

LAMAR UNIVERSITY  
COLLEGE OF ARTS AND SCIENCES  
JOANNE GAY DISHMAN SCHOOL OF NURSING

**Baccalaureate Degree Nursing Program Application Checklist**

To ensure eligibility, please carefully read and follow ALL of the instructions in this application packet **Please check, if completed:**

- 1. **Keep a copy of the Application Instructions, including this Checklist to help you with remembering deadlines and other requirements.**
- 2. Ensure you are currently enrolled at Lamar University or have applied to Lamar University. If you attended another institution, submit official transcripts to Lamar University Office of Admissions.
- 3. Complete and submit the electronic application and application fee.
- 4. Submit a current transcript from every college or university attended. If classes were taken at Lamar University, then an unofficial transcript from Lamar University will be accepted (unofficial LU transcripts are found in Self-Service Banner under the Student tab). Official transcripts are required for all classes not taken at Lamar University and can be electronically transmitted by the college or university to BSNinfo@lamar.edu.
- 5. **PROOF OF ENROLLMENT** for courses “In Progress”: If submitted transcripts as outlined in checklist #4 do not show courses that are “In Progress” for the current or upcoming semester (either at Lamar University or elsewhere), then students must submit an **unofficial transcript** as proof of enrollment in the classes once registered.
  - a. **TRANSCRIPTS** – As soon as final grades have been posted at the end of the semester, students who were enrolled in classes during the application period must submit transcripts showing the final grades for the “In Progress” courses that were taken, per the following criteria:
  - b. IF the classes were taken at **Lamar University** during the application period, then students must submit an **unofficial** transcript to the Dishman School of Nursing (as proof of the final grade that was made).
  - c. IF the classes were not taken at Lamar University during the application period, then students must submit an **official** transcript to both the Lamar University Office of Admissions and to the Dishman School of Nursing (as proof of the final grade that was made).
- 6. Submit a copy of your HESI A<sup>2</sup> test scores with the application submission (if available) or submit to the Nursing Information Center (MMW Rm 100). *Remember: you must make 79% or better on the Reading Comprehension component of the HESI. The HESI may be taken only one time per application period but, if you make less than 79% on Reading Comprehension, you may re-take the Reading Comprehension section. **Do not forget to submit your Reading re-take score, if applicable.** Ensure the **SEVEN required components of the HESI A<sup>2</sup> have been taken.** All components should be taken in the same testing block. (Make sure to submit copies of all pages of your HESI test scores, including the page with the Critical Thinking score).*
- 7. Criminal Background Check – If this is your first application to the nursing program then you should receive an email with instructions from [no-reply@uemail.identogo.com](mailto:no-reply@uemail.identogo.com) sometime after March 1st for scheduling an appointment to be fingerprinted. If you do not receive the email by March 31st (be sure to search your Spam folder) then please call the Nursing Information Center at 409-880-8868 or 409-880-2307 to receive further instructions. **Failure to get your Criminal Background Check completed in a timely manner may result in ineligibility.** If you have previously applied to the nursing program, then you will receive a new Blue Card for this application period. **Please submit the Blue Card or letter received from TBON to the Information Center as soon as possible after you receive it.**