



## Nursing Program Application Checklist

Use this checklist to ensure you have all required materials for the Nursing Program application. **All application materials are due by Tuesday, January 18, 2022, 4:30 p.m.**

- Completed Intent to Apply Form
- ATI TEAS Exam transcript with a minimum score at the **Proficient** level (*58.7% or higher*)
- University of Hawai'i (UH) Transcripts (STAR)
- Non-UH Transcripts (if applicable)
- Completed Nursing Programs Admission Criteria Point Allocation Worksheet
- Supporting documents for Criteria #3 on the Admission Criteria Point Allocation Worksheet as applicable, for example:
  - Proof of employment on organization letterhead that indicates:
    - Position title
    - Dates employed
    - Name and contact information of the staff member who wrote the proof of employment letter
    - Do **NOT** submit paystubs
  - Copy of Current/Active Certification or License
  - Copy of DD214 (for veterans)
  - Transcript showing conferred AA/AS/AAS or higher degree