



Online Undergraduate Application Checklist

Updated 6/11

If applying online follow directions at <http://www.eiu.edu/~nursing/admission.php>

1. ☐ Apply to EIU RN to BS in Nursing Program
 - a. ☐ Mail or fax all supporting materials to:

RN to BS in Nursing Program
McAfee 2230, 600 Lincoln Ave
Charleston, IL 61920
Fax: 217-581-7050
 - b. ☐ Complete the Admission Application-RN to BS in Nursing at EIU
 - c. ☐ Send in \$30 application fee (payable to EIU) with the application
 - d. ☐ Request official transcripts and have them sent to the Nursing Program office:
 - i. ☐ High school
 - ii. ☐ All colleges and universities attended
 - e. ☐ Copy of current RN license
 - f. ☐ Copy of current CPR certification card (Healthcare Provider or Professional Rescuer)
 - g. ☐ Health Records (send records or complete enclosed form)
 1. ☐ Hepatitis B immunization series or waiver
 2. ☐ Tetanus/Diphtheria (Td or DT) immunization within 10 years
 3. ☐ Measles/Mumps/Rubella (MMR) immunization including 2 after first birthday if born on or after January 1, 1957
 4. ☐ Tuberculosis (TB) two-step testing with annual updates

Note: The EIU Immunization Form and policy does not require Hep B or TB. These are Nursing Program requirements.
 - h. ☐ Professional Statement (online option)
 - i. ☐ Professional Letter of Recommendation #1 (online option)
 - j. ☐ Professional Letter of Recommendation #2 (online option)
2. ☐ Medical History/ Physical Exam (less than 2 years old)
3. ☐ Professional Liability Insurance
4. ☐ Receive Letter of Admission to Nursing Program
5. ☐ Schedule appointment with an advisor and retrieve PIN from nursing program to register for classes.