Professional Statement and Resume Requirements

You must submit a Professional Statement and a Resume as part of your application to the graduate Nursing program.

Please prepare both of these documents as separate PDF, MSWord, or RTF files.

> Filename: Use your lastname-firstname as a file name for this document.
> e.g. Smith-Chris.pdf

Professional Statement:

This narrative is a very important part of your portfolio. The quality of the Professional Statement is often crucial in admissions decisions, since it may provide the Admissions Committee the only first-hand example of your writing skills and your ability to express your ideas in a clear, logical, and coherent manner.

> Please address EACH of the following in your professional statement:
>
> a. Explain why you have chosen your particular nursing Master's program (e.g. Nurse Educator, Nurse Administrator, etc.) and discuss how your work experiences (paid and voluntary) will fit with this program.
> b. Define your professional goals and how this program will contribute to your achieving them.
> c. Discuss your academic and leadership strengths.
> d. Discuss your academic and leadership areas in need of improvement.
> e. Identify a contemporary problem in your chosen program of study and discuss, specifically but briefly, a potential solution to the problem.
>
> Consider this your opportunity to communicate with the Admissions Committee members about your professional background and reasons for pursuing a graduate degree in nursing administration at this point in your career.
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> The professional statement should be three to four typed, double-spaced pages and should focus in detail on all the elements noted above. The document should be submitted with your application as an uploaded MS Word "doc." File.

Resume:

Along with standard resume information (work experience, education, professional accomplishments, etc.) include the following:
> - RN License Certificate Number (including state of licensure)
> - Have you ever had disciplinary action taken regarding your nursing license?
>   If so, please explain.