice advanced specialty concentration within the supplemental questions section of the application.
  ▪ Term: Choose a term of entry
Complete the TargetX Application supplemental questions and all of the following items

☐ Licensure and Certifications
  Upload all Licensure and Certifications
  • Nursing License
  • CPR certification

☐ Nursing Employment History
  • List all relevant employment

☐ Enrollment History
  • List ALL post-secondary colleges or universities that you have attended or are currently attending, beginning with the most recent. (even if only attended for ONE semester). Please list all enrollment history at the same time you order the transcripts.

☐ Request Transcripts

Request one (1) official transcript from every college or university you ever attended (even if no degree awarded) to be sent to UAB Graduate Admissions. Depending on which transcript service the prior institution uses, applicants should use gradschool@uab.edu as the email address or select the University of Alabama at Birmingham, Graduate Admissions as the receiving university. Transcripts forwarded from a student's email account will not be considered official.

**Please enter enrollment history at the same time you are ordering transcripts.**

Paper transcripts bearing a university seal sent directly to the Graduate School from the issuing school’s Registrar should be mailed here:

<table>
<thead>
<tr>
<th>US Postal Service</th>
<th>Shipping Companies</th>
</tr>
</thead>
<tbody>
<tr>
<td>UAB Graduate School</td>
<td>UAB Graduate School</td>
</tr>
<tr>
<td>LHL G03</td>
<td>LHL G03</td>
</tr>
<tr>
<td>1720 2nd Ave. S.</td>
<td>1700 University Blvd.</td>
</tr>
<tr>
<td>Birmingham, AL 35294-0013</td>
<td>Birmingham, AL 35294-0013</td>
</tr>
</tbody>
</table>

(If presently enrolled in a BSN program, have a copy of the current transcript sent in time to be received by the deadline and a final transcript sent directly to the School of Nursing (sonadmissions@uab.edu) when final grades and degree is posted).

☐ Submit official GRE, MAT or GMAT test score – Below are Institution code for UAB:
  - GRE – 1856
  - GMAT – 1856
  - MAT – 1017

  A minimum of 410 on the MAT, or a minimum of 480 on the GMAT, or 297 combined on the verbal and quantitative sections of the Graduate Record Examination (GRE)*

*The GRE, MAT, GMAT requirement is waived for students with a 3.2 or better GPA.

[Click here for more information on the GRE/MAT waiver process.]

**NOTE:** Approval for the GRE/MAT waiver does not imply or guarantee admission to the MSN degree options. When all of your transcripts are evaluated, if you do not meet the requirements, you will be notified that you need to take the GRE/MAT. Candidates not approved for the GRE/MAT waiver will be required to take the GRE/MAT before a final decision can be made on their application for master’s study. The UAB School of Nursing must receive the official score by the posted admission deadline. Applicants for the GRE/MAT waiver must meet the same requirements for admission to the MSN degree options as all other applicants.
Recommendations: Three (3) letters of professional reference and recommendation forms attesting to the applicant’s potential for graduate study. Suggestions include: healthcare supervisor or manager, faculty (recommended within the last 3 years), and healthcare professionals (not peers or family).

Personal Statement/Essay: Upload a personal statement/essay. Specific instructions are given under the “Supplemental Essay” section for required essay content and formatting (please answer all parts of the question).

Curriculum Vitae (CV)/Resume: Submit a current CV/Resume under the “Documents” section.

Submit/Application Fee: Submit application and pay fee payment online through TargetX via credit card (Domestic applicants and green card holders fee is $50.00 and international applicant fee is $60.00)

Please do not wait on transcripts or recommendations to be received to submit your application.

International Applicants:

Along with the requirements listed above, requirements for prospective international students include:

- First contact the UAB International Admissions (email: IntlAdmin@uab.edu; phone: (205) 934-4686) to determine eligibility to study in the U.S. and/or submit an application for admission to any UAB School of Nursing academic program. **Please note that we cannot ensure program eligibility unless you contact this office.**
- Have all foreign transcripts evaluated by the Educational Credential Evaluators, Inc. (www.ece.org) OR the World Education Services (www.wes.org), must be sent directly to the UAB Graduate Admissions. **(see above transcript instructions)**
- Have a completed degree equivalent to a bachelor’s degree in nursing from a regionally accredited educational institution in the United States
- Demonstrate English language skills by a score of 500 or higher on the Test of English as a Foreign Language, TOEFL
- Standardized test score minimum combined of 297 on the (verbal and quantitative sections) Graduate Record Exam (GRE).
- Possess a nursing license to practice nursing in the state where you plan to conduct your clinical practicum.

**IT IS THE APPLICANTS RESPONSIBILITY TO MONITOR THE STATUS OF THEIR APPLICATION ON A REGULAR BASIS. Please use the “Application Dashboard” section of the application to monitor the status of your application**

For questions regarding UAB MSN Program:
Contact Ms. Charlene Bender at cbender@uab.edu or call (205) 975-7529.