BSN: Complete Application Instructions (12/14/21)

WCU School of Nursing uses a two-step process for admissions: application and admission to WCU in general, and application and admission to the BSN program through NursingCAS (centralized application service).

WCU NursingCAS Instructions

Note: Chrome and Firefox are the preferred browsers for NCAS.

<mark>If you are applying to any other school, make sure that you complete all portions of the application that are required for those schools as well.</mark> These instructions are just for WCU.

1. Go to NursingCas and select the term for which you are applying: https://nursingcas.liaisoncas.org/apply/
2. Create an account in NursingCAS
3. Log in, and select Western Carolina's BSN for the semester that you want (this will be your intended start semester)
4. Complete each section (Note: some sections will end without a "continue" button; use the menu on the left to continue.)
5. Special instructions for Academic History section:
    a. High school attended: enter this info
    b. Colleges attended
        i. Enter each college you have attended
        ii. A screen will appear letting you know the transcript requirements for each of the nursing schools to which you are applying
        iii. **For WCU, it will ask for unofficial transcripts; these are REQUIRED--**

          iii. If you took AP tests for pre-requisites enter info on these tests

6. Special instructions for the Supporting Informa

> official documents to be sent to the WCU Admissions (using the info above, under Transcripts)
>
> 2. "Catalog Course Descriptions": use this area to upload copies of any email conversations about approved pre-reqs or any course descriptions or syllabi for coursework that does not appear in WCU's LookUp tool

8. Review your application for completion
9. Submit and pay the NursingCAS processing fee
10. Check your application status:
    a. If it is truly complete, it should say COMPLETE
    b. If it says RECEIVED, this means that it has been submitted but is not complete; check for common errors
        i. Missing unofficial transcripts under Academic History: Colleges Attended
        ii. Missing other required documents under Program Materials: Documents
        iii. Missing ID number under Program Materials: Questions

If you are able to submit both applications before the deadline, you will be helping us here in

Questions may be directed to wcunursing@wcu.edu or 828-227-2892. Wishing you the best!