



RN-BSN PROGRAM APPLICATION CHECKLIST

1. Make sure you meet the admission requirements.
 - Go to <http://sonhs.umkc.edu/academics/bsn/rn-bsn/>
 - Then scroll for the “Program Admission Requirements” section
2. Submit the UMKC Application: (application fee is waived for returning students who have completed at least 1 course)
 - Electronic application (try using Fire Fox instead of Internet Explorer):
https://umkc.umsystem.edu/psp/prdpr/EMPLOYEE/HRMS/c/UM_ADMISSIONS.UM_WEB_APP_LOGIN.GBL?AITS_HDR_CODE=3&IsFolder=false&campus=STNKCITY
 - \$35.00 fee payable with a credit card; **OR**
 - Printable application: <http://www.umkc.edu/apply/documents/umkc-application.pdf>
 - \$45.00 fee payable by check
3. **Do not** send transcripts to the School of Nursing and Health Studies. Transcripts are to be sent from every institution you have ever attended (however no high school transcripts are necessary) to either:

5100 Rockhill Road
AC – 120
Kansas City, MO 64110

(OR) EMAIL your Official Transcript to:
umkc-admtranscript@umkc.edu
4. **Please mail the following items to the mailing address listed below:**
 - <http://sonhs.umkc.edu/wp-content/uploads/2014/10/rn-bsn-app.pdf>
(RN-BSN Supplement Application - see page 8 of this packet)
 - \$20 Nursing Application Fee (application fee is waived for returning students)
(check or money order made out to UMKC School of Nursing and Health Studies)
 - <http://sonhs.umkc.edu/wp-content/uploads/2014/10/pers-resp.pdf>
(Personal Responsibility Statement- see page 9 of this packet)
 - Proof of your RN license showing the expiration date (go to the SBON website and print the page that lists your name, license number, and expiration date). **Please do not send a copy of your license.** In the event that you are preparing to soon take the NCLEX, you are expected to submit proof of licensure before the first day of class to the School of Nursing and Health Studies.
5. You will be sent two Acceptance Letters; one via U.S. postal mail from the University, and one via *email* from the School of Nursing and Health Studies which will include your Personalized Plan of Study, instructions to enroll, and an immunization form (you allowed to have 90 days to return it).

APPLICATION DEADLINES:

Spring December 2nd	Summer May 12th	Fall June 31st
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Contact Information:

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Mailing Address:

UMKC School of Nursing & Health Studies
Attn: RN-BSN Program
2464 Charlotte St.
Kansas City, MO 64108

<http://sonhs.umkc.edu/academics/bsn/rn-bsn/>