Thank you for applying to the UW School of Nursing Doctor of Philosophy in Nursing Science (PhD) program! The principal goal of the PhD in Nursing Science program is to prepare persons to engage in research. This application process is designed to ensure the admissions committee has all the necessary information from you for their review.

If you have questions that are not answered in these instructions or on the UW School of Nursing website (http://nursing.uw.edu), please contact Student and Academic Services at 206.543.8736 or email asknursing@uw.edu.

Direct any questions about the online University of Washington Graduate School application to 206.685.2630 or uwgrad@uw.edu.

ELIGIBILITY CHECKLIST

To apply to the PhD program, you must have:

- ❑ A minimum cumulative Grade Point Average (GPA) of 3.0 for the last 90 **graded college/university quarter-hour credits** you completed

- ❑ An in-process or earned baccalaureate degree, in any discipline, from an accredited university

- ❑ Proof of English language proficiency if your native language is not English, regardless of citizenship: https://nursing.uw.edu/programs/degree/phd/international/

- ❑ International applicants planning to take clinical courses must have an active, unrestricted U.S. registered nurse (RN) license at the time of application (December 1, 2020, 11:59PT). Domestic applicants planning on clinical courses must have an active unrestricted WA State RN license upon enrollment (Fall 2021): https://nursing.uw.edu/programs/degree/phd/international/

  An active unrestricted RN license is NOT necessary for the PhD program **unless you plan to enroll in clinical nursing (NCLIN) courses.**

  We do not require GRE scores for any of our graduate degree applications.

DEADLINE

The deadline for Autumn 2021 admission is 11:59 p.m. Pacific Time, December 1, 2021.

You will complete the PhD application online. You will not be able to submit an application after the deadline.

HOW TO APPLY

Applying to the UW PhD program is a two-step process.

1. **Completion and submission of the online application:** All items are submitted in the Graduate School online application. You will complete and upload all components of your application via the UW Graduate School website: https://grad.uw.edu/admissions/apply-now/.

   All PhD applicants will be charged an $85 application fee by the UW Graduate School.

   We **highly** recommend that you save a copy of each document you upload for your records. You cannot access application materials once you have submitted your online application.

   We will not review incomplete applications.

2. **Completion of an online interview:** After an initial round of reviews, we will invite some applicants to complete an online live interview. **These interviews will take place in January or February.**

   You will need access to a computer, tablet, or mobile device with a working camera and microphone, as well as a reliable internet connection.

   Review the instructions on the School of Nursing website for more details and minimum device requirements.

START YOUR APPLICATION

Create your applicant profile at
https://grad.uw.edu/admissions/apply-now/.

Question 1: Select "Graduate" for your application type.

Question 2: Select **Nursing Science (PhD) – Seattle campus** for your graduate program.

Question 3: Select "Fall 2022" to indicate the quarter and year you wish to enter.

Question 4: Select "Doctoral" for the ultimate degree goal.

Questions 5-13: Answer accordingly.

REPORT PRIOR SCHOOLS

In your online application profile, report ALL post-secondary colleges and universities attended regardless of whether you received a degree.

List schools in chronological order, entering the **most recent first** and the **earliest last.**

SUBMIT TRANSCRIPTS

Upload an official transcript for **each** post-secondary college or university you have attended regardless of whether or not you earned a degree there. Current and former University of Washington students must include a UW transcript.

Although the UW Graduate School application requests unofficial transcripts, **the UW School of Nursing recommends that you scan and upload official transcripts as they are easier to evaluate and process.** It is **your responsibility** to upload a legible transcript for each school you list and ensure that the scanned file can be opened after you upload it to your application.

If you are offered admission to the PhD program, you will be asked to provide an official final degree transcript to the Graduate School (the Graduate School will tell you which official transcript to submit). See:
https://grad.uw.edu/admission/understanding-the-application-process/admissions-faqs/

ENGLISH PROFICIENCY SCORES FOR NON-NATIVE ENGLISH SPEAKERS AND INTERNATIONAL APPLICANTS

All non-native speakers of English, regardless of citizenship, must show proof of English language proficiency as established by the UW School of Nursing:
https://nursing.uw.edu/programs/degree/phd/international/

English proficiency requirements are only waived if an applicant:

- has received a bachelor's, master's, or doctoral degree from a regionally accredited institution in the U.S. or from an institution in an approved country (see above link), OR
- can provide official documentation from the institution verifying the applicant's undergraduate degree is from an institution where all instruction is in English

Self-report your scores in your online application and request to have official English proficiency scores sent to the **University of Washington** (UW Institution Code: 4854).

CURRICULUM VITAE (CV)

Submit a copy of your current Curriculum Vitae by uploading a PDF file. Include all significant employment for the past five years, listing the most recent employment first. List employment that is over five years old if you feel it is relevant.

In addition, list:

- research and scholarly inquiry experience (e.g. research team membership/quality/practice improvement activities), including experiences outside of paid employment
- all scholastic or related honors (awards, prizes, honors, scholarships, membership in academic societies (ex. Sigma Theta Tau, Phi Beta Kappa), etc.)
- recent significant community activities, describing any leadership responsibilities
- membership in professional organizations, describing significant participation or leadership activities during the last 5 years (e.g., abstract or peer review, conference planning committees, workgroups, formal leadership roles)

- ALL published work; give complete references, including journal name, volume, page numbers; book publisher and year of publication
    - For work in which you are not the first/senior author, please briefly state what your contribution was to the publication (e.g., conducted data collection and analysis, contributed to study design and was part of manuscript writing group, primary responsibility for introduction section, etc).
- Other significant scholarly work (ex. unpublished theses, conference posters or papers, presented at local, regional, national or international conferences, other professional writings such as blogs)

Save this as a PDF document to upload to your online application.

RESEARCH FOCUS

Briefly indicate, in **one to two sentences**, the specific research focus in which you are interested. Providing this information will help match you most effectively to faculty and ongoing research**.**

Please also note in this section of the application if you would like to be considered for any of the following Training Programs and how your research interests align with that program (1-2 sentences). For more information about these sources of support for the PhD program, please visit:
https://nursing.uw.edu/prospective/doctoral-training/:

1. Advanced Environmental and Occupational Health Training Program
2. de Tornyay Center for Healthy Aging
3. T32 Omics and Symptom Science Training Program
4. T32 Research in Nursing and Global Health

STATEMENT OF GOALS AND RESEARCH INTERESTS

You will write and upload a 3-part essay regarding your Goal Statement and Research Interests to your application. This essay will be evaluated on the basis of:

- your writing skills
- clarity of thought
- the content and completeness of your responses to the questions

- the importance of your learning to conduct research

Format your paper as one document using the headings that follow (Parts 1 to 3). **Each part** should be no longer than two double-spaced pages for a total of up to six pages for your Statement of Goals and Research Interests, plus the reference page(s). Use no smaller than 12-point Arial/Calibri font and 1-inch margins.

These essays should be solely your own work without any outside help, including editors, writing coaches, friends, or family. "Outside help" includes proofreading, editing, or suggested changes made by someone other than yourself.

PART 1: BACKGROUND AND QUALIFICATIONS

- Describe previous education and other significant experiences that have contributed to your professional development and your interest in pursuing a research doctorate (PhD in Nursing Science).
- Specify how doctoral study in nursing science at UW will facilitate your career goals.
- Provide a balanced assessment of your personal characteristics that will contribute to successful completion of the doctoral degree.
- Describe potential issues you have identified that may affect your transition to doctoral study and your planned approach to addressing these issues.

PART 2: AREA OF RESEARCH FOCUS

- The PhD in Nursing Science program is a research-intensive program centered on the generation of knowledge advancing nursing science. First, please describe your area of research interest.
- Then, describe the significance of your research area of interest to a) health and healthcare in general, and b) in relation to established national or global research priorities (for example, World Health Organization http://www.who.int/en/; NIH National Institute of Nursing Research https://www.ninr.nih.gov/aboutninr/ninr-mission-and-strategic-plan; national health priorities in your country of origin).

PART 3: FACULTY MENTORING

1. If you have not already done so, go to the faculty search tool at https://nursing.uw.edu/staff and check the box "Accepting PhD Students" to find faculty members whose practice, research, and scholarly expertise match your area of research interest.

    To see a faculty member's full bio and contact information, click on their name in the search results. The bio includes a list of their 10 most recent publications and a link to other PubMed indexed journal articles of the faculty member. This information may be useful as you consider possible mentors.

2. After review, you should directly contact the faculty member at least one month prior to submitting an application regarding your research interests to determine if they are a possible mentoring match via email. If it is not a good fit for your particular research interest, ask if they can offer recommendations for other faculty members who are a better fit.

    If you have any difficulties reaching faculty or questions about finding a faculty match for your research interests, contact Student and Academic Services at 206.543.8736 or asknursing@uw.edu.

3. **In your application,** list the names of 2-3 faculty members who are a good mentoring match and explain:
    a. why these individuals are potential faculty mentors, and
    b. how your scholarly interests would be facilitated by working with these faculty members.

CITED REFERENCES

On a separate page, provide a list of cited references using the APA format style.

Save this as a PDF document to upload to your online application with your Statement of Goals and Research Interests.

PERSONAL STATEMENT

The UW School of Nursing highly values the support and development of a unique and diverse community of

scholars. Please use the personal statement to emphasize how you will contribute to the community of scholars at the UW. Describe how you would help create a campus environment that promotes diversity, equity and inclusion (DEI). (See https://dei.nursing.uw.edu/ for more information on the UW School of Nursing's DEI efforts).

There are likely elements of your background you want to share pertaining to the unique contributions you would bring to the UW PhD program that do not fall into any of the other application categories.

For example, if you think that your transcripts, resume, or admission questions do not accurately reflect your abilities and preparedness for study in the PhD in Nursing Science program, you may explain why in this personal statement.

You might also use this personal statement to share:

-   instances where you achieved academic merit despite significant obstacles in pursuit of higher education
-   that you are first generation in your family to attend graduate school
-   that your academic participation, scholarship, and research explore and support cultural diversity
-   that your approaches to nursing and scientific discovery move beyond traditional approaches thus likely to broaden the perspectives of the scholarly community you will join
-   other unique experiences or perspectives you may bring to the cohort

Limit your personal statement to no more than 500 words.

LETTERS OF RECOMMENDATION

Letters of recommendations should come from references you have had contact with **within the past five years.**

Choose those who are well qualified to speak to your current skills and future potential for a sustained career engaged in research to write your letters of recommendation.

Designate your recommenders online. They will receive an email requesting that they complete an online form. **If your recommenders do not use email,** contact

Student and Academic Services in the UW School of Nursing as soon as possible: 206.543.8736, asknursing@uw.edu.

You must have three letters of recommendation:

1. an **academic** recommendation (in some instances, this recommendation may come from a prior degree earned more than five years ago; this is acceptable as long as the individual can speak to your present research and leadership potential)
2. a recommendation from a **work or research** supervisor
3. either an **academic *or* professional** recommendation

The UW School of Nursing will access your completed letters of recommendation online after you have submitted your application.

You will want to talk with your recommenders ahead of time to discuss the questions they will respond to. Your recommenders will be sent an email asking them to address the following questions:

1. How long have you known this applicant and in what capacity?
2. In making this evaluation, what group are you using as a basis for comparison?
3. Admission to graduate study in Nursing Science (PhD) – Seattle campus at the University of Washington is (select one of the following):
   o Strongly recommended
   o Recommended
   o Recommended with reservations
   o Not recommended
   o Unable to respond

Next, we ask each recommender to rate you on the following criteria, ranging from "Below Average (lower 50%)" up to "Truly Exceptional":

- Originality
- Research ability
- General knowledge and scientific background
- Ability to exchange ideas (verbal)
- Ability to exchange ideas (written)
- Familiarity with professional literature
- Proficiency with laboratory work, if relevant
- Proficiency in clinical work, if relevant
- Proficiency in teaching, if relevant
- Perseverance in pursuing goals

Finally, your recommender will respond to the following:

- The principal goal of the program is to prepare persons to engage in research. It is anticipated that graduates of the Doctoral program will assume leadership positions in research-oriented careers. With that in mind, please also answer the following two questions.

  1. Describe the applicant's strengths, which you consider important in judging the applicant's potential for:
     a. Completing the PhD program, and
     b. A successful research career in an area of interest to nursing science
  2. Describe major weaknesses which you would consider important in judging the applicant's potential for:
     a. Completing the PhD program, and
     b. A successful research career in an area of interest to nursing science

The *most* helpful letters of recommendation to the admissions committee are ones that are personalized and speak to your individual strengths and capacity for doctoral study, with specific examples. Letters are not helpful if they only speak to your personal characteristics or clinical competence.

PROFESSIONAL LICENSURE

List any active professional licensure you currently hold. Include the license type (e.g., RN, ARNP), license number, the U.S. state where the license is active, and the expiration date (dd/mm/yyyy).

CREDENTIAL/TRANSCRIPT EVALUATIONS

If you attended a college or university outside of the U.S., upload an officially translated transcript to your application.

You must also upload a detailed credential/transcript **evaluation** for each non-U.S. post-secondary institution attended, which shows both U.S. credential equivalency and equivalent credits and grades for each course. You will upload these into the **Credential/Transcript Evaluation** section of your online application.

For approved credential/transcript evaluation services, visit the PhD **International Applicants** web page: https://nursing.uw.edu/programs/degree/phd/international/

SUBMIT YOUR APPLICATION

Once you have completed each section as outlined above, you will pay the application fee to the UW Graduate School and formally submit your application.

You can check your application status at any time by logging into your online application.

PhD applicants are notified of admission status sometime in February.