RN-BSN Application Guide

Prior to submitting your application, please review this guide to make sure all areas of your application are done correctly. If you complete the application incorrectly, you may be required to re-apply and pay the $55 fee again.

University Application

The University Application is through Cal State Apply. The application will open October 1, 2018 and close January 15, 2019. There is a non-refundable $55 fee. Once the University Application has been completed, the University will send an email with a Campus-Wide ID number (CWID). Please understand that you will not receive your CWID immediately after you apply. You will need to be patient as it may take a few days for your application to process. It’s important to note that the School of Nursing does not provide this information for you. This will come from Admissions and Records.

Official Transcripts

Official transcripts should be mailed to the School of Nursing only if you submit them by mail! Your transcripts will be delivered to Admissions and Records on your behalf. It may take time for your transcripts to be processed and your student portal to update. Please be patient. If your institution provides you with the option to send your official transcripts electronically, you will then need to send your transcripts to Admissions and Records.

(Preferred Option) Electronic: Send Electronic Transcripts directly to Admissions and Records. Do Not Submit to the School of Nursing. For more information about electronic transcripts, please visit Admissions and Records website.

OR

Mail: Submit one set of official transcripts to the School of Nursing from each regionally accredited institution. You will not need to send another copy to Admissions and Records. The School of Nursing delivers your official transcripts to Admissions and Records.

Mailing Address:
California State University, Fullerton
School of Nursing
Laurel Replogle
800 N. State College Blvd. Fullerton, CA 92831

An applicant can be denied if official transcripts are not received by the March 1, 2019 deadline. Make sure that the grades from Fall 2018 are included. You will be required to submit another copy if the transcripts are not current. You will receive a confirmation email with the official transcripts received once your application is reviewed by the advisor. Please do not email for a confirmation of your transcripts.

Disclaimer: If you have previously earned a bachelor’s degree in another field from a regionally accredited institution, you must select “seeking second bachelor’s degree”. You will be required to submit a new application and pay the $55 fee if you complete this section of the application incorrectly. This guide will help you fill out the application.
Cal State Apply
Guide for RN-BSN Application

Visit Cal State Apply (https://www2.calstate.edu/apply). You will want to select “transfer” as shown below.

No matter if you are a transfer student with only 60 or more semester units, an Associate degree, or bachelor’s degree earned, you must select “transfer” for the RN-BSN program.

Select “Apply for Fall 2019”.

The Fall 2019 application will be available on October 1, 2018.
If you have created an account through Cal State Apply, you will then need to enter your username and password. Click “sign in”. If you do not have an account, click “Create an Account”.

If you created an account with CSU Mentor (previous application system for Cal State Fullerton), you will not be able to use the same username and password. You must create an account through Cal State Apply.

Once you create your account, you will be directed to “Complete your Profile”. Select “Undergraduate” in the Education section.

Please note that the RN-BSN program is an undergraduate program. If you have a bachelor’s degree from a regionally accredited institution, you will still select “Undergraduate” as you are obtaining another bachelor’s degree. Please note that there are two options to select after you select “undergraduate”.

If you have no previous bachelor’s or higher degree, you will follow option (A). If you have a bachelor’s or higher degree, you will follow option (B).

**Education**

* What level of degree are you seeking?

Only select Graduate, including Credential and Certificate Programs if you have a Bachelor’s degree (or will have a Bachelor’s degree by your program start date) and are seeking a Master’s degree, teaching certificate or post-baccalaureate degree.

Only select Undergraduate if you are:

- A graduating high school senior or equivalent
- Seeking a Bachelor’s degree and are transferring from another institution
- Seeking a second Bachelor’s degree

Undergraduate
(A) If you have 60 semester units or an Associate degree, you must select “Transferring from a California community college …” and “Greater than or equal to 60 semesters …”

(B) If you have a bachelor’s degree from a regionally accredited institution, you must select “Seeking a second Bachelor’s Degree”.

Disclaimer: If you select the wrong section, you will be required to log back into your application or create an additional application and pay the $55 fee again. Make sure that you are selecting the correct option!
You will then need to answer the following questions to finish this page. Once you finish all sections on this page, select “Save Changes”.

* Have you previously attended a CSU campus and are returning to complete that earlier program of study?
   - Yes
   - No

* Most recent campus you attended

Campus Student ID

U.S. Military Status

* Indicate your anticipated U.S. Military Status at time of enrollment

Not a Member of the Military

U.S. Citizenship Status

If you are an International applicant, please select Non-Resident.

* U.S. Citizenship Status

U.S. Citizen

If a “Program Plans” box appears, select “Spring 2019” from the drop-down menu as your start term. You will then want to select “CSU Fullerton” in the Campus Name drop-down. This will provide you with the option to see the programs available and make it easier to find the RN-BSN program.
You will need to select the format in which you would like to complete the RN-BSN program. If you need to switch format, you will need to petition with your advisor. This will be only if you need to switch after you have been admitted.

You can email the Pre-Enrollment Advisor during the application review if you need to switch formats (bsn@fullerton.edu).

Students in the **Campus-Based Pathway** will complete nursing courses at the main Fullerton and/or Irvine campus. There will be one course (N 402L) that is offered off-campus. This clinical/lab course will be available to students within the following counties: Orange, Riverside, Los Angeles, and San Bernardino.

Students in the **Distance-Based Pathway** will complete nursing courses online; however, there are two courses that will be offered offline/in-person. There are two clinical/lab courses (N 340L & N 402L) that will be available to students in the following counties: Orange, Riverside, Los Angeles, and San Bernardino.

Once you select the format you would like to complete the program, select “I am Done, Review my Selections”. This will be toward the top of the page.
On the next screen, you will need to verify that you selected the correct program and format. Click “Continue to My Application”.

### Quadrant 1: Personal Information

You will need to complete each section under Personal Information.
Quadrant 2: Academic History

**College Attended:** Include all colleges you have attended.

**Transcript Entry:** You are not required to enter individual coursework into the application. You may select “I am not adding any college transcripts” in this section. Submission of official transcripts to the School of Nursing is required.

**GPA Entries:** Enter the grade point average (GPA) information for each institution attended as it appears on the transcript from each institution. If you are unable to locate the GPA on your transcript or you are not sure which GPA to use, estimates are acceptable. The information will be verified upon receipt of your official transcripts.

**Standardized Tests:** Regardless of citizenship, all applicants whose native language is not English must submit proof of English proficiency with an acceptance score on the TOEFL, IELTS, or PTE. Please visit the CSU Fullerton Admission website for score requirements. The School of Nursing does not require any additional standardize tests.
Quadrant 3: Supporting Information

Achievements: You are not required to include any achievements; however, you are welcome to add to this section.
Quadrant 4: Program Materials

After clicking on the last quadrant “Program Materials”, click on the name of the format to which you are applying to open up the portion of the application for the School of Nursing.

On the next page, you will see a series of tabs:

You will need to complete the requirements in each tab.

Documents Tab: Read the instructions that are included on this page.

You must upload all unofficial transcripts from every college/university attended. You can include all unofficial transcripts in one upload (if the file is 15MB or less). The application provides you with 5 unofficial transcripts uploads. If you have more than 5 official transcripts, please merge them together.
Questions Tab: Please complete each section.

Additional Information: Fill in all areas in this section to complete the last quadrant of the application.

Additional Information

* Have you previously applied to the CSUF RN-BSN program?
  - Yes
  - No

If yes, which term did you previously apply?

* Were you previously enrolled in the CSUF RN-BSN program (NOT including Jump Start courses)?
  - Yes
  - No

If yes, please indicate last term completed:

* Have you completed an RN-BSN Jump Start course through CSUF? (Check all that apply)
  - No, I have not completed any CSUF RN-BSN Jump Start Courses
  - NURS 305
  - NURS 310
  - NURS 340/L

* Have you already completed your Associate Degree in Nursing?
  - Yes
  - No

* Please indicate the term you completed or will complete your ADN:
How many years have you been employed as a Registered Nurse in the state of California? If you are not currently employed, please select “0”.

If currently employed as a RN, please indicate place of employment. If not employed, please write “No Work Experience.”

RN License/Memo

Do you have your California RN license?

☐ Yes  ☐ No

Please include your RN license number or anticipated date of NCLEX exam:

Once all sections have been filled, please select “Save and Continue”.

Save and Continue