



The University of Texas at Austin School of Nursing

Advanced Practice Certificate Post-MSN Application Materials Checklist

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:

Acute Care PNP - *May 1 through September 15- Spring start*
AG CNS, FNP, Primary Care PNP, PMHNP – *Sept. 1 through Nov. 1 – Fall start*

The following documents must be uploaded via the online [My Status](#) page by the APPLICATION DEADLINE of **Sept 15** for the **AC PNP** and **Nov. 1** for the **AG CNS, FNP, PC PNP, & PMHNP**:

- 🌐 **Application**-GIAC process applications for graduate admissions. Applications are to be completed and paid at [Apply Texas](#). **Former or current graduate students of UT Austin see bottom of page****
 - For additional information on Graduate admissions, please visit the [University of Texas at Austin Graduate School](#) webpage.
- 🌐 **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.
- 🌐 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).
- 🌐 **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.
- 🌐 **Three Recommendations.** Provide the name, position and email address for **only** three recommenders on the admissions application. Using our secure, personalized form, three (3) professional recommendations that attest to the applicant's academic ability, professional competency and personal character must be submitted electronically by each recommender. *Instructions are sent via email directly to recommenders.*
 - Written recommendations are not accepted.
- 🌐 **International Applicants** must provide official report of Test of English as a Foreign Language (**TOEFL**).

For more information, contact Tracy Demchuk,

Assistant Director Graduate Academic Services, School of Nursing, at tdemchuk@nursing.utexas.edu.