



Bachelor of Science in Nursing Program Online Program Application Instructions

Selective Program

The Bachelor of Science in Nursing (BSN) Program is a selective program which requires students to meet all program application requirements before being eligible to apply. To be considered for the program, an application must be submitted during the application periods. Due to limited resources, some applicants who meet all program application requirements may not be admitted to the program for the current application period.

Program Selection Process

The BSN Program selection process is **Competitive Entry** and is **based on a Point System**. Points are awarded on core curriculum, percentage of core curriculum completion, GPA of conferred Associates of Applied Science in Nursing, number of years of RN experience and additional points. There is a **Cutoff Score** each application period based on the applicant pool, the number of slots available, and varies per application period. Qualified applicants are ranked from highest to lowest points and admission is based solely on this ranking.

BSN Program Timeline

Due to the COVID-19 Pandemic, the program timeline is subject to change. Please view updates on the BSN website. <https://nah.southtexascollege.edu/bsn/index.html>

Notification of Application Status

Applicants will be notified of application status through Jag email. Applicants with total points **above** the cutoff score will be admitted and applicants with total points **below** the cutoff score will be denied. Applicants with total points **equal** to the cutoff score will be designated as alternates. Should any of the admitted applicants decline admission, an alternate will be admitted to the program. A random draw (through a lottery system) of alternate applicants will be used as needed.

Note: The applicant is responsible for submitting all the required information and documents through the BSN Online Application. Incomplete applications will not be considered.

Application – Instructions and Checklist

Please read the instructions carefully. Use the checklist to gather the necessary documentation before beginning the Online Application. If you do not have all the required information or documentation, the Application will not save, and you will have to restart the Application. You can submit **one Application** online per application period. Save required documents as PDF files and label accordingly.

- You will need your STC username and password, and it is the same one used for Jagnet
- Make sure your name, address, telephone number, and email are correct on your JAGNET; log on to [Jagnet Homepage](#) if not accurate. At the bottom of the page, you will find Student Services, then click on **View/Update Personal Information**. When you log on to the Application; it is ok that you do not see the information update right away; it will update eventually.
- If not updated, TSI College Readiness Standard or TSI Exemption Standards (see Degree Works on “TSI Section”), please contact the Assessment Center at 956-872-3484 or the Advising Office at 956-872-8372 to update.
- If you are a transfer student from another college/university, please verify that your transcripts have been evaluated and reflect on your Degree Works. If you have questions, please email admissions@southtexascollege.edu
- Please download the [BSN Core Curriculum Worksheet](#) and complete it. Please complete it on Excel so that the grades calculate your GPA and percentage. The Worksheet will be part of the Application to upload and to answer questions 2 and 4. Once it is complete, save it as a PDF.
- Download a copy of your current, unencumbered RN license to practice in Texas or an Enhanced Nurse Licensure Compact RN License, please obtain from the [Texas Board of Nursing website](#). (save as PDF)
- Official transcripts of record that include the following: (save as PDF)
 - Conferred Associate of Applied Science – Associate Degree Nursing (AAS-ADN)
 - With a cumulative GPA of 2.5 or higher
 - Completed at least a minimum of 24 credits of Core Curriculum with a cumulative GPA of 2.5 or higher
- Information Session [Certificate of Completion](#) (save as PDF)
If you cannot open the questions for the certificate, please go to the [BSN Website](#) and click on Post Exam.
- Personal letter of intent – tell us why you are pursuing your BSN – please make sure it is signed and saved as a PDF
- Curriculum Vitae (CV) detailing your academic career and professional experience; [see sample and instructions of CV](#). (save as PDF)
- Three completed [Applicant Reference Forms](#) of professional recommendation from faculty members, colleagues or employees, forms must be emailed to BSNdept@southtexascollege.edu by the deadline.

- Official documentation of all required immunizations – All immunizations/titers must be from a US medical source. The student may contact [Clinical Affairs Specialist](#) to have their immunizations (shot record) reviewed or questions. (save as PDF)
 - Tetanus/Diphtheria/Pertussis (Tdap) – within in last ten years
 - Hepatitis B – complete three (3) vaccine series (series takes 4-6 months to complete) or titer report proving immunity
 - MMR (Measles, Mumps, Rubella) – Two (2) doses required or titer report proving immunity
 - Varicella (Chicken Pox) – Two (2) doses required or titer report proving immunity
 - Meningitis (for entering students 21 years old and under) – one (1) dose is accepted if within the last five years or must have two completed doses
 - [NAH Functional Abilities Standards Form](#) Read, sign, include your STC ID and save the form as PDF to upload
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Once you have checked everything above, you are ready to apply to the BSN Online Program Application. The student will upload the items listed below to the Application. Therefore, save documents as PDF files before uploading. The uploaded documents will be reviewed for accuracy and validation. If the documents are not visible or missing information during the reviewing process, the Academic Coach will inform you through Jag email. Any tampering of documents or reporting false information will result in disqualification from the application pool and the program.

- Upload the BSN Core Curriculum Worksheet
- Upload the RN License from the TBON website
- Upload the Official transcripts of record that include the following:
 - Conferred Associate of Applied Science – Associate Degree Nursing (AAS-ADN)
 - With a cumulative GPA of 2.5 or higher
 - Completed at least a minimum of 24 credits of Core Curriculum with a cumulative GPA of 2.5 or higher
- Upload the Information Session Certificate of Completion
- Upload the Personal letter of intent
- Upload the Curriculum Vitae
- Upload the Official documentation of all required immunizations requirements (save as PDF)
 - Tetanus/Diphtheria/Pertussis (Tdap) – within in last ten years
 - Hepatitis B – complete three (3) vaccine series (series takes 4-6 months to complete) or titer report proving immunity
 - MMR (Measles, Mumps, Rubella) – Two (2) doses required or titer report proving immunity
 - Varicella (Chicken Pox) – Two (2) doses required or titer report proving immunity
 - Meningitis (for entering students 21 years old and under) – one (1) dose is accepted if within the last five years or must have two completed doses
- Upload the [NAH Functional Abilities Standards Form](#)

You are ready to apply.

- Log on to <https://applynah.southtexascollege.edu/login>
- Read the Application Overview, then click next
- Review your TSI status, and click next.
- Review your Student Information; if this is incorrect, please follow the steps above. If you have already changed it, please click next. It takes a while to update.
- Use the Core Curriculum Worksheet, Curriculum Vitae, and Transcript to answer the questions, then click next.
- Now upload your documents to the Application in each category. Make sure this part is complete and documents are visible. Incomplete applications will not be considered.
- Review your points. If there is a discrepancy, please email Academic Coach at BSNdept@southtexascollege.edu to verify, if applicable.
- Read carefully and click each Acknowledgement, then click next.
- Review the entire Application, then click Submit.
- Log back into the Application.

If it reads, **Under Review**, your Application was submitted and is waiting to be reviewed. Once it is reviewed, it will change to either **Complete**, **Pending**, or **Incomplete**.

- **Complete** – means your Application is complete and will be considered in the application pool.
- **Pending** – means your Application is pending an item or clarification which needs to be fixed and submitted by the deadline, but it will be considered in the application pool.
- **Incomplete** – means you are missing requirements or the uploaded documents you submitted do not meet the criteria. The program will email you regarding what is missing to your Jagmail to resubmit the proper documents by the set deadline in the email, if not submitted by the deadline, your Application will be classified as incomplete and not be considered in the application pool.

If you have any questions, please don't hesitate to contact Ms. Claudia Camacho at 956-872-3132.