

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!