

# APPLICATION INSTRUCTIONS Post-Master's Doctor of Nursing Practice

### Applications for the Post-Master's DNP Program are reviewed year-round.

## Deadlines for eligibility to begin coursework are:

- June 1<sup>st</sup> for Fall semester
- October 1st for Spring semester
- March 1<sup>st</sup> for Summer semester

#### To complete the application process, please do the following:

1. <b>Arrange for official transcripts</b> from <i>each</i> post-secondary college/university/school of nursing attended to be sent to the following address:
FPB Admissions Coordinator Case Western Reserve University Frances Payne Bolton School of Nursing Office of Student Services 10900 Euclid Avenue Cleveland, Ohio 44106-4904



	2.	<b>Upload the following information with your online application. (NOTE:</b> If you are unable to upload these documents, please send them directly to the FPB Admissions Coordinator by mail at the address in #2 or by email at <a href="mailto:admissionsfpb@case.edu">admissionsfpb@case.edu</a> .)
		• 3 Recommendations
		We prefer that you seek academic references—persons in a position to speak to your ability to complete doctoral work. One recommendation should be from a doctorally-prepared faculty member. Personal references will not be accepted. Complete the waiver section at the top of each online recommendation form and provide an email address for each person.
		• Statement of Research Interest
		Respond in essay form to the 2 questions listed below. Each question should be answered in one typewritten or word-processed page or less.
		<ol> <li>Discuss your educational and professional goals, short and long term, and how the DNP program will help you reach these goals.</li> <li>Discuss the topic that you would like to pursue for your DNP scholarly project and describe one clinical problem in that focus area that your project will help address. Additionally, discuss how your scholarly project focus matches with the interests and expertise of the doctorally-prepared faculty and resources at FPB School of Nursing.</li> </ol>
		• Resume or CV
		Include employment history, military service, community service, academic and professional awards, honors, fellowships, memberships and publications.
		• Other Credentials
		For Practice Leadership Elective: evidence of Advanced Practice Certification or eligibility to obtain Advanced Practice Certification
	3.	To apply to the Post-Master's DNP program, click here.
		NOTE: Most applicants will not be applying for admission as a member of an established cohort.
		Have credit card available to submit your \$75.00 application fee, if applicable.
		The <b>Apply Now</b> link takes you directly to our online application. If you are applying for the Post-Master's DNP Program, please select the following choices when in the application on the <b>Enrollment Information</b> tab:
		<ul> <li>Select "Post-Masters DNP (must have Master's degree)" from the choices listed on the Academic Program dropdown list</li> </ul>
		• Select " <b>DNP</b> " from the <b>Degree</b> dropdown list
		• Select the appropriate leadership electives ( <b>Clinical or Educational</b> ) that you would like to focus on within the program from the <b>Academic Plan 1</b> dropdown list.

Updated: 9/8/16

### If you have questions:

Phone: 216-368-2529

Email: <u>admissionsfpb@case.edu</u>

All materials submitted become the property of the School of Nursing and cannot be returned to the applicant. Any information about race, ethnicity, gender, color, national origin, religion, age, marital status, physical or mental disabilities is confidential and not used as criteria for admission decisions.

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