

## Application Checklist

### STEP 1:

- ☐ Apply and be admitted to Texas State University [www.admissions.txstate.edu](http://www.admissions.txstate.edu).

*You must have a TXSTATE ID before applying to the nursing program. This university admission process can take 4-6 weeks.*

You must apply for the semester you plan to attend in order for your admission to be valid. For example:

- If you plan to complete prerequisite courses somewhere other than Texas State University, San Marcos, you would apply for admission for the fall semester you plan to start nursing school.

OR

- If you plan on taking prerequisite courses at Texas State University, San Marcos, you will apply for the semester you plan to take your courses.

IMPORTANT: Second bachelor's degree students:

When you apply for admission to Texas State University - submit college transcripts for every college you have attended to Undergraduate Admissions. Submitting **all** college transcripts will prevent a delay in the nursing application process. Current fall grades must be sent to the Undergraduate Admissions if you were admitted before the end of fall semester.

### STEP 2:

Apply to St. David's School of Nursing **after** being admitted into Texas State University.

A complete application packet includes:

- ☐ Current nursing application with TXSTATE ID.
- ☐ Persuasive Personal Essay (2 copies) per the guidelines.
- ☐ Two completed Professional Reference Forms (in signed sealed envelopes).
- ☐ Test of Essential Academic Skills (TEAS) Individual Performance Profile – page one only. If you took the TEAS twice, submit both profiles.
- ☐ Application fee: Payment of a \$25 application fee must be submitted electronically at the time of application using a credit or debit card. Pay your application fee [HERE](#). You will be directed to a secure payment site. Payments will be accepted beginning October 1.

**The above completed documents must be submitted together to be considered a complete application packet. You may hand deliver to the Admissions Office, room 117 or mail to:**

St. David's School of Nursing  
Admission Office  
100 Bobcat Way  
Round Rock, TX 78665

**Deadline: Applications must be received by 5 p.m., January 15 to be assured of consideration for admission into St. David's School of Nursing.** Applications may be dropped off in room 117 of the nursing building between 8 a.m. and 5 p.m. If you choose to mail your application, please allow several days for the mail process. Applications received after January 15 will be considered late and are not guaranteed admission consideration.