

**UNIVERSITY OF PITTSBURGH
SCHOOL OF NURSING**

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

TITLE OF POLICY: **ADMISSION REQUIREMENTS FOR RN OPTIONS
TRACK APPLICANTS**

ORIGINAL DATE: JANUARY 2009

LAST REVIEWED/REVISED: DECEMBER 2017

POLICY: Applicants to the RN Options Track apply through Student Affairs and Alumni Relations, School of Nursing.

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.

The following criteria are required for admission:

- a. Successful completion of a nursing diploma or associate degree program.
- b. Cumulative Grade Point Average (GPA) of 3.0 on previous college and/or coursework, which must be semester credits or the equivalent.
- c. A copy of current RN license (students may be permitted to take theory courses only until evidence of successful completion of NCLEX is provided).
- d. Complete RN Options Track application
- e. Brief, typewritten essay.
- f. Current Resume

- g. Three letters of professional recommendation
- h. Formal Interview

Note: Applicants to the RN Options Track at the University of Pittsburgh at Bradford and at Johnstown will follow Policy #4, but not the procedure of Policy #4.

PROCEDURE:

1. Application may be made online at www.nursing.pitt.edu or in hard copy. Application materials are available in the Student Affairs and Alumni Relations Student Affairs and Alumni Relations Office, University of Pittsburgh, School of Nursing, 3500 Victoria Street, 239 Victoria Building, Pittsburgh, PA 15261 Students may apply for admission in the Fall, Spring or Summer Terms.
2. Applicant materials are assembled and filed in Student Affairs and Alumni Relations Student Affairs and Alumni Relations and must include:
 - a. Completed application for admission to the RN Options Track.
 - b. Application fee (non-refundable and does not apply to the payment of tuition).
 - c. Complete official transcripts from diploma or associate degree program and any other college level course work.
 - d. Copy of current R.N. license.
 - e. Brief typewritten essay.
 - f. Current Resume
 - g. Three letters of Professional Recommendation
- 3.
4. When the application is complete, the RN Options Admissions Committee will make decisions regarding admission.
5. Applicants are notified in writing by Student Affairs and Alumni Relations Student Affairs and Alumni Relations of their admission status.
6. Admission must be granted before registration is permitted.
7. A hold is placed on registration if the application is incomplete. Students may be permitted to take theory only classes during the first term of admission at the discretion of the RN Options Coordinator. All application materials must be submitted prior to registration for subsequent terms.

Academic Policies and Procedures
Undergraduate Program

Policy No. 4

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Reviewed: 08-09, 11-12, 12-17

Revisions approved by Faculty: