

**UNIVERSITY OF PITTSBURGH
SCHOOL OF NURSING**

**ACADEMIC POLICIES AND PROCEDURES FOR THE
GRADUATE PROGRAM**

TITLE OF POLICY: **ADMISSION, PHD PROGRAM**

ORIGINAL DATE: **SEPTEMBER 1993**

LAST REVEIWD/REVISED: **JANUARY 2014**

POLICY: Applications to the PhD program in nursing are reviewed by the PhD Program Director or designee and faculty members whose research interests are appropriate to the applicant's goals. Upon review of credentials and interviews, the Director and faculty members decide upon an admission recommendation. The Ph.D. Council then acts upon the recommendation.

The University of Pittsburgh, as an educational institution and as an employer, values equality of opportunity, human dignity, and racial/ethnic and cultural diversity. Accordingly, the University prohibits and will not engage in discrimination or harassment on the basis of race, color, religion, national origin, ancestry, sex, age, marital status, familial status, sexual orientation, disability, or status as a disabled veteran or a veteran of the Vietnam era. Further, the University will continue to take affirmative steps to support and advance these values consistent with the University's mission. This applies to admissions, employment, and access to and treatment in University programs and activities. Additional information on this policy is available at www.bc.pitt.edu/policies/policy/07/07-01-03.html.

Applicants to the PhD program in nursing should meet all of the following criteria:

1. A baccalaureate or a master's degree in nursing is preferred. Applicants who do not have a baccalaureate degree in nursing or a master's degree in nursing as the first professional degree will be considered individually.
2. Evidence of competence in scholarly research and the ability to communicate in writing as assessed by the submission of one original scholarly paper, and the essay section of the application addressing the reasons for selecting the University of Pittsburgh School of Nursing; one's long-term professional goals and how the PhD program will facilitate goal achievement; one's area of research interest; faculty who might be an appropriate match and why; and any professional experiences that have helped prepare the applicant for doctoral study.
3. Evidence of capacity and professional motivation for doctoral study as assessed in interviews with the PhD Program Coordinator and appropriate faculty.
4. Three letters of reference attesting to the applicant's capacity and potential for doctoral study. Two references should be from academic sources and one from a recent employer.
5. Evidence of a license to practice professional nursing if the student plans to be a TA/TF in a clinical course or if their planned area of research is based in a clinical area.
6. For applicants whose native language is not English, successful achievement on the TOEFL or IELTS (see Policy No. 201, Foreign Student Admission, Graduate Program).

For admission to Full Graduate Status, in addition to meeting the above criteria, an applicant must have a cumulative grade point average of 3.5 or above on a 4.0 scale and competitive scores on the Graduate Record Examination (GRE) taken within the past five years.

Applicants who have an acceptable score on another standardized test, such as the LSAT, GMAT, or MCAT, will be considered on an individual basis.

For individuals who do not fully meet the admission criteria in regard to the GRE score or GPA, Provisional Graduate status may be recommended.

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- PROCEDURE:**
1. Application forms and materials are secured from and returned to Student Services by the applicant.
 2. Application materials for each applicant are assembled and filed in Student Services.
 3. The application is reviewed by the Ph.D. Director. If needed, additional information is obtained.
 4. A minimum of three faculty (chosen on the basis of the research fit with the candidate), will interview the candidate.
 5. The academic advisor is chosen and he/she presents the candidate to Ph.D. Council.
 6. The Ph.D. Council acts upon the recommendation at the next regularly scheduled meeting.
 7. Applicants considered by the Ph.D. Council are notified in writing by Student Services of their admission status within five (5) days after the meeting.