



## Application Letter and Instructions- Fall 2020 (August 24) Program Start

Dear RN Baccalaureate Completion Program Applicant,

Thank you for your interest in Minnesota State University, Mankato and our RN Baccalaureate Completion Program! Please read and follow the instructions to complete the program application. Admission will be considered upon successful completion of the entire application process.

Students are admitted to the RN Completion Program five times a year; Fall Semester (August and October start dates) Spring semester (January and March start dates) and Summer Term (May start date). The fall 2020 application due date is *April 1, 2020*. Students accepted during this application round will be eligible to start the RN completion coursework fall semester 2020, which officially begins August 24, 2020.

### About the RN Completion Program

- The RN completion program coursework is 100% online with the exception of experiential learning activities in your own community.
- Our program is not cohort-based and allows for individualization and flexibility for the working RN.
- All courses are asynchronous and you never need to come to campus.
- There are no mandatory log in times- do your schoolwork around work and family time.
- The program is 30 semester credits and comprised of seven courses.
- N320W must be taken the first semester of the program and N492 the last semester.
- All courses are offered every fall, spring and summer term.
- Fall and spring semesters are 16 weeks in length. We offer both 8-week and 16-week course options during these terms. Summer term is 10-weeks in length and is optional except for those who start the program in May.
- Students may enroll part time (1-2 courses/semester) or full time (3 or more courses/semester). Students who enroll in the program full-time should expect to complete the degree in 3 semesters (one year with summer enrollment). Part-time students can expect to complete the degree in 4 or more semesters, perhaps shorter depending on the number of credits completed each term. Students are also allowed to take a semester(s) off from the program if needed.
- Graduates are qualified for Public Health Nurse Certification and School Nurse Licensure
- Many graduates continue their education by enrolling in a variety of graduate programs.

**MINNESOTA STATE UNIVERSITY, MANKATO  
SCHOOL OF NURSING**

360 Wissink Hall • Mankato, MN 56001 • <http://ahn.mnsu.edu/nursing/>

Phone 507-389-6022(V) • 800-627-3529 or 711 (MRS/TTY) • Fax 507-389-6516

A member of the Minnesota State Colleges and University Systems and on Affirmative Action/Equal Opportunity University.

**RN Completion Program: 30 major core credits/7 courses**

NURS 320W Critical Inquiry and Evidence-based Practice for RNs (4)

NURS 362 Family and Societal Nursing for RNs (4)

NURS 382<sup>G</sup> Holistic Nursing Assessment and Practice (4)

NURS 402 Psychosocial and Interprofessional Communication for RNs (4)

NURS 420 Quality, Safety, Value and Informatics in Nursing Practice for RNs (4)

NURS 482W Population Focused Care for RNs (6)

NURS 492 Nursing Capstone and Leadership for Baccalaureate Practice (4)

**[Review the Curriculum](#)**

**Program Cost:** The total cost of the program, based on the 2019-2020 tuition rates, is under \$10,000. Students should anticipate additional costs for textbooks.

*Note: Full admission requires an unrestricted RN License (pass NCLEX-RN exam) by **Aug. 10<sup>th</sup>, 2020.***

Sincerely,

Laura Schwarz, DNP, RN, CNE  
RN-BS Completion Program Coordinator  
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*Thank you again for your interest in our RN Baccalaureate Completion Program!*

*~ School of Nursing*

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## RN Baccalaureate Completion Program

### APPLICATION PROCEDURES CHECKLIST-SUMMER 2020 (MAY 18) START

Be sure you are able to check each box *before* submitting the online RN-BS Completion Program application.

- **Apply and receive admission to the University for Fall 2020 *before* applying to the RN-BS Completion Program.**
  - Undergraduate Admissions- [Transfer Application Checklist](#)
  - If you were admitted to the University for Spring 2020 or earlier, but did not enroll in any coursework, please submit a new application indicating Fall 2020 as your intended start.
  
- **Request official transcripts from ALL post-secondary institutions you have attended.**
  - Official credit evaluations are completed by the Registrar, and *only* for admitted students.
  - Credit evaluations can take up to 10 business days to process after receiving admission.
  - Students will receive an evaluation via email when the process is complete.
  - If you have not received an evaluation within the 10 day time period, please contact the Registrar's Office directly, email: [transfer-evaluation@mnsu.edu](mailto:transfer-evaluation@mnsu.edu)
  - Evaluations will inform students of the University's General Education requirements fulfilled, and remaining. Students are encouraged to complete these requirements *prior* to making application to the program.
  - Students are responsible to ensure all coursework has been transferred and evaluated.
  - Transcripts from other Minnesota State institutions may be updated electronically, but it is the student's responsibility to notify the Registrar of this need. Office of the Registrar: 507-389-6266, or email: [transfer-evaluation@mnsu.edu](mailto:transfer-evaluation@mnsu.edu)
  
- **Complete a minimum of 30 college credits.**
- **Earn a minimum C grade in all previous nursing courses.**
- **Unrestricted RN license (pass RN-NCLEX-RN Exam) by *Aug. 10<sup>th</sup>, 2020.***
  
- **Minimum Total Cumulative GPA of 2.8 on a 4.0 scale.**
  - Total Cumulative GPA includes ALL coursework ever attempted.
  - The Total Cumulative GPA can be found on your completed Transfer Evaluation.
  - Students who have not met the minimum GPA, must appeal to have their application considered. Appeal instructions are listed below.

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## APPLICATION

If you have met ALL of the above criteria, please complete and submit the online RN-BS Completion Program Application for Summer 2020 (May 18<sup>th</sup> start date) at the following URL:

- [https://mnsu.co1.qualtrics.com/jfe/form/SV\\_aqZrx4xcUF5Baf3](https://mnsu.co1.qualtrics.com/jfe/form/SV_aqZrx4xcUF5Baf3)
- Copy and paste URL if needed
- Application due date: **April 1, 2020**
- **Note:** Application for admission to the RN Baccalaureate Completion Program is a separate process in addition to being admitted to the University.

## ADMISSION

We often have more applicants than seats available for each admission cycle. There are 100 seats for the fall 2020 (Aug 24<sup>th</sup>) start date. Admission is based upon the following system:

- Applicants who apply by the application due date will be admitted on a first-applied, first-qualified basis. Qualified applicants will be admitted in the order which they have applied. If we have more applications than the number of seats available, qualified applicants who have applied after the seats have filled will be placed on an alternate list in the order which they have applied.
- Applications will remain open after the due date with a first-applied, first-qualified alternate list. We will “close” applications 4-6 weeks prior to the start of the admission term for each application. Applicants on the alternate list will be admitted in the order they have applied, as space becomes available. Alternate list applicants will be notified of admission via e-mail. We may notify alternate students of their admission status up until two weeks prior to the start date.
- If space does not become available for alternate list applicants in the term (start date) for which they have applied, they will be offered admission to the following term (start date).

## NOTIFICATIONS

Admission letters will be E-MAILED on or before **April 27<sup>th</sup> for those who have applied by the due date.**

- Please keep an eye on the e-mail you listed in the application. (sometimes these letters may be filtered out to your spam/junk mail files)

## APPEAL PROCESS

### Admission Appeals

- If you wish to request to appeal a specific requirement (e.g. minimum GPA of 2.8, minimum of C grade in all nursing courses), send a letter of appeal explaining why you believe the admission requirement should be waived, along with an unofficial transcripts to [nursing-RN-BSN@mnsu.edu](mailto:nursing-RN-BSN@mnsu.edu).
- Appeals are assessed at the time we review applications.
- **Note: The RN license requirement cannot be waived.**

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