# Welcome San Diego, CA University of San Diego

July 26, 2016

### **Presenters:**

**Caroline Allen**, NursingCAS Director, the American Association of Colleges of Nursing

Ann Donnelly, Account Management Director for NursingCAS, Liaison Chad Oppelt, Assistant Director of Graduate & Extended Studies Recruitment, The College of St. Scholastica Kate Owen, WebAdMIT Support Specialist, Liaison

# NursingCAS Learning & Networking Day

Let us know who you are and what school you are representing and 1 other insight such as...

- What you hope to learn today <u>OR</u>
- Something you like about NursingCAS <u>OR</u>
- Something you find challenging about NursingCAS OR
- A NursingCAS tip or strategy

# Introductions



AACN is the national membership organization for over 780 nursing schools; providing public support for professional nursing education, research, and practice

Liaison International provides the software, processing, and support to applicants and participating schools. Industry leader with 20 years of experience working with 25 different health profession to administer CAS's.





NursingCAS partners with participating schools to provide an online application to students who wish to apply to that school's programs and processes applications on their behalf

# Partnership







Efficient method to research and apply to multiple programs with one, online service. Increase your program's exposure.

Ability to customize your admissions requirements and brand your school's listing on a per program basis.

Use the free tools in NursingCAS to manage your admissions and/or download and import the data and documents into existing systems.

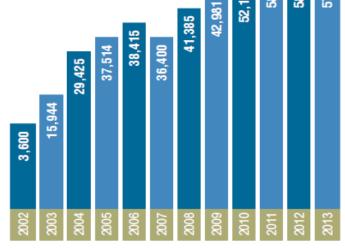
# Flexible to Meet Your Needs

Streamline the application process for prospective students

 A single, online resource to research and apply to participating programs

Maximize capacity in schools of nursing and help fill available seats

 Qualified applicants are turned away from nursing schools annually even though more than 14,000 seats were unfilled



SOURCE: American Association of Colleges of Nursing, Research and Data Center, 2002-2013. AACN is not responsible for reporting errors by respondent institutions.



 Notify applicants about available seats at participating schools, new programs and deadline extensions



# Goal of NursingCAS

# Their Experience



## **Current Climate**

- Centralized admissions office on main campus
  - Entire campus completely paperless
  - Several locations, admissions counselors, faculty, and admissions committee members around MN\
- Using NursingCAS for Post Master's DNP, BS-DNP, MSN, Post Master's Certifications, and Post-Baccalaureate (2<sup>nd</sup> Degree Programs)
  - Most programs are offered in a hybrid (online/on-campus) format

## **Current Climate**

## Volume

- All graduate level 165 apps/80 seats
  - Pre-NursingCAS 125 apps/80 seats
- Post-Baccalaureate 150 apps/50 seats
  - Pre-NursingCAS 90 apps/50 seats

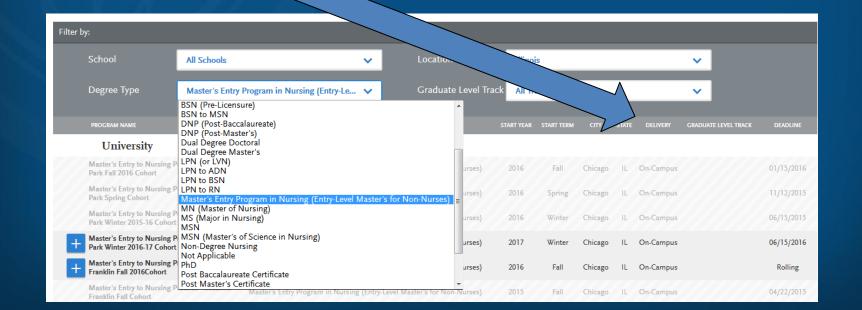
 More applicants = more quality and diversity (cultural & gender)

## Location, Location, Location

Promote the hybrid format Online courses with minimal oncampus meetings

"Program Delivery" on the Search
Page
Prospective students can use
NursingCAS to find hybrid programs
offered at participating schools





Prospective students may be looking for a particular program type and might not know that you offer it...

NursingCAS links directly to your program's Website, your program page provides the opportunity to highlight your school

More Peer Institutions Participating, the Better

 Easier for applicants, better for schools

### "State" Search

Prospective students can search
 NursingCAS for participating
 schools in a state

### "Degree Type" Search

 Prospective students can search NursingCAS for specific program types and tracks

## Discovery



Home

Documents

#### 100% online, from a leader in nursing and HIM

St. Scholastica has been a leader in both the nursing and HIM fields for more than 75 years. This 100% online certificate brings these two areas of expertise together in one useful certificate. The outcome of this certificate program is eligibility to sit for the ANCC certification exam for Nursing Informatics.

Website: http://www.css.edu/graduate/masters-doctoral-and-professional-programs/areas-of-study/nursing-informatics.html

#### Eligibility:

BA/BS degree in nursing or BA/BS degree in a relevant field, from an accredited college or university.

Cumulative GPA of 2.8 on required transcripts.

Current, active RN license, within a state or territory of the United States.

#### Requirements:

Official transcripts to NursingCAS are required, coursework in NursingCAS is not required.

- Upload a Goal/Personal Statement.
- Please write a short answer for the following questions:
  - What are your personal and professional goals?
  - How will a Nursing Informatics Certificate help you achieve those goals?
  - What personal qualities do you possess that would make you successful in the Nursing Informatics Certificate Program?
  - How do you plan to apply the skills and knowledge from your Nursing Informatics Certificate Program training to improve health and the delivery of health care services?

For more information about the program please contact:



Chad Oppe

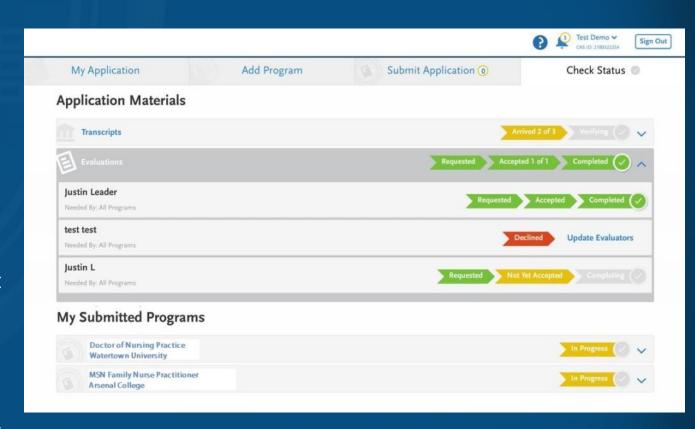
Admissions Counselor (877) 287-8719 coppelt@css.edu

**Program Details** 

## Student Experience

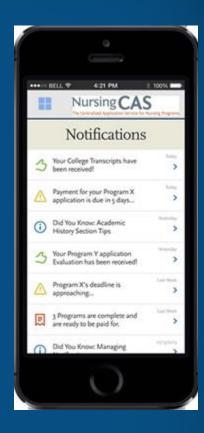
#### **Streamlined**

- One application for various schools
- One set of transcripts for various schools
- Status check online 24/7
- Ability to request electronic references
- Able to upload
   CV/resume or
   other documents
   required



## Paperless Environment

- NursingCAS gives a great "first impression"
  - High tech
  - Customer service
  - Professionalism
  - Mobile app
- Nothing is sent directly to campus, including transcripts
  - 315 apps x 3.5 transcripts average = 1,102 transcripts
  - 315 apps x 3 recommendations average = 945 letters/forms



## Paperless Environment

## Seamless communication from start to finish

- Promotional emails to Prospective Students are sent to "in progress" NursingCAS applicants
- Decisions letters are sent through NursingCAS to admitted applicants





Subject: CSS Post-Baccalaureate Nursing Program Admission Decision

Dear First Name,

Based upon the recommendation of the Admission and Progression Committee of the Post-Baccalaureate Nursing Department, we are pleased to offer you admission into the Post-Baccalaureate Nursing Program at the College of St. Scholastica, St. Cloud Campus, for the September 2013 cohort. Congratulations!

To reserve your place in the program for Fall 2013, please submit the Intent to Enroll form: <a href="https://tango.css.edu/app/adep/intent-to-enroll/">https://tango.css.edu/app/adep/intent-to-enroll/</a> and pay your \$750 deposit by April 1, 2013. Information regarding how to pay your deposit is located

## Results

- Increased Program Exposure
- Centralized location of data
  - NursingCAS is web-based and real-time
  - Lends itself well to:
    - Travel
    - Telecommuting
    - Adjunct faculty
    - Multiple campuses
    - Disparities in technology

- Higher level of data integrity
  - Electronic letters of recommendation
  - Transcripts verified
  - AACRAO support

Efficient Operations



## **Current NursingCAS Cycle**

- Closes on August 15, 2016
  - Last date for deadlines
- Last date for processing is August 19, 2016
  - it's very important
     emphasize to applicants
     to get transcripts in by this
     date

### NursingCAS 2016 – 2017 Cycle

- Opens on August 25, 2016
- Configuration Tool for 2016 2017 is Open
- Data dictionary draft for NursingCAS
   2016 2017 will be available the week
   of July 19
- Programs must be submitted for review by August 8 to be published in time for the cycle launch
  - Unless you plan to open your programs later on in the cycle like in October or November for example, then you can wait until a later date

# Important Dates

Timeline/FAQs: <a href="http://www.mynursingcas.org/cycle/">http://www.mynursingcas.org/cycle/</a>

All primary contacts have a personalized URL Webpage that includes links to training, the configuration guide, next steps and other important information to help onboard you to the next NursingCAS Cycle



## Nursing CAS

The Centralized Application Service for Nursing Programs



Home

Register for Configuration Training

In-Person Events

Configuration Manager Help Guide

Resources



Ann Donnelly Director, Account Management for Caroline Allen

NursingCAS Configuration Portal Training Sign up for the next available date: 6/20/2016

### Welcome to your personalized NursingCAS Member experience, Caroline.

To help prepare your school, College of AACN, for the 2016 - 2017 NursingCAS Cycle, we have provided this personal URL page for you so you can register for important training and easily access useful links. Your first step to prepare for the next cycle is to register for a Configuration training Webinar.

If you have questions about NursingCAS, you can complete the form on this page or contact **Ann Donnelly**, your NursingCAS representative, at 617.612.2064 or ADonnelly@liaisonedu.com.

The NursingCAS 2016 – 2017 Application Cycle opens on August 25, 2016. And we (the American Association of Colleges of Nursing and Liaison International) are committed to making it the best cycle yet and look forward to working with you.

For more important information go here.

Important Dates to Remember:

- June 1st July 18th NursingCAS Configuration Portal training offered
- June 7th The Configuration Portal for the 2016-2017 Application Cycle opens
- August 8th If your school will launch programs on August 25th, you must submit your programs for review by August 8th.
- August 25th The 2016-2017 Application Cycle opens



American Association of Colleges of Nursing

# Your PURL Page

- Re-applicant feature will allow existing applicants to carry over their transcripts and data (with the exception of references and programspecific materials)
- Reference requirements will be customizable on a per-program basis
- Batch PDF Export Tool will facilitate batch downloads of applications, transcripts, and other supporting documents (including an API feature)
  - There will be an enhanced PDF layout for document downloads
- A WebAdMIT 2016 2017 Cycle Toggle will be available to switch between viewing applicants from 2016-2017 NursingCAS application cycle and NursingCAS 3.0 (which is labeled as WebAdMIT 2014 – 2015)
- New document types available in the program materials section
- Additional Questions added to the Application
- Advisor portal access will be available
- Improved Search Filter
- Pending: Working with ETS now to add official GRE and TOEFL Scores

# Updates for the 2016 - 2017 Cycle

### Welcome Back

As a previous applicant to **ADEA DHCAS**, you can speed up the application process by copying data from your previous application. Whether you submitted an application or started an application but did not complete the application process, this time saving process applies to you.

#### Confirm Your Profile Information



Step 1 in the re-applicant process is to confirm your profile information. Make any necessary updates to your Name, Contact Information and Account Information.

#### Decide if You Want to Copy Application Data



Step 2 in the re-applicant process is to decide if you want to copy data from a previous application. You will be able to review all of the application sections and decide what you want to copy. Or, you can start with a blank application to clear out all previous application information.

#### Choose Your Programs



Once you have updated your profile and decided which application data to copy, you will start your new application. The first step is selecting the programs to which you want to apply.

#### **Review Application Sections**



Every section of the application for which you choose to copy application data will initially be marked with the ! icon. You will need to visit each of these application sections to confirm the data is accurate or make updates.

Ready To Begin?

Start Reapplication

#### What carries over?

- CAS ID
- Data in personal information section
- Data in academic history section
- Transcripts

### What doesn't carry over?

- References
- Questions or documents from the program materials section
- The fee resets
- SSNs don't carry over

# Re-Applicant Feature

If they are applying to programs between now – August 15, 2016 then remind them that the last date for transcript processing is August 19, 2016 so they need to get in their documents in advance of that date.

If they are applying to programs between August 25, 2016 – August 15, 2017 then they should wait to either create their NursingCAS account or log into the application until the NursingCAS 2016 – 2017 application opens on August 25<sup>th</sup>.

As a reminder, there will be a reapplicant feature that will allow them to carry over their data.

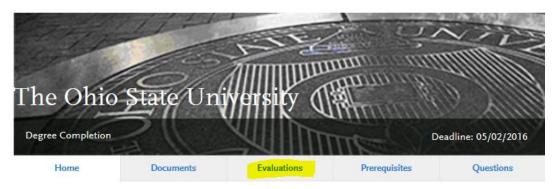
Information and FAQs are posted on <a href="http://www.nursingcas.org/cycle-faqs/">http://www.nursingcas.org/cycle-faqs/</a>

### APPLICATION CYCLE FAQS FOR APPLICANTS

The current NursingCAS application cycle will officially close on August 15, 2016 and the NursingCAS 2016 – 2017 Application Cycle will open on August 25, 2016. It's important to note that if you are applying to programs with an August deadline then you must get your transcripts in by August 19 since that is the last date for processing for this cycle. Some programs may have adjusted their deadline date so please be sure to log into your application and click on the "Submit Application" tab at the top to view any potential changes. The NursingCAS 3.0 application has been open since October 2014, so you may have noticed old program d...

READ MORE

# What should we tell applicants?



OSU Dental Hygiene Baccalaureate Degree Completion Program

The Dental Hygiene Baccalaureate Degree Completion Program is a flexible, online program for licensed dental hygienists who hold an associate degree from a CODA accredited dental hygiene program. Students will expand their knowledge of research and patient care and prepare for additional roles in dental hygiene education, research, public heath, business or administration.

This program combines the general education aspects of a baccalaureate degree with advanced education in dental hygiene. Scheduling is flexible and students may enroll part-time or full-time. Dental hygiene courses and most general education courses are offered in a distance learning format designed to be convenient for working students. Basic science courses that cannot be completed online can be completed at any of Ohio State's five campuses or may be transferred from other institutions.

#### **Program Details**

Start Term: Fall	Start Year: 2016
s	
Minimum required completed for app submitted for review	plication to be
	Minimum required completed for app

References (referred to as "Evaluations") will move into the "Program Materials" section and you will be able to customize your requirements on a per program basis.

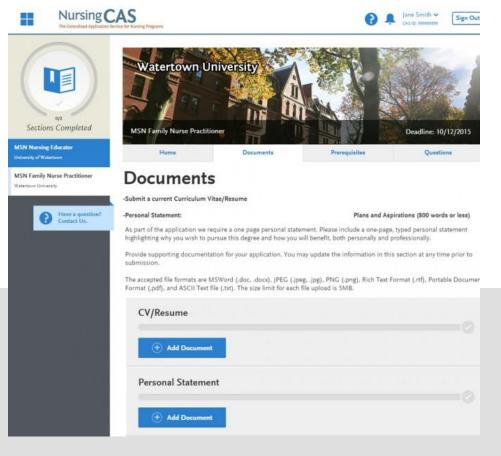
For example, your RN to BSN program could require 2 references and your PhD could require 0 references.

You will also be able to configure if an applicant will be required to submit references to advance to a complete status in WebAdMIT.

Reference Requirements

## **List of Document Types**

You can configure which types of documents an applicant should upload (*required or optional*) on a per program basis

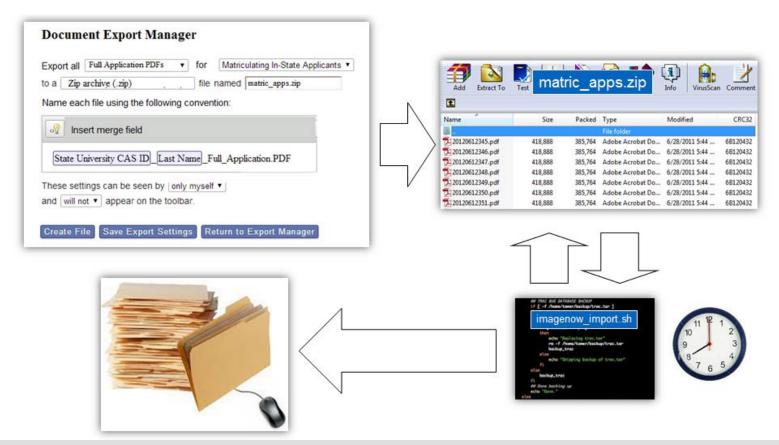


Certification Catalog Course Description CV/Resume Health Records High School Transcript License Military Papers Personal Statement Research/Publication Shadowing/Healthcare Hours **Test Score Report** Writing Sample Other

\*Items italicized are new types

# New Types

### Ability to conduct bulk downloads of PDF documents from WebAdMIT



Access <u>FAQs</u> on this new tool, the PDF Manager, which will be available in WebAdMIT in late August.

# Batch PDF Download



- Your access to WebAdMIT will not be impacted by the cycle switchover
- Applicant data from the 2016 2017 cycle will flow into WebAdMIT beginning on August 26<sup>th</sup>
- The 2015 2016 Cycle in WebAdMIT does not technically exist since the current application has been open since 2014. *Applicants who submitted during 2016 currently appear in your "2014 2015" view.*

Applicants who applied **between October 15, 2014 – August 15, 2016** will appear in your "2014 – 2015" view in WebAdMIT

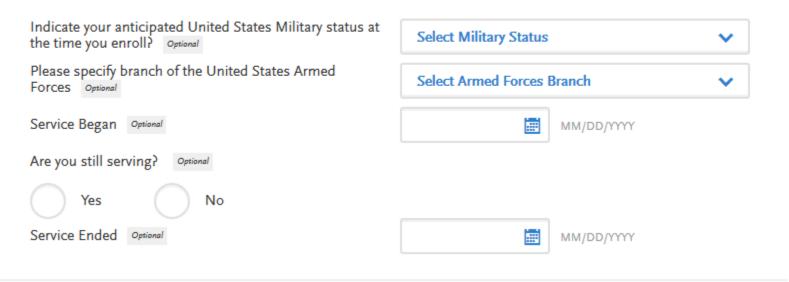
Applicants who applied between **August 25, 2016 – August 15, 2017** will appear in your **"2016 – 2017" view in WebAdMIT** 

# WebAdMIT 2016 – 2017 Toggle View

Background Information		
Check if any of the following apply to you:  Optional	I graduated from a high school from which a low percentage of seniors receive a high school diploma.	
	I graduated from a high school at which many of the enrolled students are eligible for free or reduced price lunches.	
	I am from a family that receives public assistance (e.g. Aid to Families with Dependent Children, food stamps, Medicaid, public housing) or I receive public assistance.	
	I am from a family that lives in an area that is designated as a Health Professional Shortage Area or a Medically Underserved Area.	
	I participated in an academic enrichment program funded in whole or in part by the Health Careers Opportunity Program.	
	I am a high-school drop-out who received AHS diploma or GED.	
	I am from a school district where 50% or less of graduates go to college or where college education is not encouraged.	
	I am the first generation in my family to attend college(neither my mother nor my father attended college).	
	English is not my primary language.  Your parent's family income falls within the table's guidelines and you are considered to have met the criteria for econo disadvantaged.  Optional	mically
By designating any of the above, defined by the above guidelines.	you are considered to have met the criteria for educ Yes No	
household (number of exemption	What is the type of geographic area where you were raised?  What is the type of geographic area where you were raised?  Select GeographicArea	
most recent tax forms regardles:	s of age.	

# Disadvantaged Background?

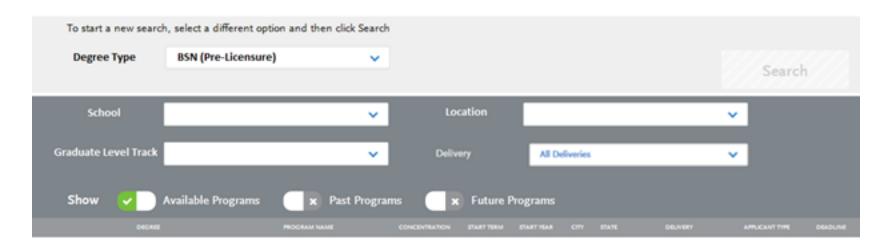
### **Military Status**



### Military Discharge

Were you honorably discharged from the military?					
Yes	No	I did not serve			

# Enhanced Military Questions



- Primary filter of degree type will help the programs list load faster
- Applicants will be able to search for programs by delivery online, on-campus or hybrid format
- Applicants can use toggles to hide past programs, show available programs, and/or display future programs that haven't opened yet

# Improved Search Filter

#### Dashboard

Welcome to your new Dashboard! Keep checking back as NursingCAS experience.

Add Content to the Applicant Newsletter

School *	
Select	v
Name *	
Type to search	+
Name of person submitting form	
Email *	
Email of parson submitting form	

## Nursing CAS Applicant Newsletter

Stay connected and informed.

#### March 22, 2016

Open Seats One of the benefits of NursingCAS is to provide notifications to applicants about programs that have available space. Did you know that more than 14,000 seats go unfilled annually? Review the listing below to determine if you would like to apply to one of these programs.

<u>Deadline Extensions</u> Programs often extend their deadlines in order

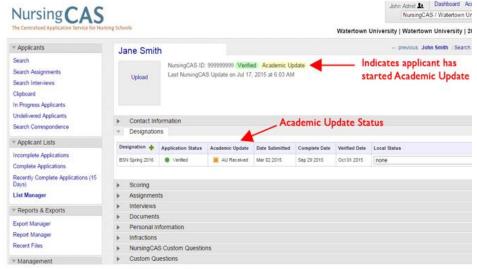
# Reminders

Submit content to the applicant newsletter at <a href="https://www.mynursingcas.org/dashboard/">www.mynursingcas.org/dashboard/</a>



Many schools have inquired about opportunities to promote their programs to prospective applicants beyond the NursingCAS Newsletter so we partnered with **Echo-Interactive**, **LLC** to establish an: **Echo-Targeting Program**, an affordable banner advertising tool that allows schools to market their nursing program to prospects online For more information, including pricing, visit www.mynursingcas.org/users/echointeractive-recruitment/

# Echo-Targeting Option



**Designations by Academic Update Status** – This channel shows every applicant based upon their application processing after an academic update period



- 2016 2017 Academic Update (AU) periods are planned for:
  - December 15, 2016 –
     February 15, 2017
  - May 30 July 25, 2017

Applicants can update their grades and send in new transcripts.

Applicants can change any "Planned/In-Progress" coursework to "Completed", so updated GPAs can be generated.

# **Academic Update**

www.mynursingcas.org/users/academic-update/

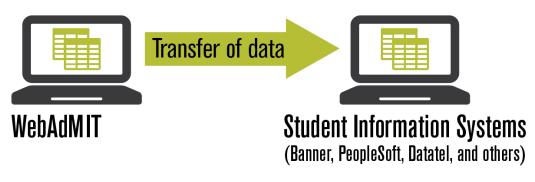


If you use CastleBranch or would like to partner with CastleBranch for your background check you can use the link below and the contact form to learn more about:

- Customizable background screening options
- Online, real-time order status
- Fast set-up and system integration with WebAdMIT

# Background Check go.castlebranch.com/nursingCAS Option

# Did you know you can schedule automatic data transfers from WebAdMIT to your internal system(s)?



Transfers are completed on:

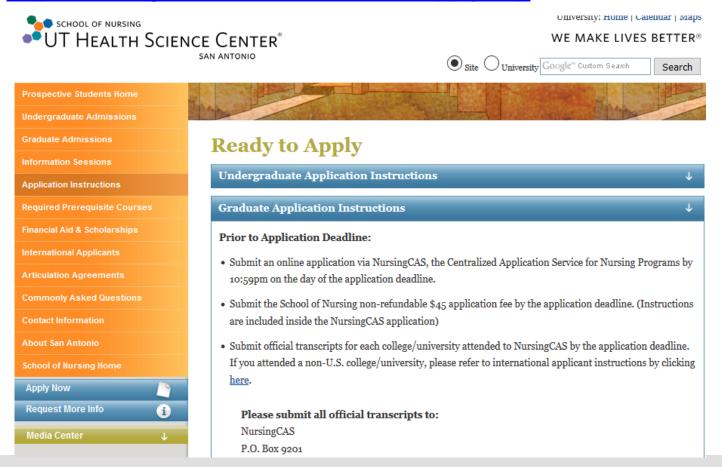


The Export API allows technical users to run export files from a backend API: set up the export file (or files) one time in the WebAdMIT user interface and all subsequent export files can be run without having to log into WebAdMIT and download a file.

## **API** Feature

http://developer.webadmit.org

### **Example:** <a href="http://nursing.uthscsa.edu/students/apply.asp">http://nursing.uthscsa.edu/students/apply.asp</a>



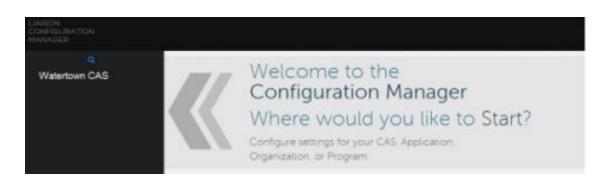
## www.nursingcas.org

Remember to update your school's Website and other materials to direct applicants to NursingCAS









Items you can configure for each progra	am:
☐ Homepage text (required)	
☐ Banner image (required)	
☐ Transcript requirement (required)	
☐ Coursework entry requirement (requ	uired)
☐ Custom questions (optional)	
□ Documents (optional)	<b>Configuration Help</b>
☐ Pre-requisites (optional)	Online Guide
☐ Evaluations (optional) - NEW	PDF Guide

# Live Configuration Training



Applicant statuses, school defined admissions statuses, and onscreen activity channels to easily manage admissions processes



**Users/Workgroups** 

**Local Statuses** 

**Document Access** 

**Queries & Lists** 

**Emails** 

Tracking

**Calculating GPAs** 

**Tracking Interviews** 

Online Review

**Scoring & Ranking** 

**Issuing Decisions** 

**Reports & Exports** 

# Live Training

https://nursingcas.webadmit.org



### **NursingCAS Management Team**

nursingcasmgr@liaisonedu.com

Contact the NursingCAS Management team with any questions regarding the application process (i.e. GPA verification, transcripts, etc.), specific applicant files, processing, individual deadline extensions, or customer service issues.

Ann Donnelly, NursingCAS Director

P: (617)-612-2064

E: adonnelly@liaisonedu.com

### **WebAdMIT Support Team**

716-636-7777, option 7 webadmitsupport@liaisonedu.com

Contact WebAdMIT Support with questions regarding WebAdMIT, the web-based admissions software. Participating schools can contact WebAdMIT support with any questions or concerns regarding their admissions management tool or to schedule additional training.

www.mynursingcas.org

# Contact Information



# For being a NursingCAS User!

## How are we doing?

- Do you have feedback or suggestions for improvements?
- Do you have best practices, tips or advice to share with your colleagues?
- What's working well?
- What can be improved?
- Any feedback from applicants or students?

## What questions do you have for us?

# Discussion Questions for the Group

Enormous potential to produce comprehensive, powerful data that can positively impact the profession

Provides an unduplicated head count of applicants – unique NursingCAS ID number assigned to each applicant

Provides a vital resource for prospective students and applicants interested in the profession – single source for admissions requirements

Assists in developing workforce projections, admissions trends, and recruitment strategies

Compiles accurate statistics; such as number of applicants and profile (age, ethnicity, gender, geographic, etc.)

Helps promote and facilitate academic progress

# Benefits to the Profession

Carolinetest—welcome to the Spring 2015 edition of the official NursingCAS Newsletter, your resource for important NursingCAS news. Email not displaying correctly? View it in your browser.

### Nursing CAS Applicant Newsletter

Stay connected and informed.

In effort to provide better information to you in a more organized format on a regular basis, we are rolling out the NursingCAS Applicant Newsletter, which will be delivered to your email inbox on the 1st and 15th of every month. Look for this informative newsletter to learn about deadline extensions, new programs, programs with available space, upcoming events, and important reminders, when applicable.

Open Seats One of the benefits of NursingCAS is to provide notifications to applicants about programs that have available space. Did you know that more than 14,000 seats go unfilled annually? Review the listing below to determine if you would like to apply to one of these programs.

Deadline Extensions Programs often extend their deadlines in order to allow applicants more time to complete the admissions process. Review the list belo to see if any programs you are interested in have extended their deadline.

New Programs New programs are added to NursingCAS frequently so

in order to help you discover and learn about new offerings please review the updated

A single online resource to research nursing program options and admissions requirements

Notifications about programs with open seats, new programs, and deadline extensions

A convenient and efficient process to apply to multiple schools using a single Web-based service for a nominal fee

Reduce the need and costs associated with duplicate application data and supporting materials

Provide applicants with online status check and validation rules to reduce errors

# Benefits to the Students





- Attend an Upcoming Webinar or Event
- Schedule a Call
- Visit the following site for more information:
  - www.mynursingcas.org
  - www.mynursingcas.org/join

## **American Association of Colleges of Nursing**

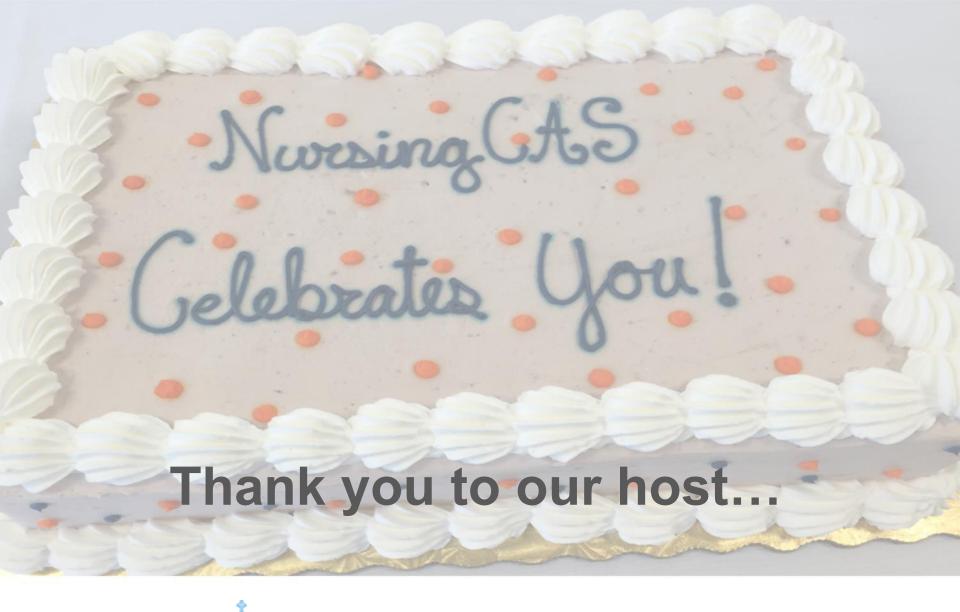
Caroline Allen, NursingCAS Director

202-463-6930 x258, callen@aacn.nche.edu

### **Liaison International**

Ann Donnelly, NursingCAS Director 617-612-2064, <a href="mailto:adonnelly@liaison-intl.com">adonnelly@liaison-intl.com</a>

## More Information



University of San Diego®