SUBMATRICULATION INTO AN MSN PROGRAM

Submatriculation allows a traditional BSN undergraduate or an accelerated second-degree BSN student to become formally enrolled in a master’s program while still an undergraduate.

Eligibility:
To be eligible for submatriculation, students must have:

- Completed NURS 215 and NURS 225/235 or NURS 245/255.
- Required minimum cumulative GPA of 3.0.

(Please note: A student’s science GPA and clinical course grades will also be taken into consideration.)

Application Process & Deadlines:
Must submatriculate before final semester

- Traditional BSN Seniors (May graduates) - application deadline is November 1. – apply to spring term.
- Traditional BSN Juniors and ABSN students (December graduates) – application deadline April 1. – apply to summer term.

Process:
- Students interested in submatriculation are strongly encouraged to attend a Graduate Open House for more information on the various master’s programs.
- Students must take and submit the official results from the Graduate Record Exam (GRE).

Please note: Students with a 3.2 or higher cumulative GPA upon completion of NURS 215 and NURS225/235 or NURS 245/255 may be eligible for the GRE waiver.

*If you have any questions:
Traditional students should arrange a meeting with the Associate Director of Enrollment Management – Undergraduate Programs, smithmar@nursing.upenn.edu, and Accelerated BSN students should arrange to meet with the Associate Director of Enrollment Management – Accelerated Programs, Filomena@nursing.upenn.edu, to review the policies and admissions requirements for submatriculation.

- If you have course selection questions, contact the Associate Director of Graduate Academic Affairs (Advisor@nursing.upenn.edu).
- Students should make their faculty advisor aware of their decision to submatriculate.
- After reviewing the plan of study, the student must complete an online graduate application.
- All materials must be submitted online at: https://www.applyweb.com/upenng/index.ftl
- Traditional BSN Students must complete two (2) essays and two (2) recommendations (one from a Penn clinical faculty member).
- Accelerated BSN students are required to complete one (1) essay and one (1) recommendation from a Penn clinical faculty member.
The application fee is waived for submatriculants.

A $25.00 deposit is required to reserve a place in the graduate program. Students will not be eligible to register until their $25.00 deposit is received.

**Application Tips:**

- Online Application can be found by clicking “Admissions” then “Graduate Program” from the School of Nursing website [www.nursing.upenn.edu](http://www.nursing.upenn.edu) or directly at: [https://www.applyweb.com/upenn/index.ftl](https://www.applyweb.com/upenn/index.ftl)
- During the application process, you can save and return to your application. However, once submitted, the application can no longer be accessed.
- Be sure your program choice is followed by the word submatriculation (Example: Family NP Program, submatriculation).
- Recommendations: Recommendations are sent and received electronically. (To override the system’s request for additional recommendations, Accelerated Students, should list Filomena Ciricelli for the second recommendation.)
- Essays: Be sure to discuss your graduate program choice in your essay. Students applying to the Leadership Program must submit an additional essay.
- Résumé: Please be sure to submit an updated résumé. For résumé assistance, please contact Career Services ([http://www.vpul.upenn.edu/careerservices/](http://www.vpul.upenn.edu/careerservices/)).
- Students are not required to download or submit their transcript, however, uploading an unofficial copy of your transcript can expedite the process.

**Additional Information:**

1. Guidelines for submatriculation courses for undergraduate and graduate credit are as follows:
   - Students may not take any more than **three graduate level courses** toward their MSN program prior to completing their BSN. No more than half of the credits counting toward an MSN minor may be taken at the BSN level. Students should follow their plan of study developed by the Program Director or Associate Director of Graduate Academic Affairs.
   - NURS 547 Scientific Inquiry for Evidence-based Practice fulfills the undergraduate and graduate research requirement.
   - Students may take two additional non-clinical nursing graduate courses: one course to count for both the undergraduate and graduate elective requirement and one course to fulfill a graduate requirement.
2. Students must complete their MSN degree **within** five years of completion of the BSN program.
3. Some MSN programs may require work experience before beginning graduate clinical coursework. However, non-clinical coursework may be taken in that interim time.
4. Admission eligibility under the GRE Waiver is contingent upon receipt of a current BSN GPA of 3.2 or higher. If granted a waiver and the final GPA is below 3.2, the student will be required to submit GRE scores and the application will be re-evaluated for admission.
5. Progression into the Master's clinical sequence and completion of the Master's degree is contingent upon successful completion of the BSN requirements with a 3.0 GPA, and in accordance with all the undergraduate and graduate policies. Progression into the Master's program is also contingent upon successful completion of the NCLEX and submission of evidence of active RN licensure.
**Very Important!**

All submatriculation admissions are tentative and contingent upon completing all program-specific work experience and subject to a re-enrollment review:

1. **Return date must be confirmed** by fall term (Nov. 1), for the following year, failure to confirm will result in losing your spot in the class and will require a reapplication for future consideration.
2. Penn email address **must remain active** for Admissions communication/reminders.