

MScN FAMILY NURSE PRACTITIONER - *Application Checklist*

(Last updated: August 2018)

IMPORTANT NOTES

1. Applicants must submit official transcripts from each post-secondary institution attended. Transcripts must be mailed directly to UNBC from the issuing institution or submitted in a sealed institutional envelope.
2. In the interim, applicants may upload unofficial transcripts to expedite the processing of their application. If you do not find your institution listed on the Graduate Admission Application Status page, please upload your unofficial transcript to the "Other Documentation" option. The preferred format is PDF. Web printouts of courses and grades will not be assessed.
3. For an application to be assessed, ***it must be complete by the Application Deadline***. Applications not submitted by the deadline will be considered late and will be closed if there is no late application deadline.
4. Applicants wishing to be considered for UNBC Scholarships and Awards must submit a separate Awards Application to UNBC Financial Aid & Awards. Please refer to: www.unbc.ca/financial-aid.
5. Applicants must have access to a computer with high speed internet, and must be willing and able to travel when and as needed to UNBC's Prince George Campus or Regional Centers for face-to-face instruction, as well as to clinical practice sites around the province for clinical instruction.
6. Entry to the UNBC MScN FNP Program is highly competitive. Application packages should be carefully prepared to best represent the applicant for consideration by the selection committee.

ALL APPLICANTS MUST COMPLETE AND/OR PREPARE TO UPLOAD

- The Online Application**
- Statement of Academic Interests:** The statement of academic interest is a scholarly document that best represents an applicant and their writing skills and includes, but is not limited to the following:
 - a. Motivation for applying to undertake a MScN FNP program
 - b. Readiness and preparation to undertake a MScN FNP program
 - c. NP Practice interests and goals
 - d. Demonstration of fit of academic and professional interests and goals with the UNBC MScN FNP Program
 - e. Clear statement of a research topic/area of interest within the Nurse Practitioner discipline for the integrative literature review which is the capstone project for the Program
- Professional Curriculum Vitae:** That best represents the applicant and demonstrates at least 2 years full time practice experience following completion of their Bachelor's Degree
- Proof of Active Registration:** Upload a scanned copy of your current BCCNP registration
- Names/Email Address Information for Three (3) Referees:**
 - Two academic referees and one from a supervising health professional in your most recent practice setting
 - If you have been out of an academic program for more than 10 years, you may replace one or more academic referees with references from supervising health professionals in recent practice settings ensuring that one or more are from your current practice setting.
 - Referees should not include friends, peers/co-workers or family.
- Optional: Unofficial Transcripts for ALL Post-Secondary Education Institutions Attended/Attending:** This can expedite the processing of your application until the official transcripts are received.

- Application Fee:** Please visit: <http://www.unbc.ca/apply/graduate/application-fees> for details.
- Official Transcripts:** Refer to the *Important Notes* section for more information

SUBMIT – IF APPLICABLE

- Official English Language Requirement Test Scores <http://www.unbc.ca/apply/graduate/english-language-requirements>
- Notarized English Translation of Transcripts - When transcripts are not written in English
- For International Applicants - Criminal Record Check Search Result (From Local Police Authority)
- For International Applicants – Proof of Previous Degree(s)

APPLICATION DEADLINE FOR SEPTEMBER ENTRANCE: December 15th