# APPLICATION INSTRUCTIONS

## Master of Science in Nursing Program

| Deadlines for Application and Supporting Materials: | • March 15th for Summer and Fall semesters  
• October 1 for Spring semester  
• Nurse anesthesia applicants must apply/submit credentials by June 1 to be reviewed for the following year (for example, nurse anesthesia applications, along with supporting materials, must be submitted by June 1, 2019 to be considered for Summer 2020) |

To complete the application process, please do the following:

- **Arrange for official transcripts** from each 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

- **Upload the following information with your online application.** (NOTE: If you are unable to upload these documents, please send them directly to the FPB Admissions Coordinator by mail at the address above or by email to admissionsfpb@case.edu)
  
  - **3 Recommenders**  
    We recommend RNs in supervisory positions at your current place of employment, professional colleagues who have earned advanced nursing degrees, and nursing instructors. **The preference is for nurses who know your clinical work.** Provide an email address for each person.
  
  - **Essay**  
    Please develop two paragraphs, each about 250 words (half page, single space, 12 point font) that inform the admission committee about your goals and yourself by using the following prompts:
1. Reflecting on your career progress and goals, what is your reason for applying to this particular program at this time?

2. Tell the admissions committee something about yourself that is not apparent from your application. Consider describing an event or experience that you think would positively influence our decision.

**Nurse Anesthesia Applicants Only – Please also include the following in your essay:**

- What shift do you work, and how many days per week do you work? Why did you choose that shift?
- Considering your current practice environment.
  - In what area of your practice do you feel your knowledge base is strongest?
  - In what area of your practice do you feel your knowledge base is weakest and what have you done to strengthen your knowledge in this area?
- Describe a time that you made an error in judgment.

- **Resume or CV**
  Include employment history, military service, academic and professional fellowships, memberships and publications

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To apply to the MSN program, [click here](#).

**NOTE: These instructions are for BSN applicants. RNs with non-nursing Bachelor's degrees should view the [RN to MSN with Portfolio application instructions](#).**

Have credit card available to submit your $75.00 application fee, if applicable. The **Apply Now** link takes you directly to our online application. If you are applying for the Master of Science in Nursing Program, please select the following choices when in the application on the **Enrollment Information** tab:

- Select “Master of Science in Nursing (MSN)” from the **Academic Program** dropdown list
- Select “MSN” from the **Degree** dropdown list
- Select the appropriate major that you would like to study within the program from the **Major 1** dropdown list. If you desire to study two majors, select the second major from the **Major 2** dropdown list. You may also choose subspecialties for certain majors.

The GRE/MAT are not required for application. While the GRE/MAT test scores are not required to apply, the scores may be requested for an admission decision.

- The exception to this are applicants for the joint degree MSN/MA in Anthropology, and joint degree MSN/MA in Bioethics, who should take the GRE. Applicants for the joint degree MSN/MPH may take either the GRE or MAT.

**Miller Analogies Test (MAT) or Graduate Record Examination (GRE)** and have official scores sent to Case Western Reserve University, Nursing Department. MAT: www.milleranalogies.com or 1-
If you have questions:

Phone: 216-368-2529
Email: admissionsfpb@case.edu

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.

- International applicants should take the Test of English as a Foreign Language (TOEFL)
- Nurse Anesthesia applicants must submit CCRN