We appreciate your interest in the Georgetown University School of Nursing & Health Studies (NHS) Clinical Nurse Leader (CNL) program. This document provides detailed information about the application requirements, policies and procedures for this program. Please note the two-part application procedure below, which includes the submission of the ApplyYourself application and online video interview prior to the application deadline.

**CONTACT INFORMATION**

For ApplyYourself Technical Support, please utilize the Online Technical Support feature located at the bottom of the login page or at the top of each page within the application.

For Kira Talent online video interview support, please contact Kira Talent Support at support@kiratalent.com or 617-612-2880. You may also refer to their online Help Center or Live Chat.

For all other questions related to the Clinical Nurse Leader program or application, please contact Stephon Hamell in the NHS Office of Admissions & Outreach by phone at 202-687-5460 or by email at Stephon.Hamell@georgetown.edu.

**APPLICATION CALENDAR**

**Fall 2019 Entry Application Cycle**

- **June**: Application opens
- **January 15**: Application deadline for ApplyYourself application and online video interview submissions
- **March**: Clinical Nurse Leader admission decisions issued
- **July**: Admitted students begin summer Advanced Pathophysiology Primer that will run through August. It is expected that you attend all online sessions.
- **July 1**: Deadline for prerequisite course completion
- **August 28**: Classes begin on campus

**APPLICATION CHECKLIST**

**Fall Admission**

- Immediately—Request official transcripts from all schools attended. The email address for secure, electronic transcripts if offered by your institution is NHSTranscripts@georgetown.edu. The mailing address for hard copy transcripts is: Georgetown University, NHS Admissions Office, Attn: CNL Application Transcripts, 3700 Reservoir Road, NW, Box 571107, Washington, DC 20057.
- **January 1**—Begin to review and submit all necessary financial aid forms to the Office of Student Financial Services
- **By January 15**—Submit ApplyYourself application and online video interview

### Before beginning the application process, please read the entire guide carefully. Look for the embedded hyperlinks throughout this document, or note these important websites:

- **ApplyYourself Application**: app.applyyourself.com/AYApplicantLogin/fl_ApplicantLogin.asp?id=gtu-g
- **Online Video Interview**: app.kiratalent.com/applicant/Je0txr/instructions/
- **CNL Website**: nhs.georgetown.edu/master-of-science-clinical-nurse-leader-cnl
GENERAL INFORMATION

Waiver of Access
In 1974, Congress enacted a law designed to provide access for students to materials contained in their official records. If you are accepted for admission and enrolled as a student at Georgetown University, you will have the right to inspect documents in your official file. The importance of candor in the college admissions process was recognized in the formulation of this law. It is possible, therefore, to provide a waiver of access to certain documents that contain subjective evaluations important in a competitive admissions process. Since it has been our experience that confidential recommendations are frequently more candid than non-confidential recommendations, we have placed waiver statements on several documents contained in this package so that you may indicate your intentions. In completing these forms, please be certain to select one of the options provided before submitting the recommendation request.

Financial Aid
Georgetown University practices “need-blind” admissions; an applicant’s ability to meet college costs is not a criterion for admission. The University is committed to this policy because it ensures access to a Georgetown education for all qualified candidates. Georgetown helps applicants and their families plan how to allocate existing family resources and use financial aid and supplemental financing plans to cover their higher education costs.

How to Apply for Financial Aid
To obtain more detailed information about financing educational costs at Georgetown and applying for assistance, visit the Georgetown University Financial Services website at finaid.georgetown.edu.

Criminal Background Check
Many hospitals and healthcare providers have policies requiring background investigations for employees and others who work at their facilities. All students accepted to the Clinical Nurse Leader program WILL BE REQUIRED to undergo a criminal background check as a condition of matriculation.

Non-Discrimination Policy
Georgetown University admits qualified students of any age, sex, sexual orientation, race, color, religion, and national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of age, sex, sexual orientation, race, handicap, color, religion, or national and ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school administered programs. Applicants for admission are measured on two scales: academic and personal.

Inquiries regarding Affirmative Action–Equal Opportunity may be addressed to: Affirmative Action Programs, 37th and O Streets, NW, Suite M36 Darnall Hall, Georgetown University, Washington, DC 20057, 202-687-4798.

Georgetown University is also an Affirmative Action–Equal Opportunity employer.

All students under age 26 attending school in the District of Columbia are required by D.C. Law 320 to present evidence of immunization against these diseases: poliomyelitis, measles, rubella (German measles), diphtheria, mumps, and tetanus.

PREREQUISITE COURSE REQUIREMENTS

Seven prerequisite courses must be successfully completed prior to July 1. You may still apply with some prerequisites in progress provided all seven will be complete prior to July 1. Prerequisite Courses may be completed at any U.S. Department of Education accredited university, college or community college. Please note that a laboratory is required for Human Anatomy and Physiology I, Human Anatomy and Physiology II, and Microbiology, and those courses, as well as Chemistry, must be completed within five years from your intended matriculation date. Both the lecture and lab must be completed with a B or better.

For online courses, you will be expected to submit a syllabus that confirms the following criteria are met. The syllabus must be current (i.e. for the online version of the course in the term in which it will be taken, and prepared by the instructor of record).

- The structure of the online course should approximate 36 contact hours by alternate means.
- The course must meet for a minimum of three weeks, with fixed start and end dates.
- Self-paced courses or independent studies will not be approved. The syllabus should provide evidence of class interaction, regular instructor feedback, and intermediate deadlines throughout the term.
- The institution should provide evidence of identity verification (such as a proctored exam) if not mentioned on syllabus.

The seven prerequisite courses that must be successfully completed prior to July 1 are below.

The first four courses (in this shaded area) must be completed within five years from your intended matriculation date.

1. Human Anatomy & Physiology I
   B or better
   4 credits (lab required)

2. Human Anatomy & Physiology II
   B or better
   4 credits (lab required)

We will also accept the alternative course structure sequence of 4 credits of Human Anatomy followed by 4 credits of Human Physiology. However, Comparative, Vertebrate and Mammalian A&P courses cannot be used to fulfill this requirement.
3. **Microbiology**  
B or better  
4 credits (lab required)  
A four credit, general introductory course in Microbiology with lab will fulfill this prerequisite.

4. **Chemistry**  
B or better  
3 credits  
Acceptable Chemistry courses include Principles of Chemistry I or II, General Chemistry I or II, Organic Chemistry I or II, Biochemistry.

5. **Statistics**  
C or better  
3 credits  
A general introductory course in statistics listed in any department usually will fulfill this requirement. Biostatistics is also sufficient.

6. **Human Nutrition**  
C or better  
3 credits  
Human Nutrition should be a general Human Nutrition course covering a lifespan. A course specifically focusing solely on child health or adult health will not fulfill this requirement.

7. **Human Growth and Development**  
C or better  
3 credits  
Human Growth and Development is commonly housed in a Psychology department and covers lifespan development from birth through death (may also be titled “Lifespan Development” or “Developmental Psychology across the Lifespan”).

Please note: Highly competitive applicants will have taken basic Pathophysiology and Pharmacology within the last five years; however, these are not required for entry.

**SUMMER CNL PRIMER COURSE**

Admitted students will enroll in a summer Advanced Pathophysiology Primer that typically starts the first week of July and goes for six weeks. The session will be pass/fail and it is expected that all admitted students attend all online class sessions. Admitted students do not need to relocate to Washington, DC for this course. Please take this into account if you are planning on completing prerequisite courses during a Summer session.

**APPLICATION INSTRUCTIONS**

Applicants to Georgetown University’s Clinical Nurse Leader program must complete the following three-step process. Please carefully read all instructions below prior to beginning the application process. Failure to follow the instructions and submit elements required for Georgetown University may disqualify the application.

1) Complete and submit the ApplyYourself application. Please note that Georgetown requires the following submitted elements to be submitted through ApplyYourself: statement of purpose, resume, and two recommendations (professional or academic in nature). Official transcripts from all institutions where post-secondary coursework has been completed must be sent directly from the institution to our office. The preferred method is by secure electronic transcript delivery to NHSTranscripts@georgetown.edu, if offered by your institution. Official hard copy transcripts may also be mailed to Georgetown University, NHS Admissions Office, Attn: CNL Application Transcripts, St. Mary’s Hall, Box 571107, 3700 Reservoir Road NW, Washington, DC 20057-1107.

2) Submit the online video interview through the link at app.kiratalent.com/applicant/Je0txr/instructions/. All transcripts from institutions outside of the U.S. must be evaluated by World Education Services. This official course-by-course evaluation must be submitted as part of the application packet prior to the application deadline.

**Test Scores**

**TOEFL is required for all applicants for whom English is a non-native language.** The minimum iTOEFL score is 100. No other test scores are required. The GRE/GMAT is not required, but test scores may be sent as supplementary materials. The GRE code is 5244 and GMAT code is JT7-VN-43.

**References**

Two letters of recommendation (one academic and one professional) are required. Your recommendation providers are required to send their letters to Georgetown University electronically through the ApplyYourself online application system. You will be prompted to click the “Recommendation Provider List” button to enter the name and contact information for each of your recommenders. At the bottom of the contact entry page, you may write a personal note to your online recommendation providers. We encourage you to indicate to your recommender the deadline for submission of application materials. If your recommender experiences difficulty submitting the recommendation for you, they should contact Technical Support. Once the recommendation provider information is saved, an email will be sent to the online recommendation provider with instructions on how to proceed with the online recommendation.
**Personal Statement**

In ApplyYourself, you will be expected to upload an Academic Statement of Purpose of approximately **500 words**. The Statement of Purpose should address your intellectual interests, academic and professional objectives, and proposed topic(s) of graduate study.

For the CNL program, we recommend addressing the following questions.

- What was your reason for choosing nursing as a career?
- How will the CNL role help you to achieve your short and long-term career goals? Do you have any additional information that you would like the admissions committee to know about you that has not been previously considered in the application?

**Online Video Interview Submission**

An online video interview submission is required. You may post this online at any time prior to the application deadline at app.kiratalent.com/applicant/Je0txr/instructions/.

You'll go through steps to set up your device and practice before starting the interview. If you are unable to conduct this interview for any reason, please contact Kira Talent Support at support@kiratalent.com and Stephon Hamell at Stephon.Hamell@georgetown.edu or 202-687-5460.

This interview includes the following questions:

1) Please introduce yourself, including your undergraduate university, major, current job title, and employer, and tell us about anything else you’d like us to know beyond what you’ve provided in your application.

2) Why do you see yourself as a Clinical Nurse Leader in professional Nursing, and how will it help you achieve your goals? Please also take this time to tell us about any exposure you’ve had to nursing, either through work, shadowing, or volunteering.

3) Please take the next 90 seconds to address any academic shortfalls in your application.

4) Why are you interested in Georgetown University specifically?