

Nursing CAS Instructions

Please note that the method for receiving applications to Traditional, LPN-BSN, RN to BSN, RN to BSN Dual Degree, and Accelerated programs has changed. We have moved to a centralized application service that is available nationally to nursing programs and which is sponsored by our accrediting agency. The cost to apply is **\$45**. Please read the following very carefully BEFORE you click the link to apply to our program.

1. Our criteria remain the same.
 - a. [Traditional, LPN to BSN, and Accelerated Criteria](#)
 - b. [RN to BSN Criteria](#)
 - c. [RN to BSN Dual Degree Criteria](#)
2. This process will take time to complete. You should apply as soon as possible. If you wait too long to begin the process, your application may not be complete and you will jeopardize your chances of getting in to the program. The deadline means that your application to the program is **complete** by that date (**Example:** February 1st). Refer to specific programs for deadline dates.
3. Several fields in the Centralized Application System are optional. If you are only applying to ETSU Nursing then please leave those categories blank. **We do not require references, a personal statement or professional experience.**
4. If you are enrolled at another institution, you must include a copy of your currently enrolled courses as verified by your school's enrollment system. These can be copy/pasted into a word or PDF document and uploaded in the Document Upload section.
5. If you are a Licensed Practical Nurse or a Licensed Registered Nurse, please upload a copy of your license in the document upload section.
6. Even if you are already an ETSU student, you will still have to send your transcripts to the CAS for your application. If applicable, high school transcripts are ONLY sent to ETSU Admissions.
7. If you are not currently an ETSU student, you will have to apply to ETSU through the admissions office. However, you will send your transcripts to the Centralized System. Instructions are located in the system when you apply. The ETSU Undergraduate Admissions office will receive your transcripts from the CAS so you will not have to submit transcripts both places. You are advised to begin this process as soon as possible as it takes time for institutions to send transcripts.
8. If you are a 2nd bachelor's degree student, you have the option of applying to both the accelerated BSN and the traditional BSN programs. **You must apply to both if you wish to be considered for both.** The Centralized Application System makes it appear that you can choose to apply to only one program. However, you can apply to both. Simply check both boxes if you wish to be considered for both the Accelerated and the Traditional programs. **LPN to BSN students will choose the Traditional Program. Diploma or Associate RN to BSN students (including those with a bachelor's degree) will choose the RN to BSN Program or Dual Degree RN to BSN Program.**
9. The **\$25 supplemental fee** is for students who have not applied to ETSU. This is made payable to the ETSU admissions office when you apply to ETSU. If you were previously accepted, are currently accepted or enrolled at ETSU you will not be charged this fee.
10. **It is your responsibility to make sure that the application is complete.** The College of Nursing will not accept applications that are incomplete.