

NursingCAS Registration

Go to the <u>NursingCAS</u> homepage and select 'Apply Now' or 'Application Login'. If you are a first time user, you will need to create an account first. Just follow the on-screen directions.

Add Program – This page is where you search for schools in this program. If you want to view their program requirements first, you just click on the program (Accelerated BSN, Traditional BSN, etc.) you're interested in.

Adding a program - Select the program by clicking the blue '+' symbol to the left of the school. Once it has been added you'll notice a green check mark ' \checkmark '.

Deleting a program – Hover your mouse over the ' \checkmark ' and click the 'X'. You will get a pop up that asks if you're sure you want to delete the program. Select delete.

My Application - This page serves as your dashboard, providing easy access to each part of the application you need to complete before you submit.

Personal Information – This section is all about you. When you complete each sub-section, you will select 'Save and Continue' to get to the next sub-section.

Academic History

- High School Attended Enter the high school that you graduated and received your diploma from.
- Colleges Attended Report all institutions attended, regardless of their relevance to the programs.
- Transcript Entry List all courses on your transcripts. This includes any you repeated, withdrew from, ungraded courses or labs, etc. Every course has to match exactly as they appear on the original school's transcript. <u>This section will not be complete until you click 'Review & Finalize My Transcripts'</u>.
- Standardized Tests HESI/TEAS scores go here, or the date you plan to take it. Once you submit your application, you cannot edit previously entered tests; you can only add new tests and update planned tests.

Supporting Information

- Achievements Awards and honors (honor society).
- Experiences Healthcare experience, employment, community involvement.
- Licensure and Certifications CPR certifications, EMT, CNA, etc.

Program Materials – You will see the schools you selected here. Click on each one to find out their specific program materials. If you don't see one of the tabs below, it's because your program doesn't require it.

- Home This page gives you an overview of the program, including admission requirements and deadlines. You will not download any documents on this page.
- Documents Resumes, personal statements, certifications, etc
- References If your program requires references, you will fill in their information on this page. NursingCAS will email them instructions to upload the letter.
- Prerequisites You are required to match the courses you've taken with the prereqs your program requires on this page.(It's actually very self-explanatory)
- Questions You will answer any additional questions your program has on this page.

Transcripts required – To find out what type of transcript your school requires (official, unofficial, or no transcript), go back to <u>Colleges Attended</u>. Towards the bottom of the page is the <u>PROGRAM REQUIREMENTS</u> section. Every college you previously listed will be here.

Ordering Official TAMU Transcripts – Go to <u>https://tx.ag/transcripts</u> to order Official Texas A&M University Transcripts.

Current students can use Howdy Portal (Locate Grades and Transcripts Channel and select Order Official Transcript). Make sure you check for holds prior to submitting transcript. In MyHub <u>https://myhub.org/</u> click on Self Service and then Order Transcript. You will need your TAMU Single SignOn username and password.

Former Students use MyHub.org or National Student Clearinghouse for assistance with MyHub. You may also use the <u>Transcript Order Form</u>

Ordering In-Person - Students may order or receive official transcripts at Aggie One Stop in General Services Complex, 750 Agronomy Road, First Floor, College Station, TX 77843-0200. Please contact them at <u>aggieonestop@tamu.edu</u> or calling 979-847-1787.

Order by Mail - Print, complete, and sign the <u>Transcript Request Form</u>, If you have additional questions, contact <u>transcript@tamu.edu</u>

Submit Application – Review your programs selections, check status of individual program requirements, and pay for your program selections on this page.

You cannot make any changes to your application THIS CYCLE once it's been submitted; however, if you apply for another application cycle, you can make updates/changes to your Nursing CAS application.

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