

DOCTORAL APPLICATION CHECKLIST

Please use this checklist as a guide to assist in completing your application to Bellin College (this form is not a part of the application documents).

- Application** – complete online and submit. Printable PDF application available by request from Admissions@bellincollege.edu.
- Application Fee** -
 - Online application – **no fee required**
 - Printable application – submit application and \$50 non-refundable application fee. Payment can be made by one of the following payment methods:
 - In person - cash, check, money order, or credit card (VISA/MasterCard)
 - By mail - check or money order
 - By phone - credit card (VISA/MasterCard)
- Two Doctoral Reference/Release Forms** – Complete and distribute reference/release forms to your chosen references as follows:
 - APPLICANT should complete and sign page one of each reference/release form and distribute them to their chosen references.
 - REFERENCE should complete the remainder of the reference/release form and submit it directly to the Admissions Office by email attachment, fax, or US Postal mail.
- Official Transcripts** – Order all official post-high school (e.g. college/university) transcripts. To be considered official, transcripts must be sent directly from the college/university to:

Bellin College Admissions Office
3201 Eaton Rd.
Green Bay, WI 54311
- A current license to practice nursing** in the state of residency and/or practice. This license must not be under suspension, revocation, probationary status, or subject to disciplinary proceedings or inquiry.
- Current APRN certification** in a designated population focus
- Cumulative GPA of 3.0** or greater
- Goal Statement** (see Goal Statement Guidelines via Bellin College website)
- Professional Curriculum Vitae** (see Resume/Curriculum Vitae Guidelines via Bellin College website)
- Documentation of the number of faculty-supervised clinical hours** completed in the MSN program.

A personal interview is required before acceptance into the Bellin College DNP Program. When all application materials have been received, a virtual interview will be scheduled.

A student's application must be complete in order to meet any deadline. An application is not considered complete until the Admissions Office has received all required items.