



# The University of Texas at Austin School of Nursing

## Advanced Practice Certificate Application Materials Checklist

**APPLICATION DEADLINE: *NOVEMBER 1***

The Graduate and International Admissions Center (GIAC) process applications for graduate admission. To apply for graduate admission to the School of Nursing the admission application must be completed electronically at [Apply Texas](#) during the open application period of ***September 1 through November 1***.

The following documents must be uploaded via the online [My Status](#) page by the APPLICATION DEADLINE of ***November 1***:

- ⑤ **Application**-GIAC process applications for graduate admissions. Applications are to be completed and paid at [Apply Texas](#). For additional information on Graduate admissions, please visit the [University of Texas at Austin Graduate School](#) webpage.
- ⑤ **Official Transcript(s)** from each **four-year academic institution** attended as well as **transcripts** for Associates Degree in Nursing (ADN), if applicable. ***All four-year institutions as well as institution of ADN, if applicable, must be entered on the application.*** Upload a copy of official transcripts that has been produced by the issuing institution within the past year; if admitted official, hard copy, transcripts are required.
- ⑤ Current **Curriculum Vitae (CV)** indicating educational background, professional experience, volunteer experience and other relevant information (e.g. publications, scholarship and awards, professional organizations and community activities).
- ⑤ **Statement of Purpose (SOP)** should be uploaded on the [My Status](#) page. ***DO NOT use the essay box on Apply Texas.*** *The SOP must be double spaced, 1 inch margins, 12-point font and maximum length of two pages, addressing the following:*
  - Discuss the development of your interest in continuing nursing **graduate** education.
  - Identify the application clinical specialty, describe the basis for this choice, and identify personal and professional goals.
  - Address reasons for wanting to become an advanced practice nurse.
  - Discuss any special circumstances that you believe require further clarification.
- ⑤ **Three Recommendations.** Provide the name, position and email address for three (ONLY) recommenders on the application for admissions. Recommenders are sent an email with instructions on completing the recommendation form. *\*If more than three recommenders are received, the first three are reviewed and the remaining are deleted.*
- ⑤ **International Applicants** must provide official report of Test of English as a Foreign Language (**TOEFL**).

For more information, contact Tracy Demchuk,

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