

---

700 Tiverton Ave.  
Factor Building  
Box 951702  
Los Angeles, CA 90095-1702

Dear Potential Applicant,

Thank you for your interest in the UCLA School of Nursing. The Master of Science in Nursing (MSN) curriculum is arranged to offer the student a choice in advanced practice roles. We offer the clinical nurse specialist or nurse practitioner role available in various specialties. Our master's curricula are focused on the preparation of nurses to work in culturally diverse communities and manage various patient populations.

The UCLA program is among the top nursing programs in the country. We believe we have much to offer you as a potential nursing student. In our program you will develop a strong theoretical base upon which to build your clinical, research, and leadership skills. Resources available to students enrolled in the School of Nursing include a computer laboratory with access to a mainframe computer and other up-to-date equipment to support advanced graduate study. In addition, one of the nation's premier biomedical libraries with computer search services is located right next door in the Center for Health Sciences. Opportunities exist to collaborate with researchers and clinical experts in many departments. Our graduate students participate in clinical practice at numerous locations within the Southern California area as well as at the new Ronald Reagan UCLA Medical Center, Mattel Children's Hospital and the Resnick Neuropsychiatric Hospital at UCLA where they are exposed to a wide variety of interesting and often unique clinical cases.

We accept applications for the Fall Quarter only and the deadline to apply for Fall 2020 is **December 1, 2019**. The Admissions application will be available in September at [www.grad.ucla.edu](http://www.grad.ucla.edu).

For more information we encourage you to visit our website at <http://nursing.ucla.edu>. If you have questions on the admission process, you may contact Mark Covin at [mcovin@sonnet.ucla.edu](mailto:mcovin@sonnet.ucla.edu), Jeimy Gama at [jgama@sonnet.ucla.edu](mailto:jgama@sonnet.ucla.edu) or Stephanie Dominick at [sdominick@sonnet.ucla.edu](mailto:sdominick@sonnet.ucla.edu). We will be happy to answer your questions.

Sincerely,

*Mark Covin*

Mark Covin  
Recruitment & Admissions Coordinator  
UCLA School of Nursing

# MSN/APRN Application Procedure

Students are admitted for the fall quarter only. The Graduate Division application and the School of Nursing supplemental application have been combined into **one online application**. It can be found at [www.grad.ucla.edu](http://www.grad.ucla.edu). You **do not** have to submit 2 separate applications. Please note that the deadline to submit your application is **December 1<sup>st</sup>**.

## Items that you must submit as part of your online application:

### 1. STATEMENT OF PURPOSE

Please provide a written statement (2-3 typewritten pages, double spaced) that includes your own assessment of your potential for graduate study, your reason for selecting the UCLA School of Nursing and a clear statement of your goals for advanced practice including your area of clinical interest, multicultural experiences, bilingual abilities and/or any disadvantage experiences should also be included here. This is your opportunity to include additional information relevant to the criteria for admission. When writing your Statement of Purpose, please refer to the *evaluation criteria* included in your application packet. **Please upload the document into the online Graduate Division application.**

### 2. RESUME

Please upload your resume to the online application.

### 3. RECOMMENDATION FORMS

Three are required. **You do not need to send your recommenders the form.** Once you fill out their contact information in the online application, they will automatically be sent a link to complete the form.

### 4. PERSONAL HISTORY STATEMENT

This statement should not duplicate the Statement of Purpose. Describe how your background, accomplishments, and life experiences led to your decision to pursue the graduate degree for which you are applying. Include any educational, personal, cultural, economic, or social experiences, challenges or opportunities relevant to your academic journey. Describe any aspects of your personal background, accomplishments, or achievements that will allow the department to evaluate your contributions. Contributions to diversity, such as efforts to advance equitable access to education, public service that addresses the need of a diverse population.

### 5. TRANSCRIPTS

Please send **one official copy** of transcript from the school at which you completed your Bachelor's degree(s). We also require **one official copy** of transcripts from other schools at which you completed prerequisite classes.

Please send official transcripts to:

Student Affairs Office  
Attn: MSN/APRN PROGRAM  
2-150 Factor Building  
Box 951702  
Los Angeles, Ca. 90095-1702

## Materials listed on the application that are NOT required for School of Nursing Applicants:

- GRE scores
- Writing Sample

## Questions?

Processing of Applications:

Mark Covin – Student Recruitment and Admissions Coordinator: [mcovin@sonnet.ucla.edu](mailto:mcovin@sonnet.ucla.edu)

Jeimy Gama – Student Recruitment and Admissions Coordinator: [jgama@sonnet.ucla.edu](mailto:jgama@sonnet.ucla.edu)

Stephanie Dominick – Student Service Coordinator: [sdominick@sonnet.ucla.edu](mailto:sdominick@sonnet.ucla.edu)

We applaud your interest to begin the next phase of your next journey within Nursing, one of the most rewarding professions in the world!

All applications are reviewed through the same process. Your application is how the Admissions Committee and faculty see all that you have to offer. Since there are no personal interviews, your application is critical to introducing the Admissions Committee to who you are as a person and the strengths you would bring to the UCLA School of Nursing. Remember, admission is extremely competitive.

So YOU hold the key to the strength of your application. Here are the components of the UCLA Advance Practice application and some tips we want to give you. While no one area of the application will assure your admission, we hope that the following tips help you present yourself to the admissions committee in the best possible way.

- **Grade Point Average**
- **Statement of Purpose**
- **Resume**
- **Letters of Recommendation**

Please note that our process takes a more “holistic” approach – we look at the “big picture” and no one item of the application is the only thing considered.

#### **Disclaimer**

The pool of applicants is extremely competitive. While we do our best to provide information, our guidance is simply advice and will not guarantee admission.

### **Grade Point Average (GPA)**

You will provide an official transcript as part of your School of Nursing Supplemental Application. Some points are assigned to your GPA. But GPA is NOT the whole picture.

- DO NOT duplicate information about your GPA in your “statement of purpose” – reviewers can see your transcript.
- If your grades have been less than stellar, but you improved them in later courses, address what you did to improve in your “statement of purpose”
- GPA is NOT the only area or item reviewers weigh – so just because you do not have a 4.0 does not mean you will not be considered, just as a 4.0 GPA (or higher) does not guarantee admission.

## **Statement of Purpose**

The “Statement of Purpose” is your opportunity to shine and should be PERSONAL to YOU. It is your opportunity to share with reviewers important information that might not be in your GPA, Resume or Letters of Recommendation. Remember, this is the ONLY opportunity to share why YOU deserve to be one of the few students admitted. You have to set your application apart from all the other applications.

Please read the instructions carefully and address all items: if you write more about yourself, you give the reviewer more opportunity to consider other factors that they would not otherwise know. Here are a few things that reviewers look for:

- ✓ Your self-assessment of potential for graduate study and advanced practice specialization (be sure to be specific about the area of specialization you aim to pursue)
- ✓ Clearly stated goals demonstrating an understanding of the advanced practice role
- ✓ Clinical experience as a Registered Nurse
- ✓ Multicultural experiences, diversity (should include examples)
- ✓ Bilingual ability (describe your level and how you achieved this)
- ✓ Examples of responding to challenges or adversity (e.g. being the first generation in your family to attend college, overcoming specific hardships, etc.)
- ✓ Accomplishments – make sure they are also in your resume
- ✓ Leadership activities and qualities (provide specific details of when, where and how long)
- ✓ Membership in Professional Organizations (any activities you have participated in)

Common mistakes to avoid:

- Clichés.
- Giving lists of qualities you possess, trying to convince the reviewer you know what is associated with being an advanced practice nurse.
- Saying how smart you are.
- Making it too general (as if it could be written by anyone. Make it specific ABOUT YOU and why YOU want to be a nurse)
- Going over the page limit or disregarding instructions (e.g., single spaced, small font, etc.)
- Forgetting to review your Statement for errors in spelling, grammar, etc. (Pay attention to spellcheck and grammar check). While it is NOT allowed to have someone else write your Statement (that is considered “academic dishonesty” at the University level), have someone read it – they may see things you do not.
- Being superficial
- Devoting too much space saying how great UCLA is and how much you have always wanted to attend.
- Not connecting your goals to the role of the advanced practice nurse in a specific area (e.g, a Clinical Nurse Specialist or Nurse Practitioner).

There are many resources on the internet to help guide you to put yourself in the best light. Here is a link you can review as you fashion YOUR distinct “statement of purpose”. While written by a liberal arts professor (Vince Gotera, University of Northern Iowa), the advice about writing graduate school statements in general is excellent:

<http://www.uni.edu/~gotera/gradapp/stmtpurpose.htm>

## **Resume**

This is vital and reviewers look to your resume for your accomplishments and experiences, so make sure it is complete and reflects your employment, clinical experience, leadership activities, community service, volunteer activities and other creative experiences. If you held a leadership position, provide specific details of when, where and how long you had a leadership role.

If you have listed volunteer activities, quantify how many hours you devoted to them per day or per week or per month, and note over what period of time (e.g., for 1 month, for 2 years, etc).

## **Letters of Recommendation**

Three Letters of Recommendation are required for the Advanced Practice Registered Nurse (APRN) Program and they are a crucial part of your application. Please follow the directions carefully regarding WHO should be writing a letter of recommendation for you:

- One letter from a current or recent supervisor in some capacity: a letter from a supervisor, charge nurse, or employer is MANDATORY
- One letter should be from someone in academia (i.e., Undergraduate instructor or Prerequisite instructor) that speaks to your academic preparedness for graduate study
- Limit to only one physician letter
- No letters from co-workers, family members, or friends

Tips:

- ✓ It may be helpful to share your Statement of Purpose with people who are writing Letters of Recommendation for you as well as talk with them about your goals.
- ✓ Make sure the person can be honest about their evaluation of you.

## **One last note...**

While we wish we could admit every qualified candidate, as you are probably aware, admissions to Nursing programs are HIGHLY competitive. Each applicant pool is different and everything starts fresh each year.

**ANY CHANGES IN YOUR APPLICATION OR ACCOMPANYING DOCUMENTATION, MUST BE SUBMITTED BY JANUARY 15TH.**

Wishing you success!

## UCLA Registrar's Office Annual Academic Calendar 2020-21

SUMMER HOLIDAYS 2020	
Independence Day holiday	Friday, July 3
Labor Day holiday	Monday, September 7
FALL QUARTER 2020	
Quarter begins	Monday, September 28
Instruction begins	Thursday, October 1
Study List deadline (becomes official)	Friday, October 16
Veterans Day holiday	Wednesday, November 11
Thanksgiving holiday	Thursday-Friday, November 26-27
Instruction ends	Friday, December 11
Common final exams	Saturday-Sunday, December 12-13
Final examinations	Monday-Friday, December 14-18
Quarter ends	Friday, December 18
Christmas holiday	Thursday-Friday, December 24-25
New Year's holiday	Thursday-Friday, December 31-January 1
Winter campus closure	TBD
WINTER QUARTER 2021	
Quarter begins	Monday, January 4
Instruction begins	Monday, January 4
Study List deadline (becomes official)	Friday, January 15
Martin Luther King, Jr. holiday	Monday, January 18
Presidents' Day holiday	Monday, February 15
Instruction ends	Friday, March 12
Common final exams	Saturday-Sunday, March 13-14
Final examinations	Monday-Friday, March 15-19
Quarter ends	Friday, March 19
SPRING QUARTER 2021	
Quarter begins	Wednesday, March 24
César Chávez holiday	Friday, March 26
Instruction begins	Monday, March 29
Study List deadline (becomes official)	Friday, April 9
Memorial Day holiday	Monday, May 31
Instruction ends	Friday, June 4
Common final exams	Saturday-Sunday, June 5-6
Final examinations	Monday-Friday, June 7-11
Quarter ends	Friday, June 11
Commencement Ceremonies 2021	<a href="#">Commencement website</a>

# UCLA School of Nursing

## Financial Aid- APRN Important Dates

December 1, 2019

Submit 2020-2021 Graduate Fellowship Application

Application is part of the Graduate Admissions online application.

For additional information check [www.grad.ucla.edu](http://www.grad.ucla.edu) , click prospective students, support for entering students.

March 2, 2020

Submit FAFSA( Free Application for Federal Student Aid)

Apply online: [www.fafsa.gov](http://www.fafsa.gov) (school code: 001315)

May 30, 2020

School of Nursing scholarship applications will be emailed to admitted students who have indicated intent to register.

Always keep your contact information ( address, phone, email) up-to-date to ensure receipt of communication from the Student Affairs Office.

**2019-2020 - NURSING BUDGETS**

**OFF-CAMPUS**

<b>Budget Code</b>	<b>PHD-Grad</b>	<b>MSN-Grad</b>
	<b>NA or NC</b>	<b>NG or NI</b>
University Fees	\$ 12,953	\$ 25,139
Room & Board	\$ 19,287	\$ 19,287
Books & Supplies	\$ 1,662	\$ 1,662
Transportation	\$ 1,443	\$ 1,443
Personal	\$ 2,337	\$ 2,337
Health Insurance	\$ 4,318	\$ 4,318
Loan Fees	\$ 794	\$ 794
<b><i>Continuing Student Total</i></b>	<b><i>\$ 42,794</i></b>	<b><i>\$ 54,980</i></b>
Document Fee	\$ 100	\$ 80
<b><i>Entering Student Total</i></b>	<b><i>\$ 42,894</i></b>	<b><i>\$ 55,060</i></b>

**COMMUTER**

<b>Budget Code</b>	<b>PHD-Grad</b>	<b>MSN-Grad</b>
	<b>NE</b>	<b>NK</b>
University Fees	\$ 12,953	\$ 25,139
Room & Board	\$ 9,924	\$ 9,924
Books & Supplies	\$ 1,662	\$ 1,662
Transportation	\$ 1,665	\$ 1,665
Personal	\$ 1,920	\$ 2,337
Health Insurance	\$ 4,318	\$ 4,318
Loan Fees	\$ 794	\$ 794
<b><i>Continuing Student Total</i></b>	<b><i>\$ 33,236</i></b>	<b><i>\$ 45,839</i></b>
Document Fee	\$ 100	\$ 80
<b><i>Entering Student Total</i></b>	<b><i>\$ 33,336</i></b>	<b><i>\$ 45,919</i></b>
<b><u>Non-Resident:</u> Add</b>	<b>\$ 15,102</b>	<b>\$ 12,245</b>

Note: Tuition is subject to change

**UCLA**

School of Nursing

## Disclaimer

**THE POOL OF APPLICANTS IS  
EXTREMELY COMPETITIVE.**

**WHILE WE CAN DO OUR BEST  
AND PROVIDE ADVICE, OUR  
GUIDANCE IS SIMPLY ADVICE  
AND WILL NOT GUARANTEE  
ADMISSION**