Welcome

San Diego, CA

University of San Diego

July 26, 2016

Presenters:

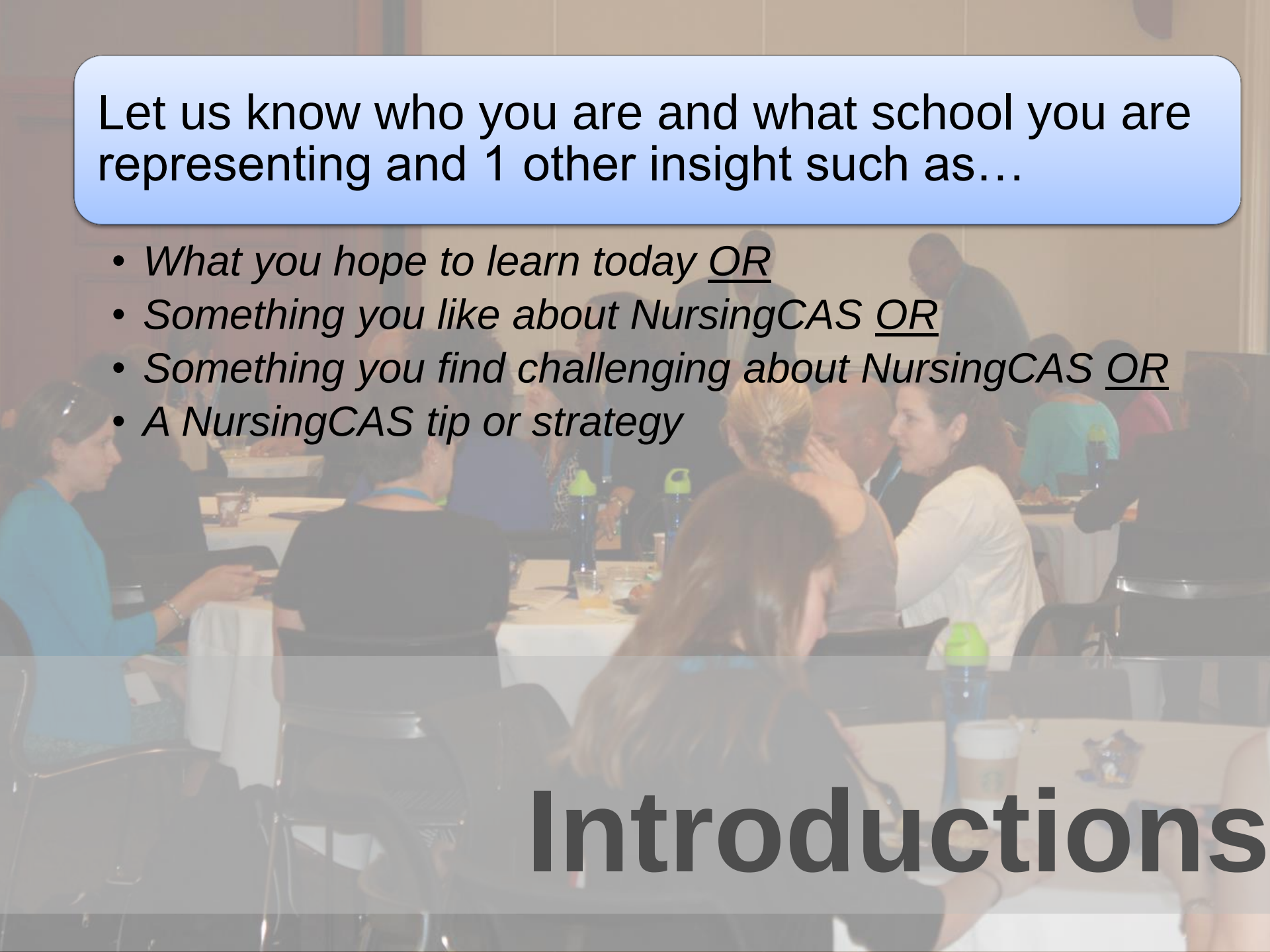
Caroline Allen, *NursingCAS Director, the American Association of Colleges of Nursing*

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 OR*
- *Something you like about NursingCAS OR*
- *Something you find challenging about NursingCAS OR*
- *A NursingCAS tip or strategy*

Introductions

American Association of Colleges of Nursing

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

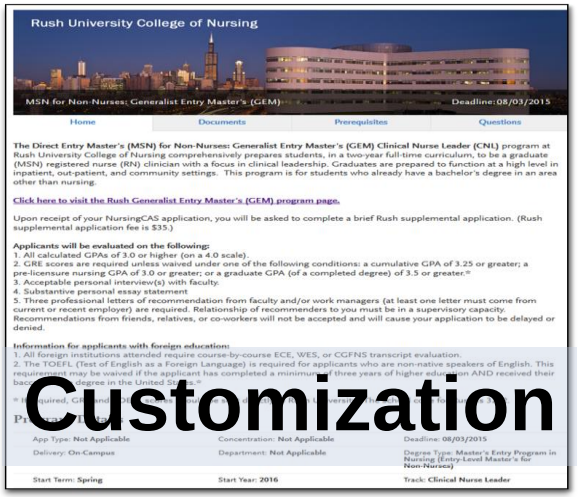
Liaison International provides the software, processing, and support to applicants and participating schools. Industry leader with 20 years of experience working with 25 different health profession to administer CAS's.

LIAISON INTERNATIONAL

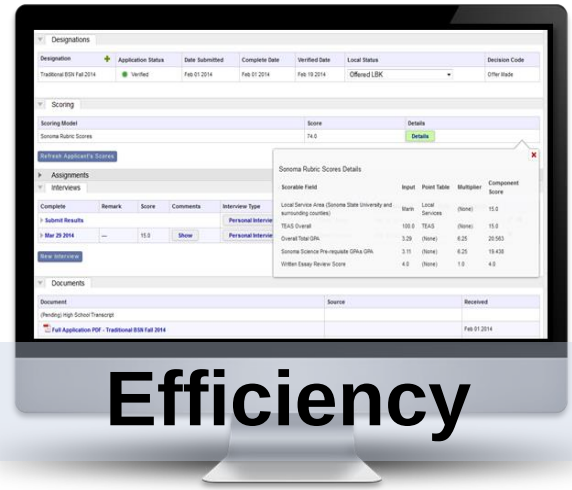
NursingCAS partners with participating schools to provide an online application to students who wish to apply to that school's programs and processes applications on their behalf

Partnership

Access



Customization



Efficiency

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

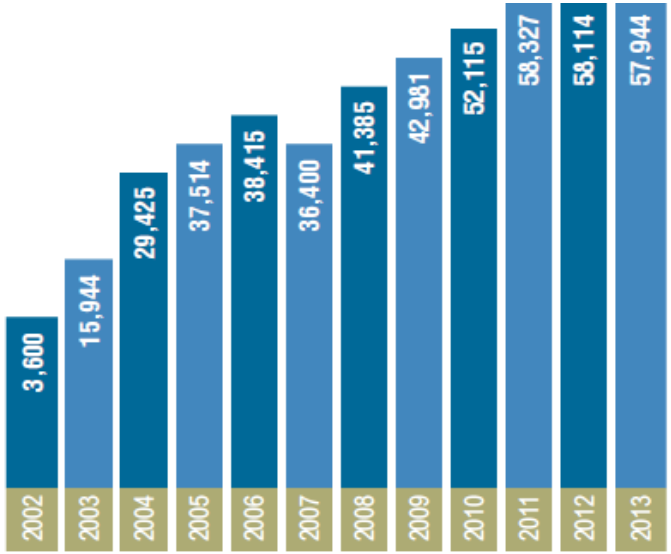
Goal of NursingCAS

Streamline the application process for prospective students

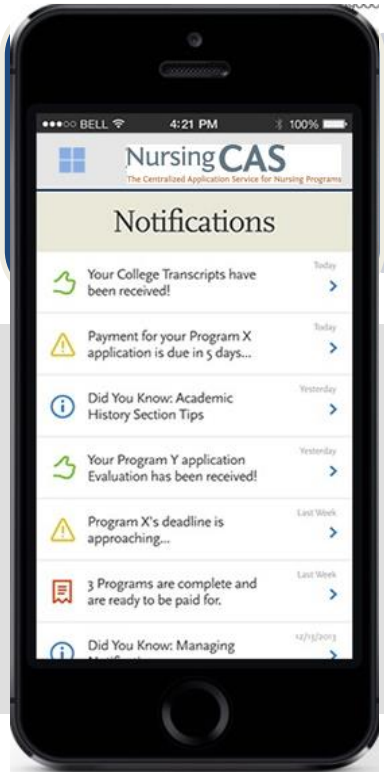
- A single, online resource to research and apply to participating programs

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

Their Experience

The College of St. Scholastica

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 (2nd Degree Programs)
  - Most programs are offered in a hybrid (online/on-campus) format

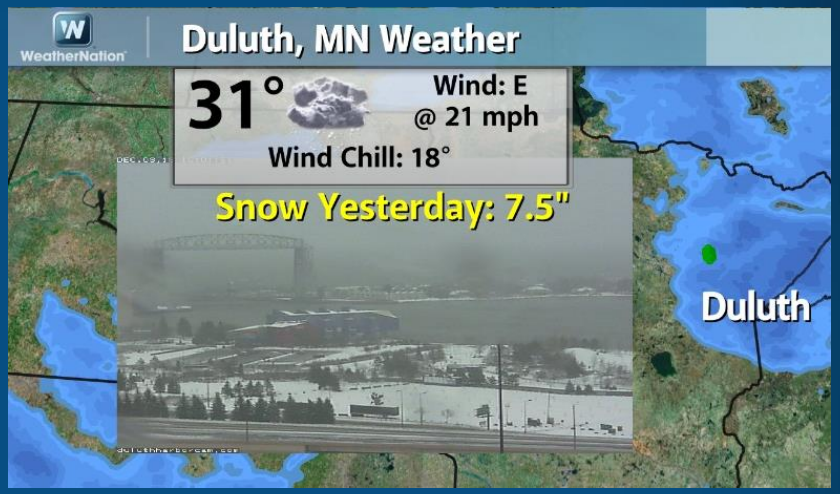
Current Climate

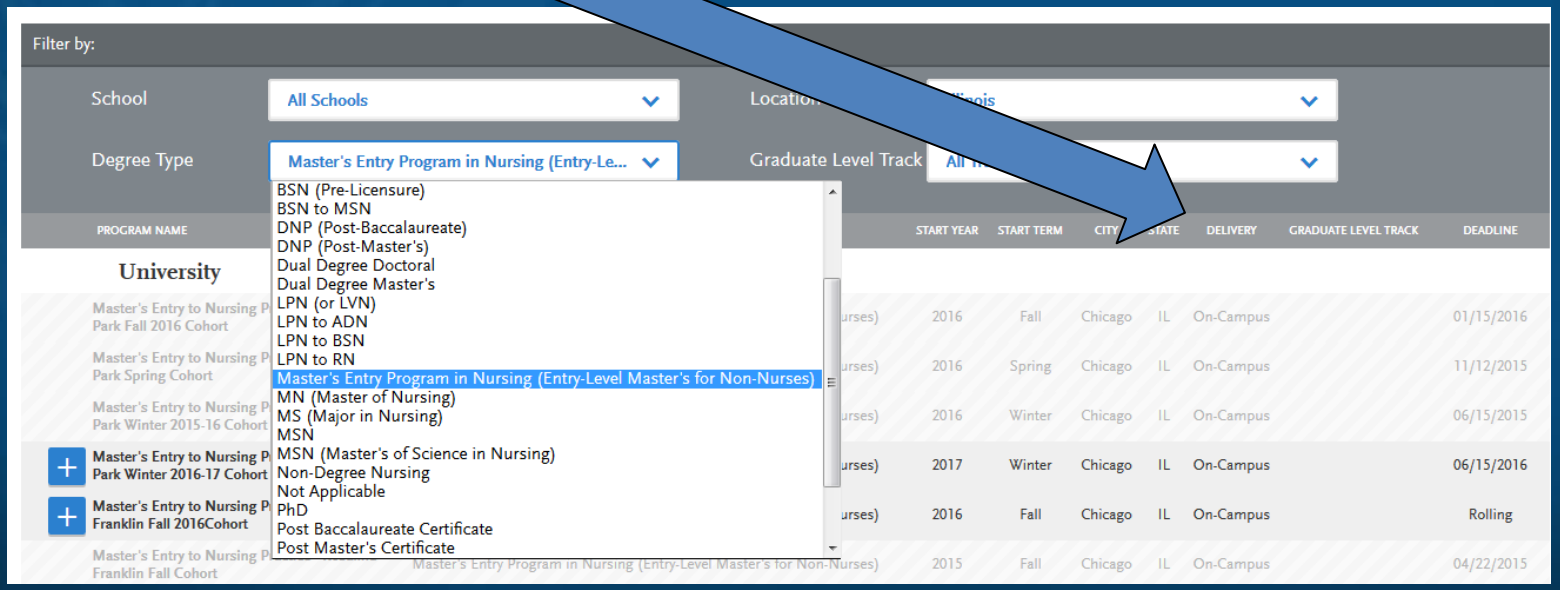
- **Volume**
  - All graduate level – 165 apps/80 seats
    - *Pre-NursingCAS – 125 apps/80 seats*
  - Post-Baccalaureate – 150 apps/50 seats
    - *Pre-NursingCAS – 90 apps/50 seats*

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

Location, Location, Location

- Promote the hybrid format
  - Online courses with minimal on-campus meetings
- "Program Delivery" on the Search Page
  - Prospective students can use NursingCAS to find hybrid programs offered at participating schools





Discovery

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

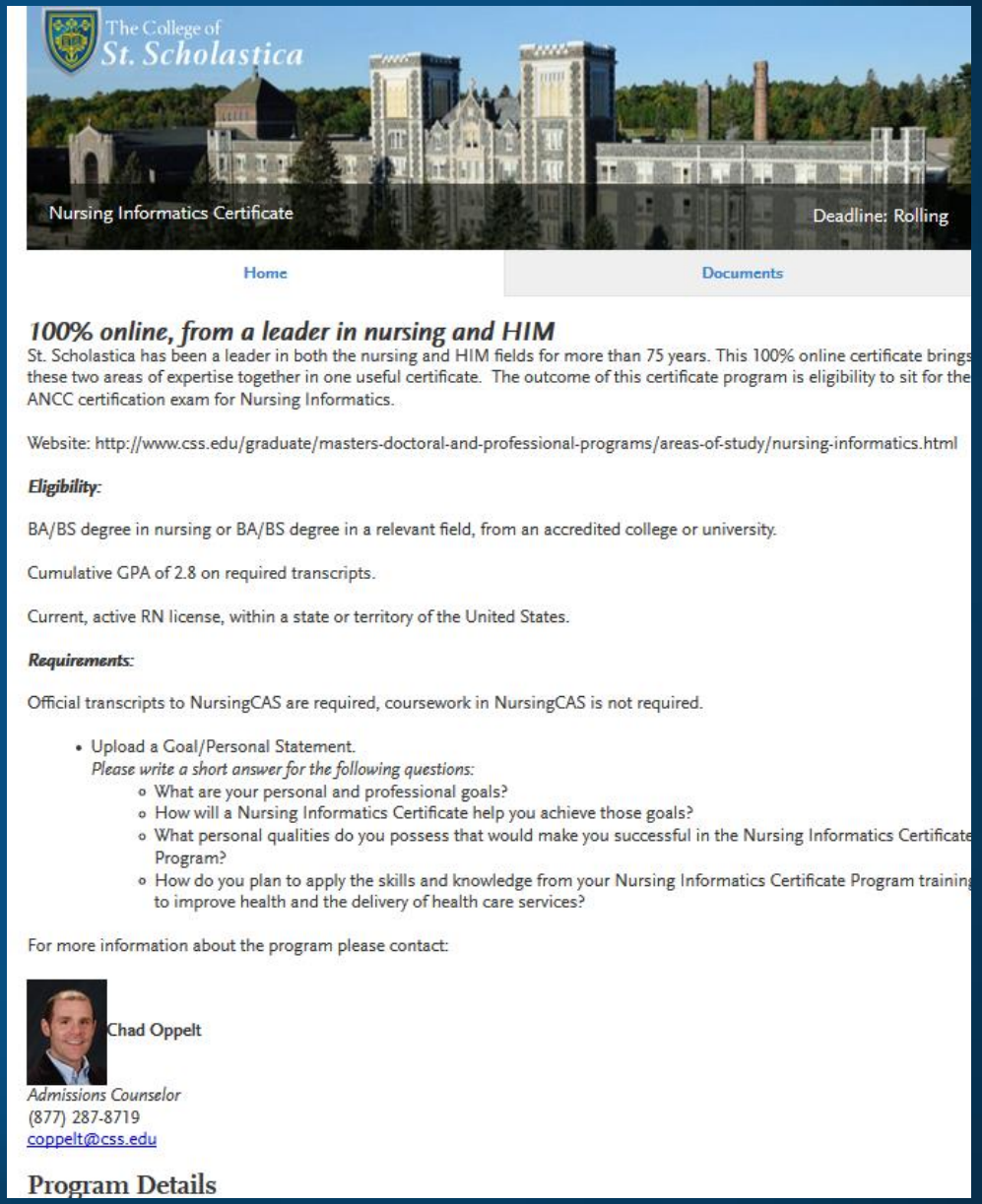
- Easier for applicants, better for schools

"State" Search

- Prospective students can search NursingCAS for participating schools in a state

"Degree Type" Search

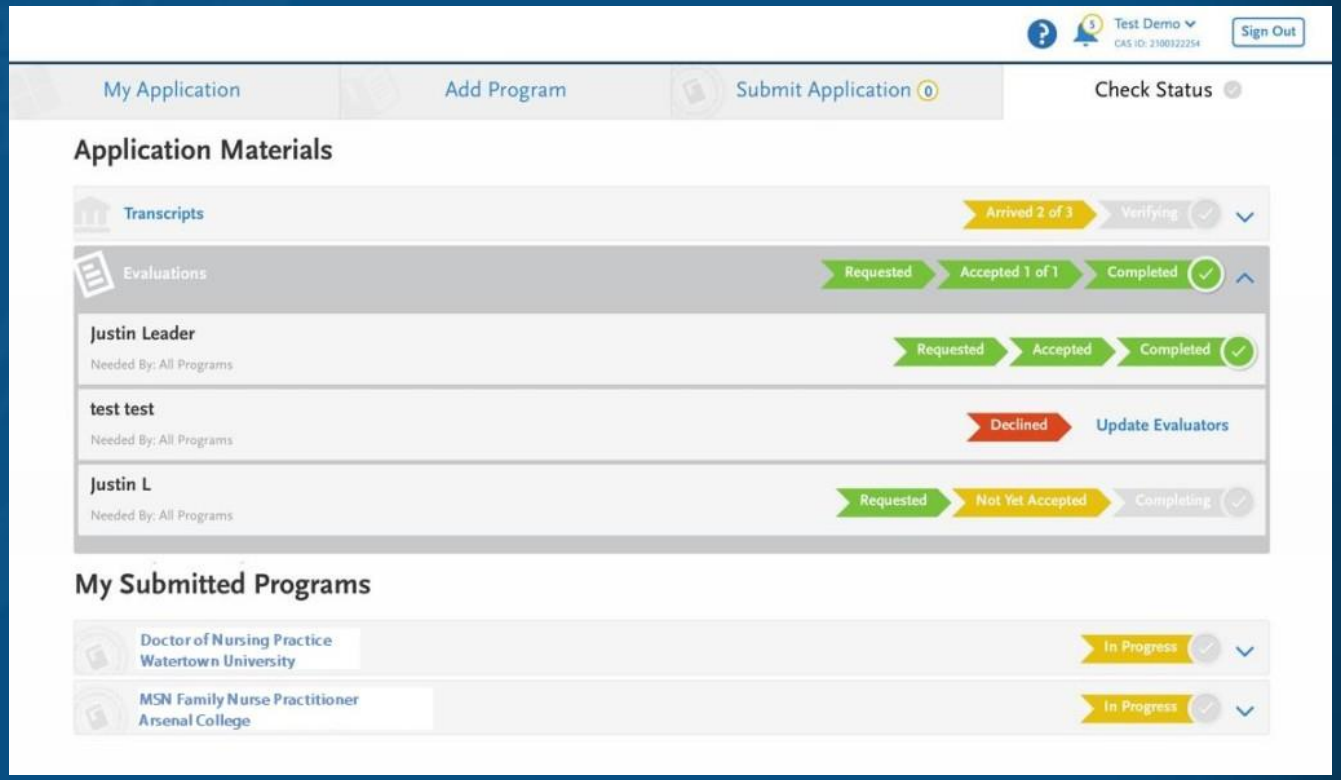
- Prospective students can search NursingCAS for specific program types and tracks



Student Experience

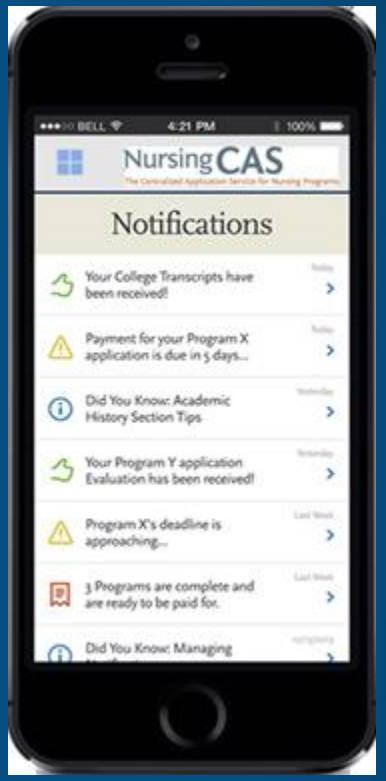
Streamlined

- 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



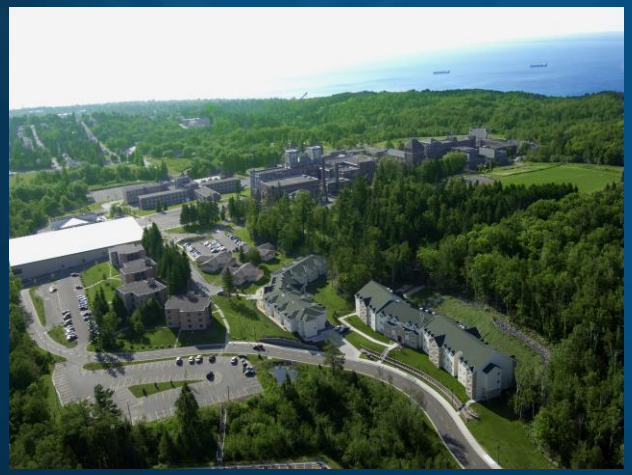
Paperless Environment

- **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: https://tango.css.edu/app/adep/intent-to-enroll/ 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 http://www.mynursingcas.org/resources/

- **Efficient Operations**

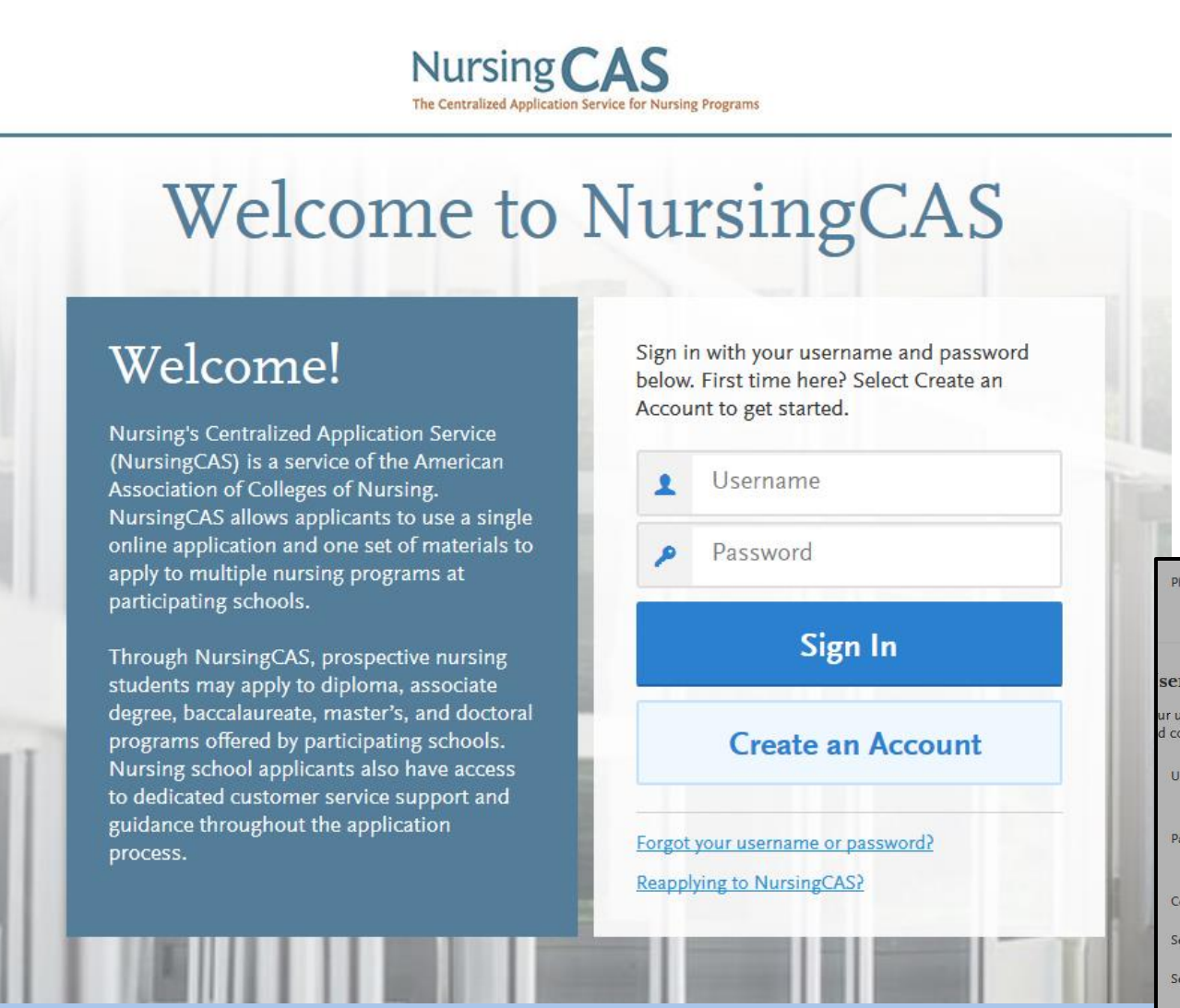
A **Centralized Application Service** for prospective students to research and apply to RN diploma, associate degree, baccalaureate, master's, and doctoral programs at participating nursing schools nationwide using one, online application.

Web AdMIT™

Powerful Admissions Software for staff to manage and analyze their applicant pool. Schools can have an unlimited number of users with customized access. **Ongoing training and support is provided.**

Integrated Administrative Services including the processing and management of transcripts, supporting materials, calculating GPAs, and providing applicant service and support.

NursingCAS 101



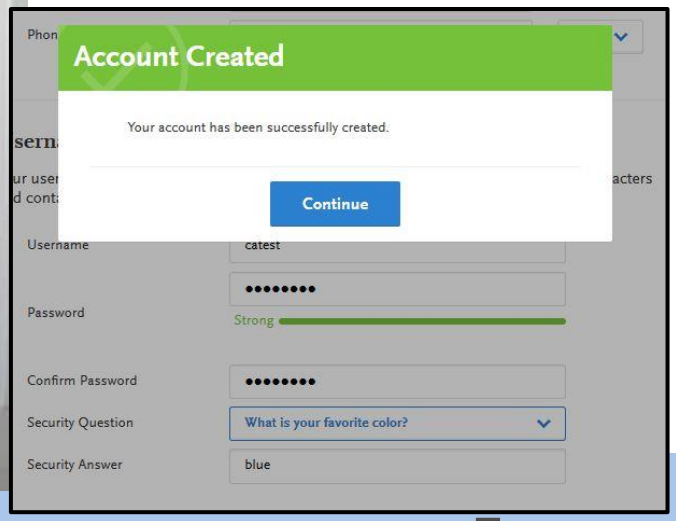
NursingCAS Fees:

Undergraduate

- $45 for 1st Program submissions
- $30 per additional program submissions

Graduate

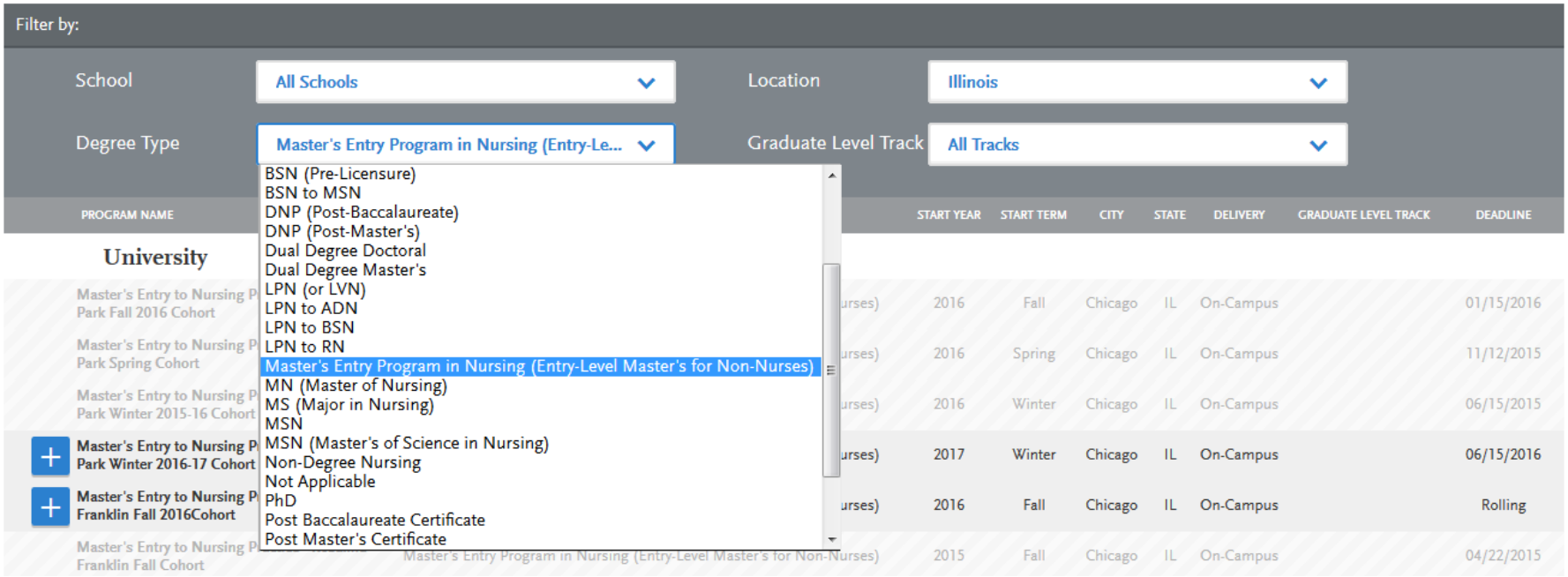
- $65 for 1st Program
- $35 per additional program submissions

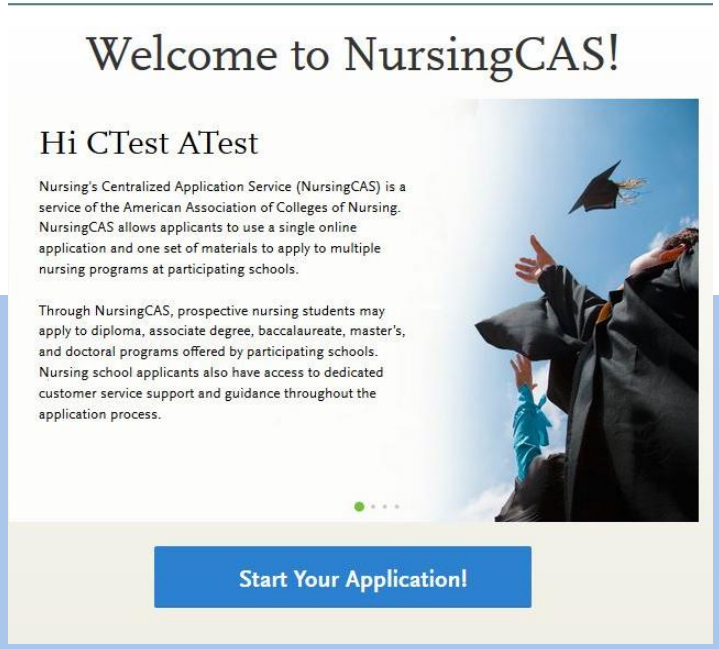


**No Cost to Schools – training, software, and support are free*

www.nursingcas.org

The Application





Applicants can search for programs even before they start their application by visiting https://nursingcas.liaisoncas.com/applicant-ux/#/landingPagePrograms

Program Discovery

Completing the Application

Personal Information

- [ ] Biographic
- [ ] Demographic
- [ ] Citizenship
- [ ] Race & Ethnicity
- [ ] Family Information
- [ ] Military Service

Academic History

- [ ] High school transcripts
- [ ] College Transcripts
- [ ] Transcript Entry
- [ ] Test Scores

Supporting Information

- [ ] Achievements
- [ ] Experiences
- [ ] Licensure & Certifications

Program Materials

- [ ] Instructions
- [ ] Custom Questions
- [ ] Documents
- [ ] Pre-requisite coursework
- [ ] Admissions Requirements
- [ ] Deadline
- [ ] Evaluations (References)

Application Sections

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

My Program Selections 3

HAVE UPCOMING DEADLINES	READY TO SUBMIT
0	0

Manage My Programs

Latest Notifications

- NursingCAS application – deadline reminder — Yesterday
- NursingCAS application – deadline reminder — Yesterday

View My Notifications

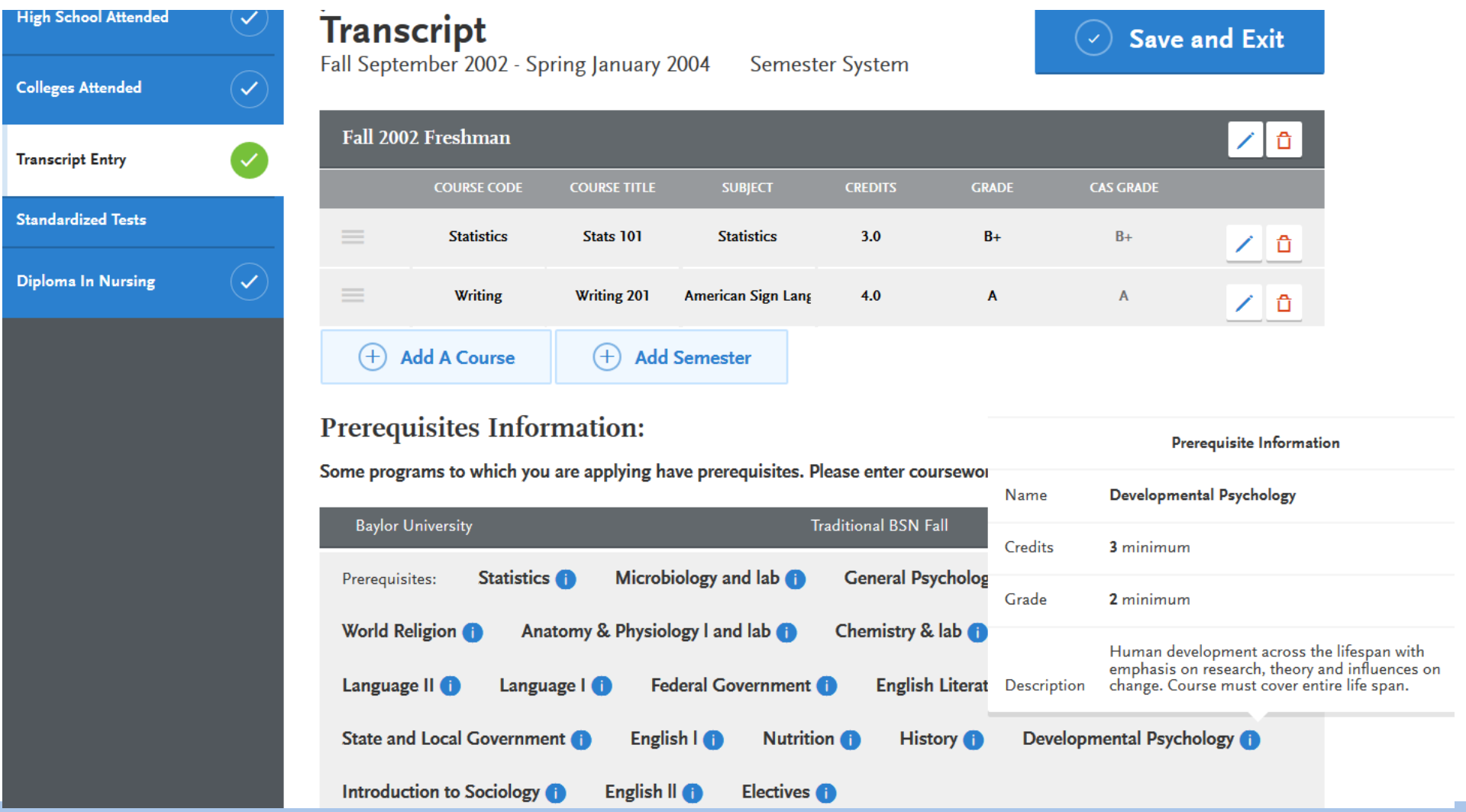
Academic History

4/5 *Sections Completed*

- High School Attended ✓
- Colleges Attended ✓
- Transcript Entry ✓
- Standardized Tests
- Diploma In Nursing ✓

Custom Transcript Requirements

Custom Coursework Entry Requirements



How Applicants Input Coursework Data

If you choose official transcripts and full coursework data entry you will receive a robust set of GPA calculations.

And will have the ability to use a tool do custom GPA calculations.

You can also turn on prerequisite coursework requirements.

GPA Overview

By Year | By Subject | By School | By Local GPA | By Prerequisite GPA | Official WES GPAs | By Transcript

Year	Total Hours	Total GPA	Total QP
Freshman	39.00	3.92	153.0
Sophomore	44.00	3.80	167.0
Junior	26.00	3.19	83.0
Senior	44.00	3.48	153.0
Graduate	0.00	0.00	0.0
Post-Baccalaureate	0.00	0.00	0.0
Cumulative Undergraduate	153.00	3.63	556.0
Overall	153.00	3.63	556.0

GPA Overview

By Year | By Subject | By School | By Local GPA | By Prerequisite GPA | Official WES GPAs | By Transcript

Subject	Total Credits	Total GPA	Total Quality Points
English	12.00	4.00	48.00
Mathematics	6.00	4.00	24.00
Natural Science	21.00	3.52	74.00
Other Courses	105.00	3.59	377.00
Social Science	9.00	3.67	33.00

GPA Overview

By Year | By Subject | By School | By Local GPA | By Prerequisite GPA | Official WES GPAs | By Transcript

School	GPA	Credits	QP
FAKE COLLEGE	3.37	70.00	236.00
FAKE STATE UNIVERSITY	3.86	83.00	320.00

Full Verification GPA Set + Custom GPAs

School	School Type	Term Type	Transcript Type	Credit Hours	GPA	Quality Points
THE FAKE STATE UNIVERSITY	Undergraduate	Semester	Official	47.00	2.93	138.00
COLLEGE OF WATERTOWN	Undergraduate	Semester	Official	3.00	4.00	12.00
UNIVERSITY OF BONAVENTURE	Undergraduate	Semester	Official	4.00	1.66	6.66

	Total Credit Hours	Cumulative GPA	Total Quality Points
Cumulative Undergraduate GPA	54.00	2.90	156.66
Cumulative Graduate GPA	0.00	0.00	0.00
Cumulative Overall GPA	54.00	2.90	156.66

If you choose official transcripts and pre-requisite coursework data entry only or coursework data entry then you will receive a limited number of GPA calculations.

You can also turn on prerequisite coursework requirements.

Light Verification GPA Set, No Custom GPAs

GPA Overview

By Year | By Subject | By School | By Local GPA | By Prerequisite GPA | Official WES GPAs | By Transcript

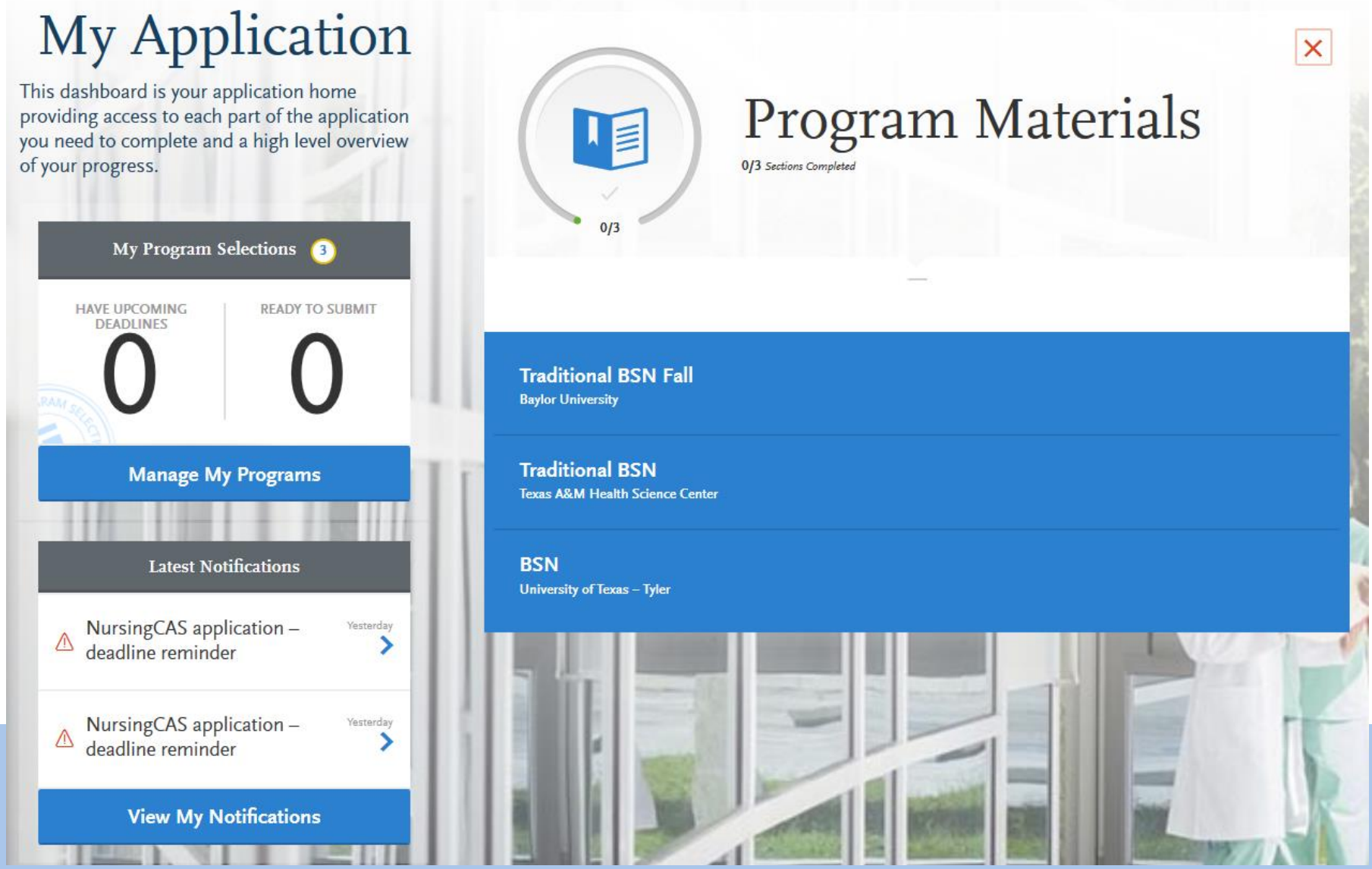
Name	Number of Courses	GPA	Credits	QP
Bachelors of Science, Nursing Prerequisites	10	3.58	31.00	111.00

Prerequisite GPAs

Bachelors of Science, Nursing Prerequisites — Expand all

	Description	Date Fulfilled	Min. GPA	Attempted GPA	Min. Credits	Attempted Credits	Force Fulfill	Fulfilled By	
✓	Communication	Mar 3, 2016 at 2:13 PM	2.00	4.00	3.00	3.00	☐	N/A	Details
✓	English	Mar 3, 2016 at 2:13 PM	2.00	4.00	3.00	3.00	☐	N/A	Details
✓	Critical Thinking	Mar 3, 2016 at 2:13 PM	2.00	4.00	3.00	3.00	☐	N/A	Details
✓	Statistics	Mar 3, 2016 at 2:13 PM	2.00	4.00	3.00	4.00	☐	N/A	Details
✓	Chemistry	Mar 3, 2016 at 2:26 PM	2.00	4.00	4.00	5.00	☐	N/A	Details
unfulfilled	Chemistry Lab	N/A	2.00	0.00	2.00	0.00	☐	N/A	Details
✓	Anatomy	Mar 3, 2016 at 2:26 PM	2.00	2.00	3.00	4.00	☐	N/A	Details
✓	Anatomy Lab	Mar 8, 2016 at 10:15 PM	2.00	2.00	2.00	4.00	☐	N/A	Details
unfulfilled	Physiology	N/A	2.00	4.00	5.00	4.00	☐	N/A	Details
✓	Physiology Lab	Mar 8, 2016 at 10:15 PM	2.00	4.00	2.00	4.00	☐	N/A	Details
✓	Microbiology	Mar 3, 2016 at 2:26 PM	2.00	3.00	4.00	5.00	☐	N/A	Details
✓	Microbiology Lab	Mar 8, 2016 at 10:15 PM	2.00	3.00	2.00	5.00	☐	N/A	Details

Prerequisite GPA Information


My Application
This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.
My Program Selections 3
HAVE UPCOMING DEADLINES
0
READY TO SUBMIT
0
Manage My Programs
Latest Notifications
NursingCAS application – deadline reminder
Yesterday
NursingCAS application – deadline reminder
Yesterday
View My Notifications
0/3
Program Materials
0/3 Sections Completed
Traditional BSN Fall
Baylor University
Traditional BSN
Texas A&M Health Science Center
BSN
University of Texas – Tyler

University of Houston

UH - Spring 2017 Entry - Second Degree BSN

Deadline: 08/15/2016

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The Second Degree bachelors program is a twelve-month, intensive, full-time program for individuals holding bachelor's or master's degrees in other fields who want to become registered nurses (RNs). This accelerated program is designed to facilitate a career change for the more mature and experienced student. This program is offered face to face at the UH Sugar Land campus in Sugar Land, Texas, near Houston.

The primary focus of the Second Degree Bachelor of Science in Nursing (BSN) program is healthcare in diverse settings. The graduate will utilize scientific inquiry, evidence-based practice and nursing leadership concepts. The curriculum will provide graduates with strong critical thinking skills, leadership and management skills, and the ability to incorporate research findings and information from other disciplines into nursing practice. In addition, graduates will be ready to enter graduate degree programs with majors in administration, education, clinical nurse leadership, and advance practice nursing roles.

Admission to this program is every Spring. The deadline for application is August 15th.

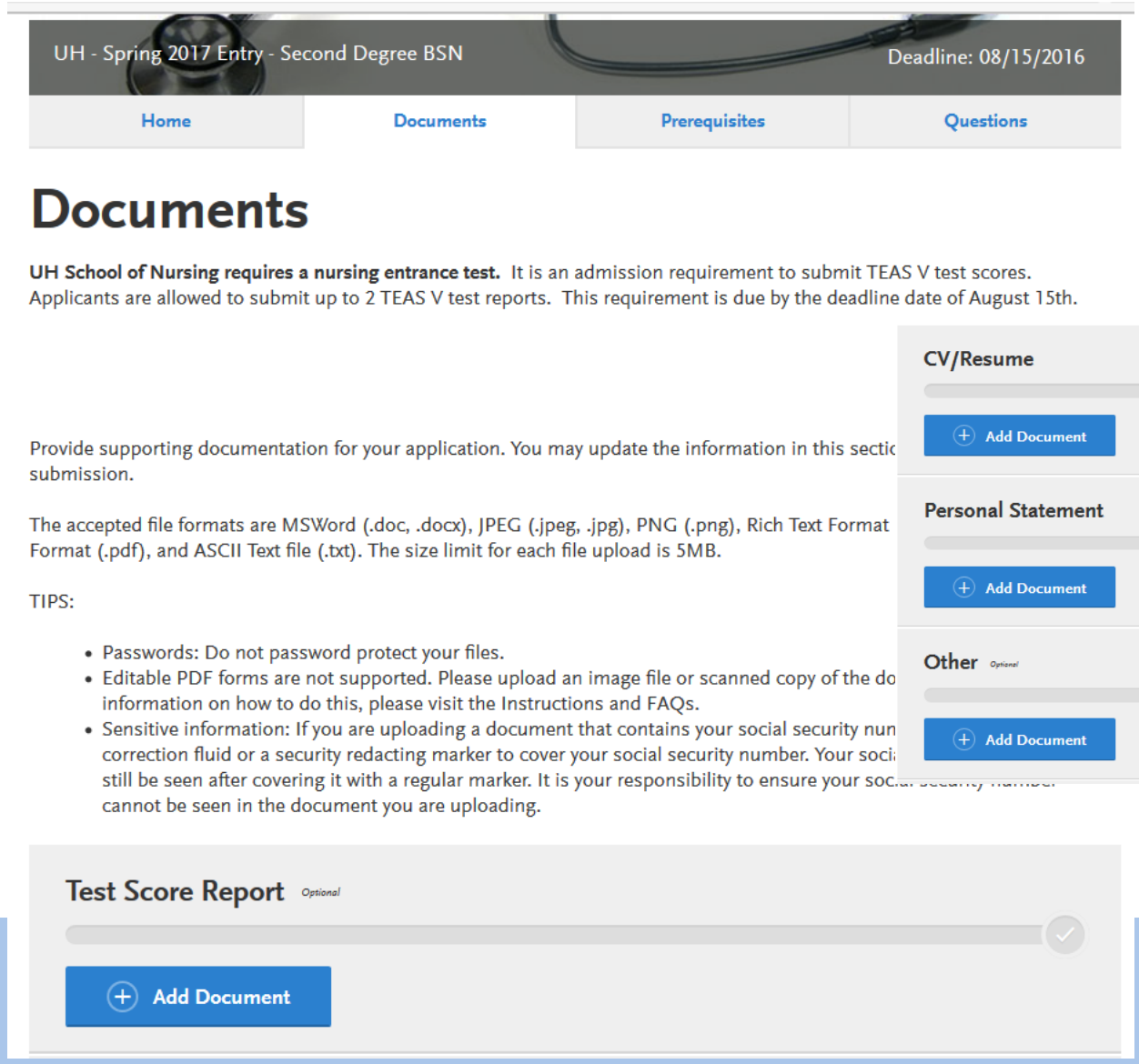
Graduates of the Second Degree BSN program are eligible to apply to take the examination for licensure as registered nurses (NCLEX).

Applicants MUST submit a social security form PRIOR to the application deadline August 15th for application to be considered for admission to this program. The form may be obtained from the UH School of Nursing website under the Application Checklist information at http://www.uh.edu/nursing/second-degree-bsn/checklist/. Click on the link for the form, print, and fax to the number listed on the Application Checklist page.

For additional information and program requirements, visit our website at http://www.uh.edu/nursing/.

For each program a school posts on NursingCAS you can customize:

- Brand your page with an image and color scheme
- Add descriptive and instructional text to guide applicants
- Enter specific questions applicants must answer
- Identify documents applicants must submit to your program
- Set transcript and coursework entry requirements
- Display prerequisite courses so applicants can self-identify which courses from their academic history meets your prerequisites
- Identify evaluation requirements


UH - Spring 2017 Entry - Second Degree BSN
Deadline: 08/15/2016
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Documents
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Documents
UH School of Nursing requires a nursing entrance test. It is an admission requirement to submit TEAS V test scores.
Applicants are allowed to submit up to 2 TEAS V test reports. This requirement is due by the deadline date of August 15th.
Provide supporting documentation for your application. You may update the information in this sectio
submission.
The accepted file formats are MSWord (.doc, .docx), JPEG (.jpeg, .jpg), PNG (.png), Rich Text Format
Format (.pdf), and ASCII Text file (.txt). The size limit for each file upload is 5MB.
TIPS:
Passwords: Do not password protect your files.
Editable PDF forms are not supported. Please upload an image file or scanned copy of the do
information on how to do this, please visit the Instructions and FAQs.
Sensitive information: If you are uploading a document that contains your social security nun
correction fluid or a security redacting marker to cover your social security number. Your soci
still be seen after covering it with a regular marker. It is your responsibility to ensure your soc
cannot be seen in the document you are uploading.
Test Score Report Optional
Add Document
CV/Resume
Add Document
Personal Statement
Add Document
Other Optional
Add Document

UH - Spring 2017 Entry - Second Degree BSN

Deadline: 08/15/2016

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Prerequisites

You have not added any coursework yet!

This program requires you to identify courses you have taken that fulfill the pr
listed below. Click the 'Go to Transcript Entry' button to enter the appropriate
return to this page to identify which courses fulfill each prerequisite.

Go to Transcript Entry

Prerequisites for this program	Credits	Grade	Description
Writing in the Discipline	3	2	ENGL 2330 Writing in the Disciplines
Creative Arts	3	2	Creative Arts - May select from UH C
POLS 1336	3	2	US and Texas Constitution and Politics
BIOL 1344	3	2	Human Anatomy & Physiology II
BIOL 1334	3	2	Human Anatomy & Physiology I
MATH 2311	3	2	Statistics
CHEM 1301	3	2	Foundations of Chemistry

Chemistry

Assign Course

MATH 2311

Save and Exit

Select Your MATH 2311 Course

I Am Not Matching Any Courses to this Prerequisite

Statistics

Minimum Credits 3 | Minimum Grades 2

SAINT BONAVENTURE UNIVERSITY Transcript 0

Fall 2002

COURSE CODE	COURSE TITLE	SUBJECT	CREDITS	GRADE
Math 201	Intro to Math	Mathematics	3.0	B
BIO 402	Intro to BIO	Biology	4.0	A
MATH 300	Math 3	Mathematics	3.25	B

UH - Spring 2017 Entry - Second Degree BSN

Deadline: 08/15/2016

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Questions

Applicants MUST complete Residency Validation Questions in order for application to be complete and considered for admission to this program.

Residency Validation Questions

Residency Validation Questions

If you currently live in Texas, how long have you been living here? Provide response in the following format: 00 Months/00 Years.

During the 12 months prior to the term for which you are applying, did you attend a public college or university in Texas for a fall or spring term?

- Yes
- No

When you begin the semester for which you are applying, will you have lived in Texas for the previous 12 months?

- Yes
- No

Are you a Citizen or Permanent Resident?

- Yes
- No

Are you a foreign national whose application for Permanent Resident Status has been preliminarily reviewed?

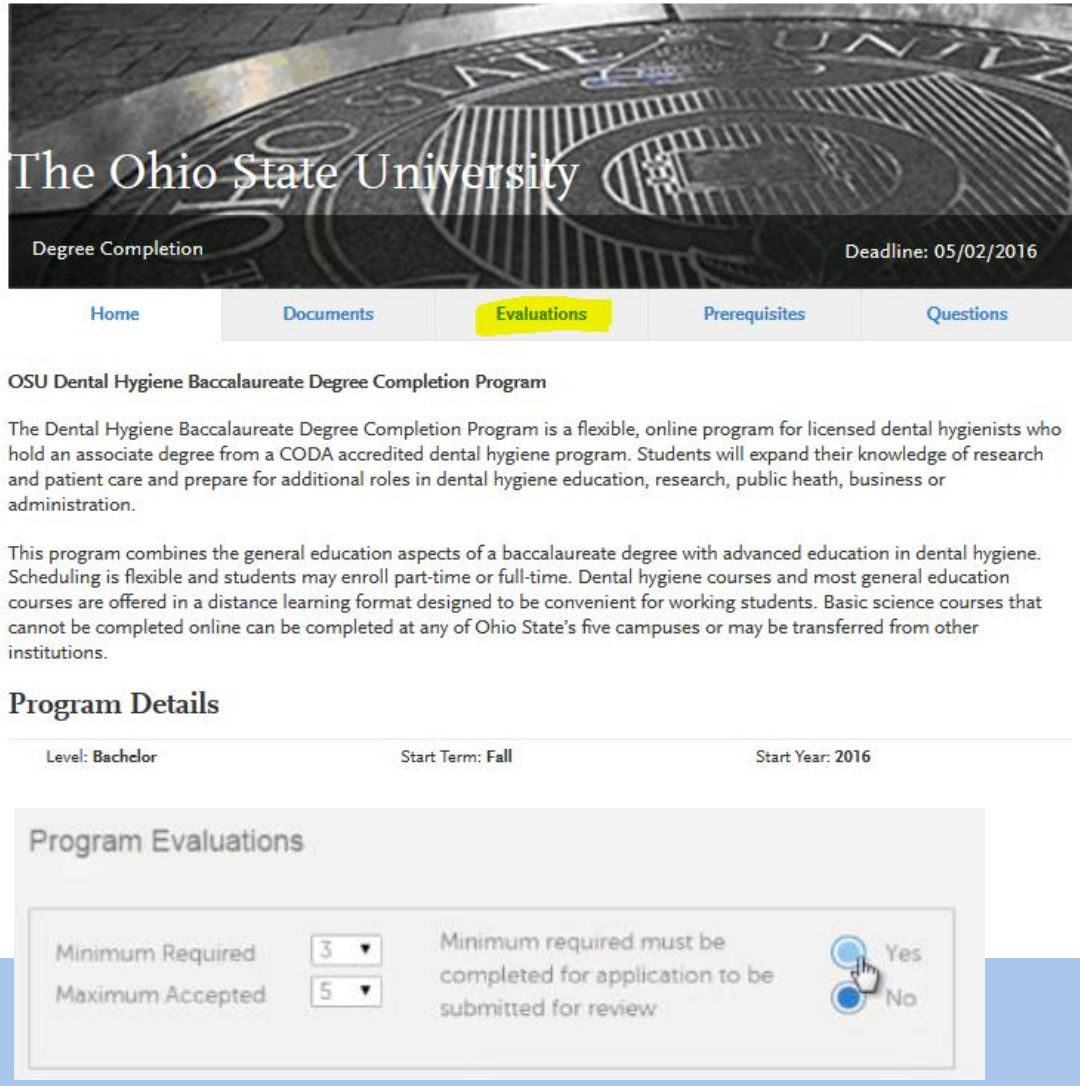
- Yes
- No

Do you file your own federal income tax as an independent tax payer?

- Yes
- No

What is your country of residency?

Save My Responses



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.

Evaluations

Applicant Communications

- Bi-weekly newsletter about open seats, deadline extensions and new programs
- http://www.nursingcas.org/applicant-newsletter.html
- Applicants receive automated emails about:
  - Account Created
  - Account Updated or Forgot Password
  - Deadline Reminder(s) – 7 days in advance of a deadline
  - Transcript(s) Received
  - Reference(s) – Requested, Received, Denied, Submitted
  - Application Verified
  - *Undelivered and Resubmit Reminder(s)*
  - *Any Notifications*

Reminder: you can email your applicants at anytime via WebAdMIT – messages sent from the school are more meaningful

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.

NursingCAS 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 below to see if any programs you are interested in have extended their deadline.

NEW

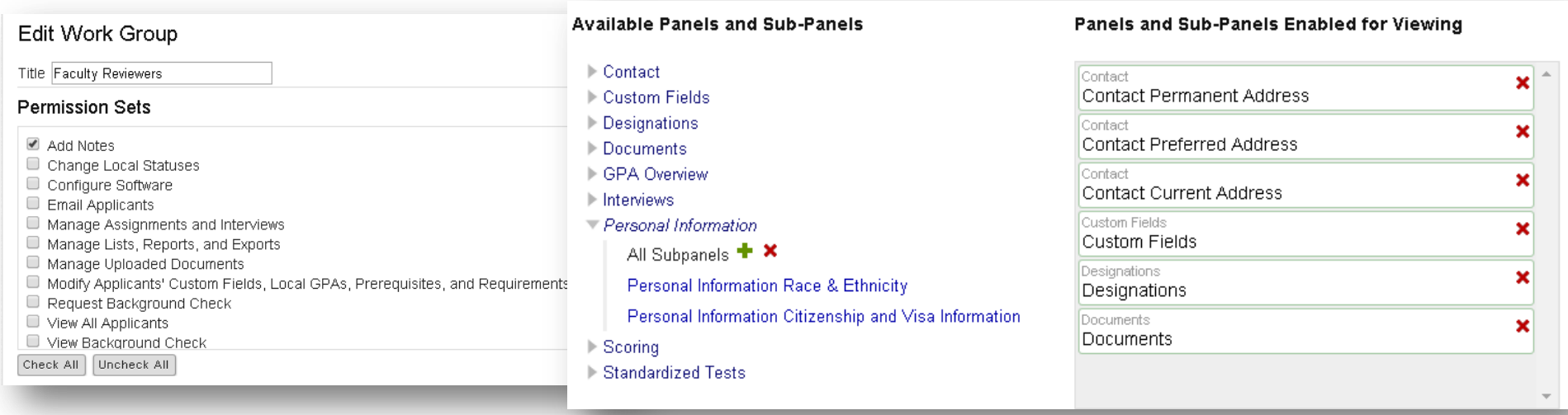
New Programs New programs are added to NursingCAS frequently so in order to help you discover and learn about new offerings please review the updated list below.

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

Web AdMIT™

- Unlimited User Access
- Local Statuses
- Document Access
- Queries & Lists
- Emails
- Tracking
- Calculating GPAs
- Tracking Interviews
- Online Review
- Scoring & Ranking
- Issuing Decisions
- Reports & Exports

Cloud Access to Applicants



Control rights features, access to programs, data and applicants on a user-by-user basis. Create groups of users.

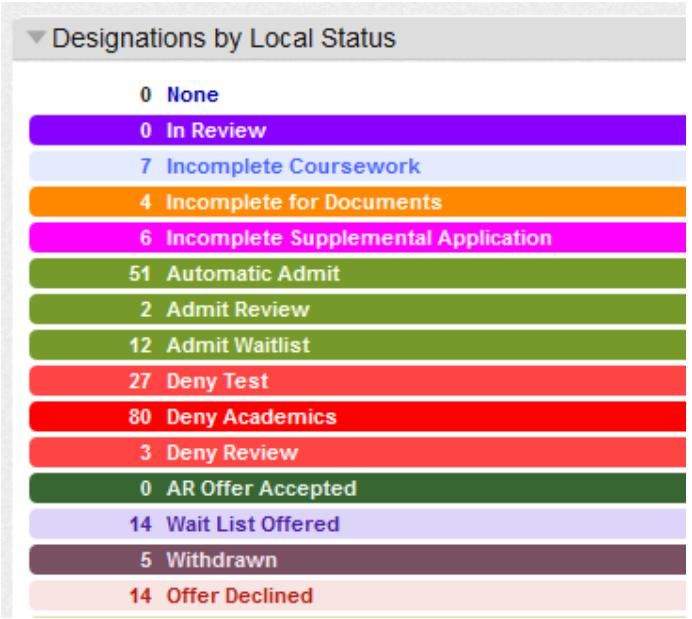
Manage User Access & Dashboard

Map your internal admissions process

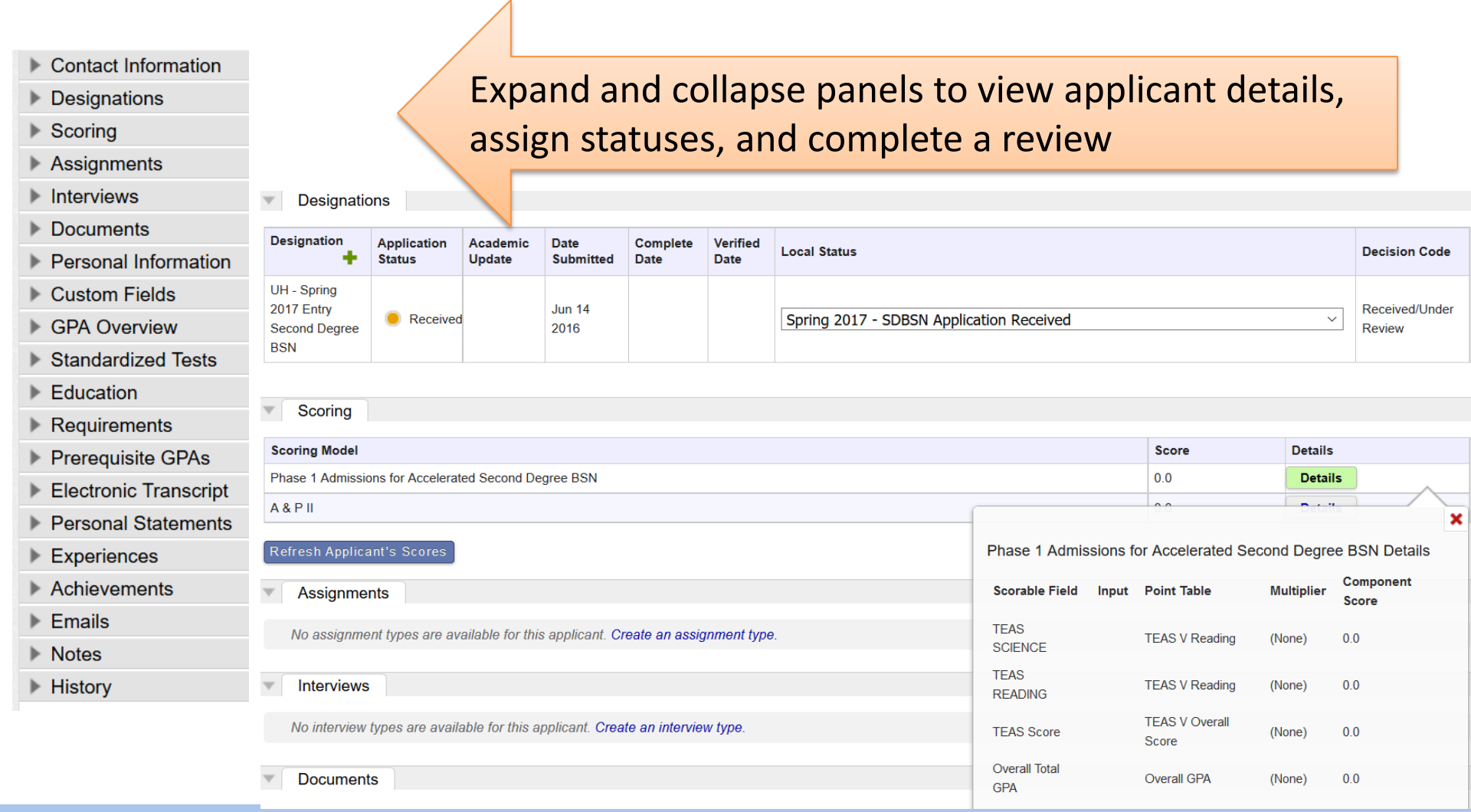
- Chart out your internal applicant process from inquiry > admit > offer made
- Think of your internal stages or workflow that an applicant goes through during your admissions cycle
- If you use a paper process currently you may label folders or filing cabinets according to applicant statuses, with WebAdMIT you can bring that process to a web-based environment

- In Progress
- Received
- Complete
- Verified
- On Hold
- Undelivered
- Manual

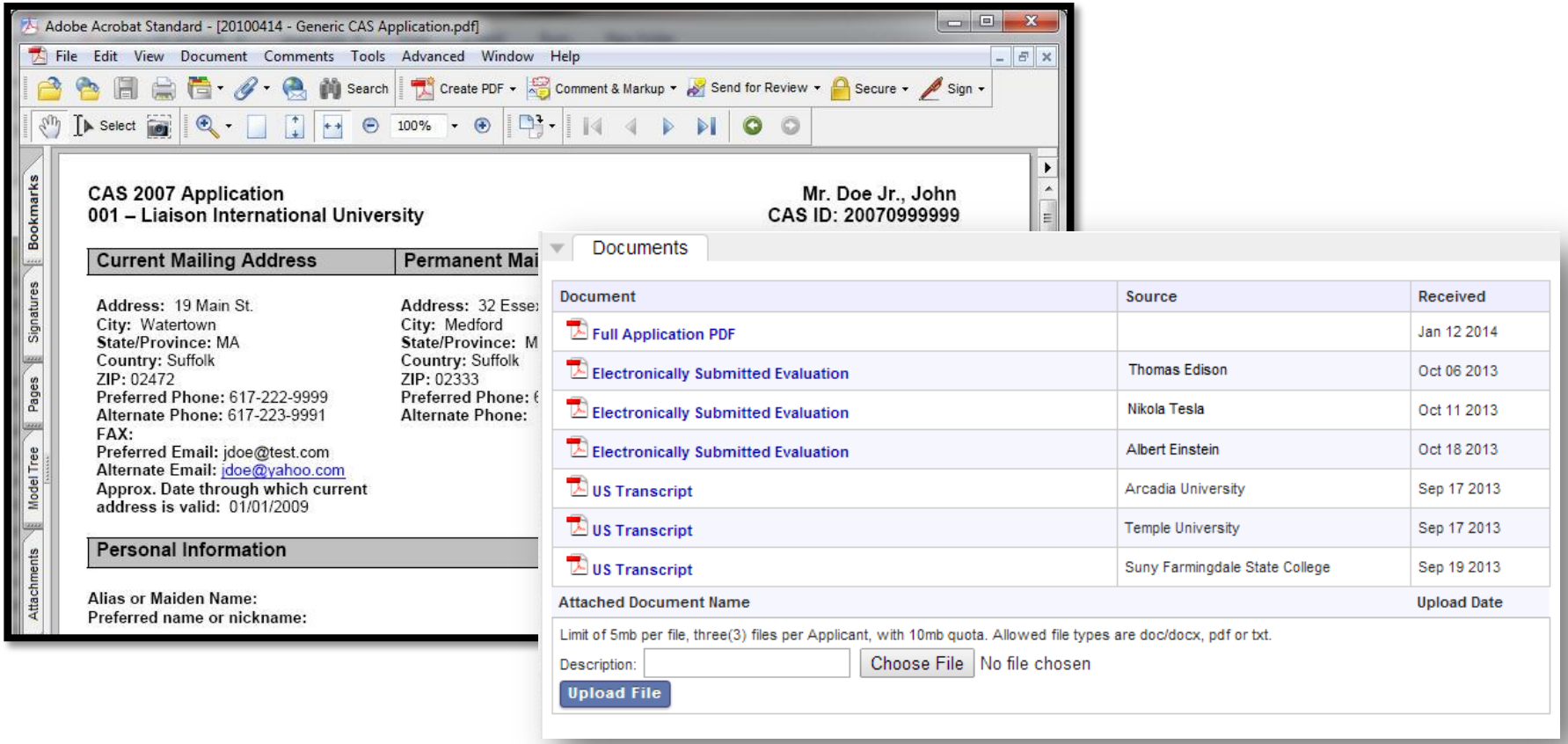
NursingCAS Statuses vs. a Program's Status (Local)



Map your Internal Process

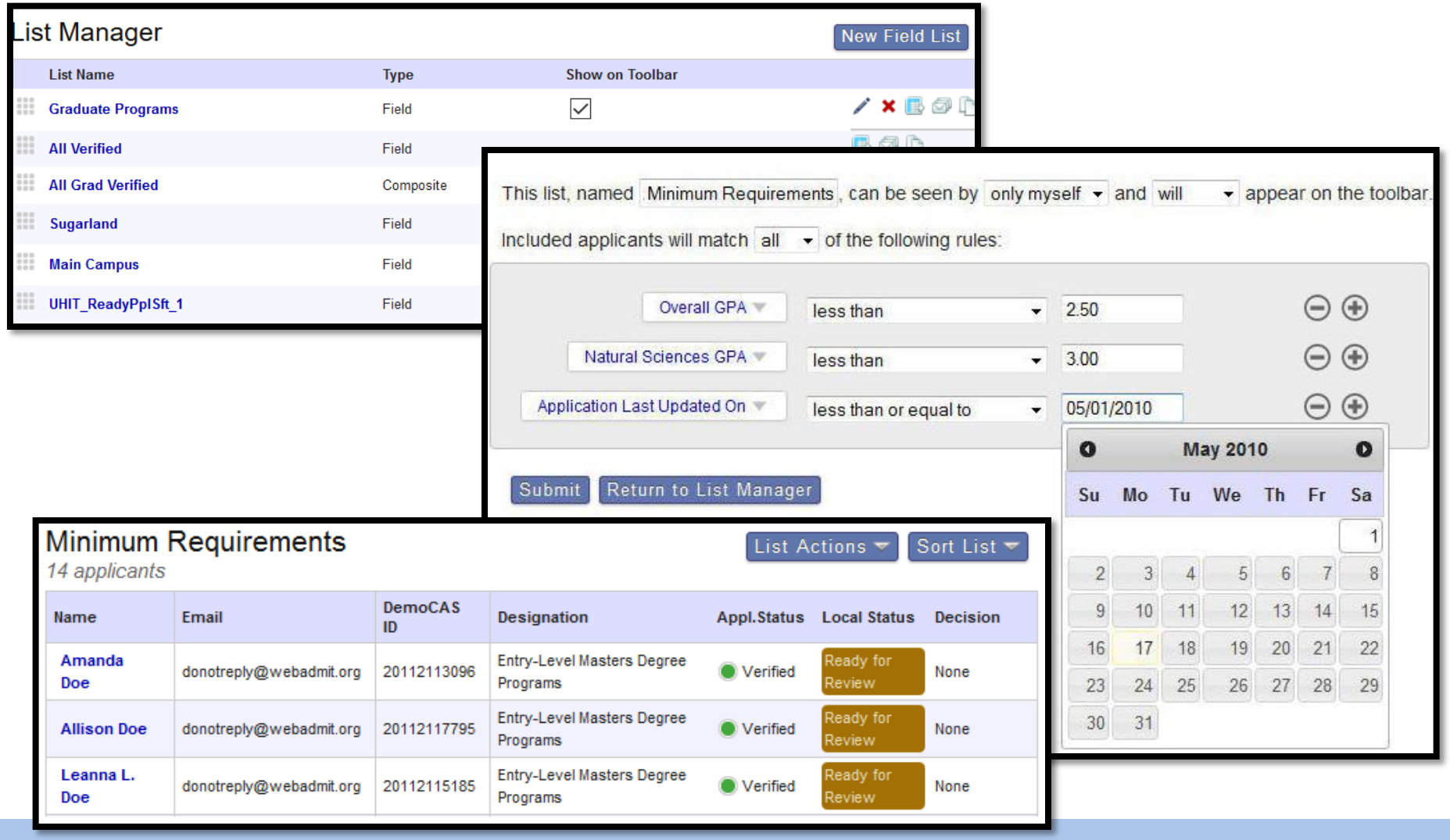


Local Status & Viewing Applicants

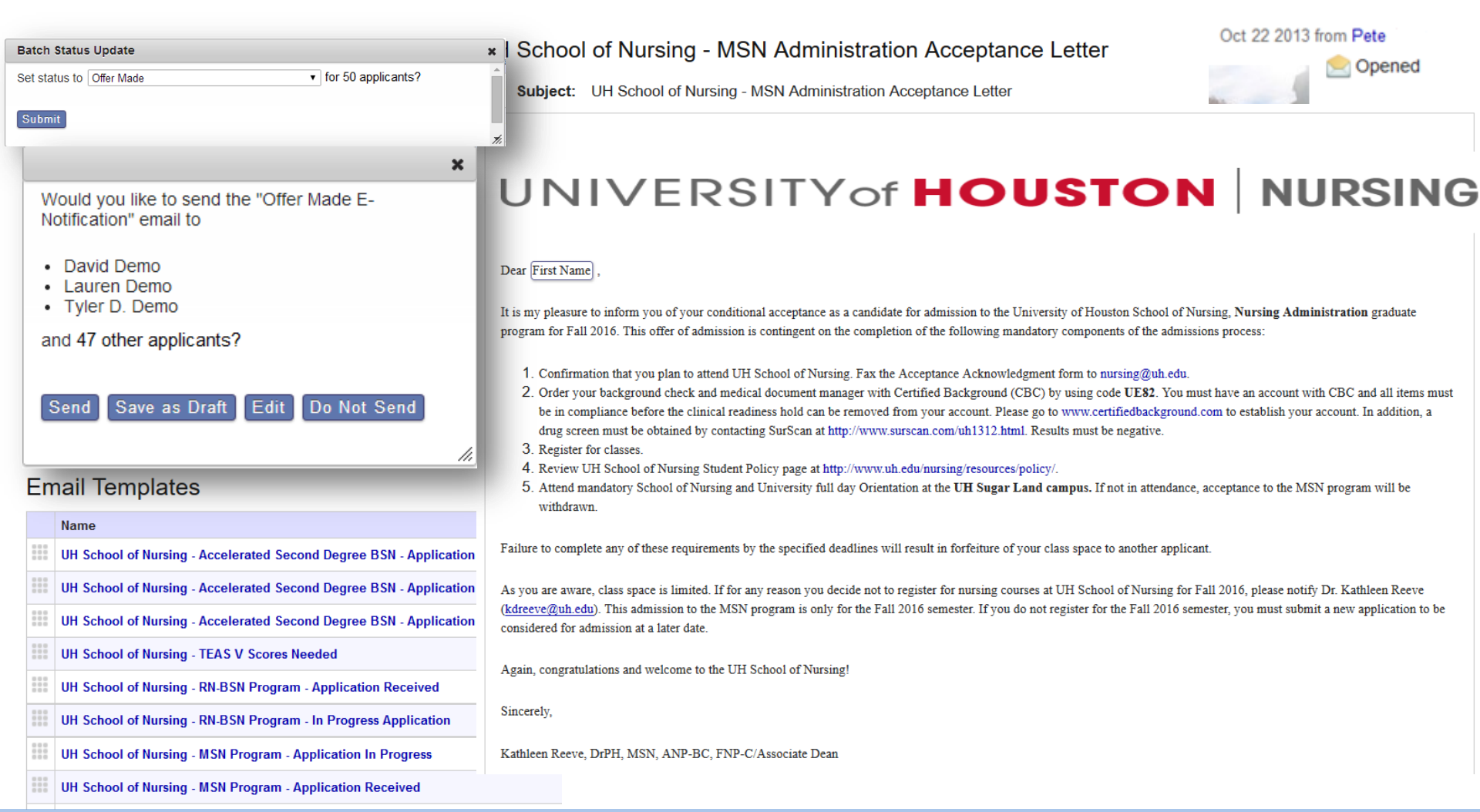


Easy to read PDF versions of applications, transcripts, and documents uploaded by an individual school are stored online.

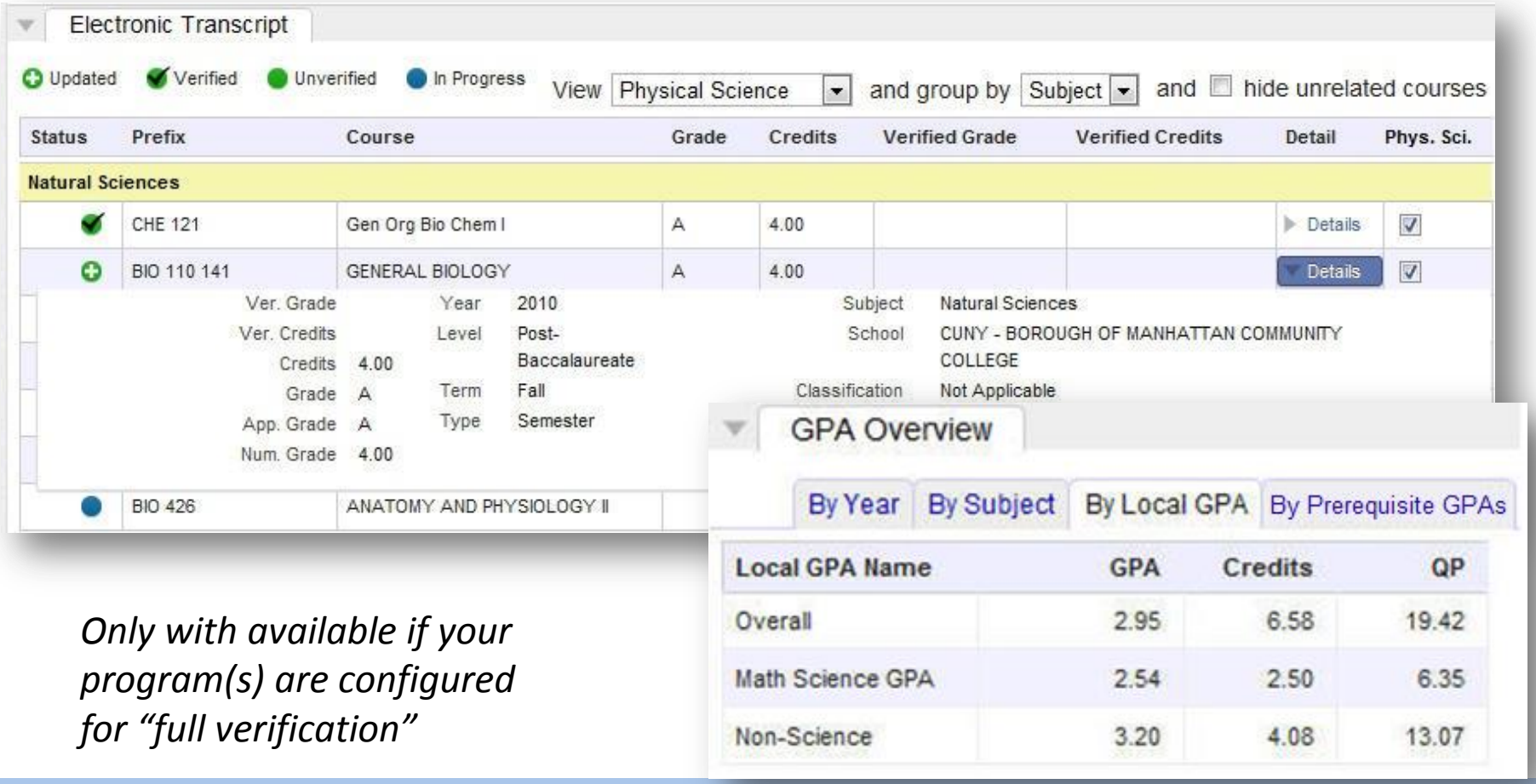
Document Access



Custom Queries and Lists

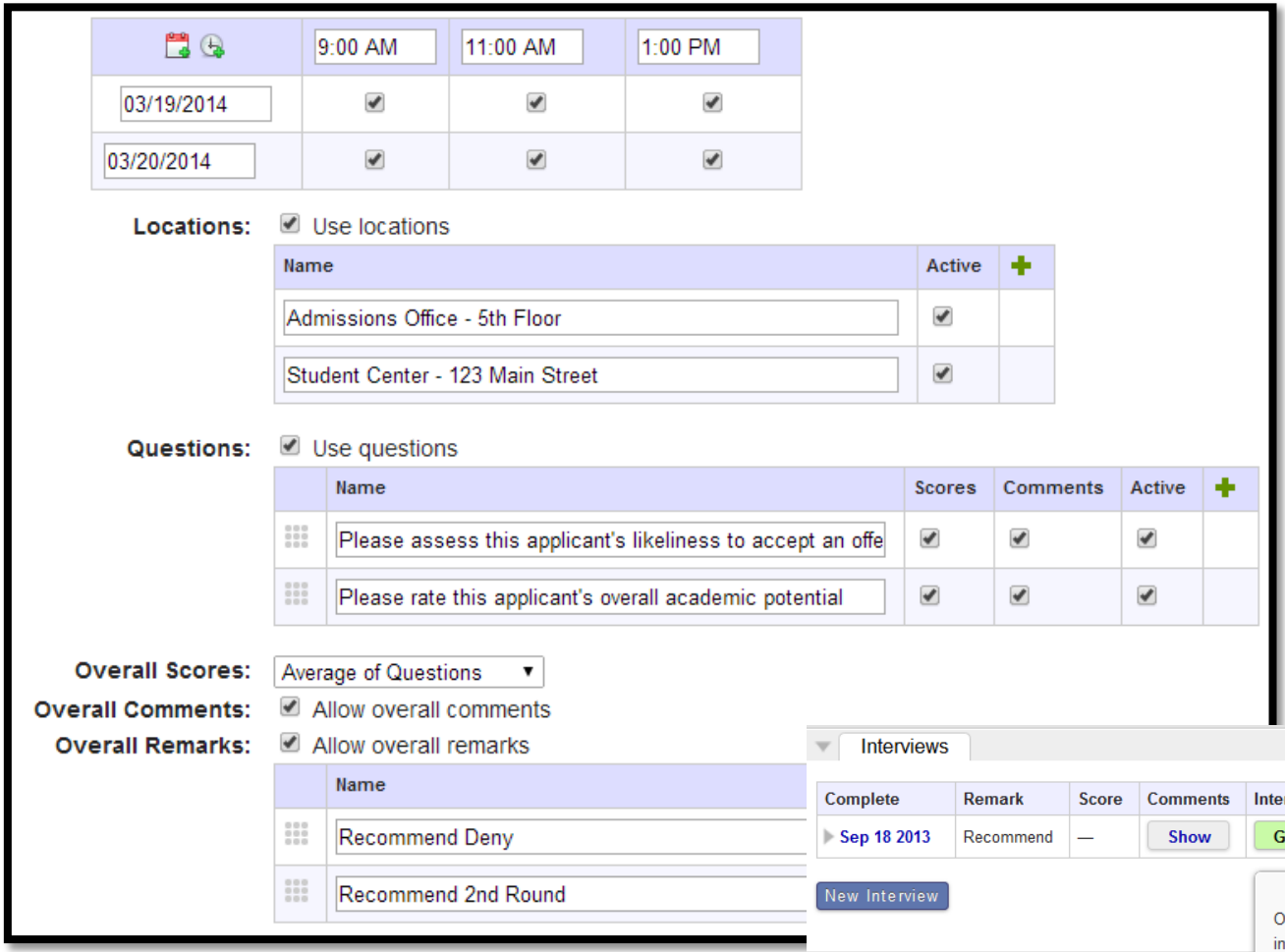


Track and Send Emails

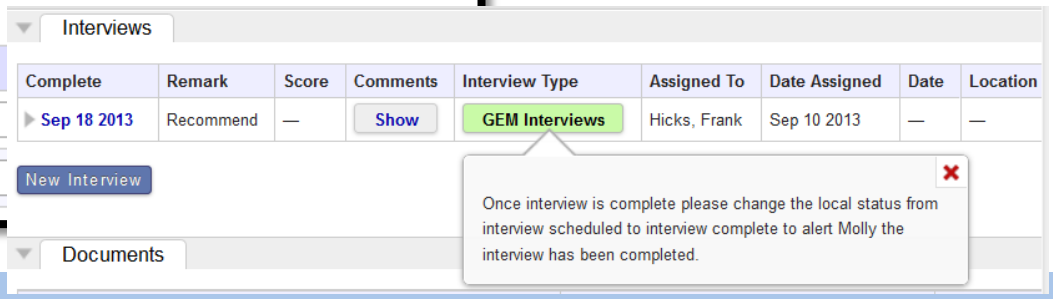


Only with available if your program(s) are configured for "full verification"

Custom GPA Calculations



Integrate Interview results into scoring and ranking; supports multiple ratings forms for different interview formats or interviewees



Track Interviews

Associate degree GPA

Description:
Nursing courses completed under the ADN program.

Scorable Item	Point Table	Multiplier
Associate degree GPA GPA	(None)	10.0

Edit Model | Inactivate Model

Overall GPA

Description:

Scorable Item	Point Table	Multiplier
Updated Overall GPA	(None)	7.0

Edit Model | Inactivate Model

Nursing Science GPA

Description:

Scorable Item	Point Table	Multiplier
Nursing Science Coursework GPA	(None)	11.0

Edit Model | Inactivate Model

Local Area Score

Description:
Brazos, Williamson,or Hidalgo Counties = yes

Scorable Item	Point Table	Multiplier
College Score	College Score	

Edit Model | Inactivate Model

EXAMPLE:

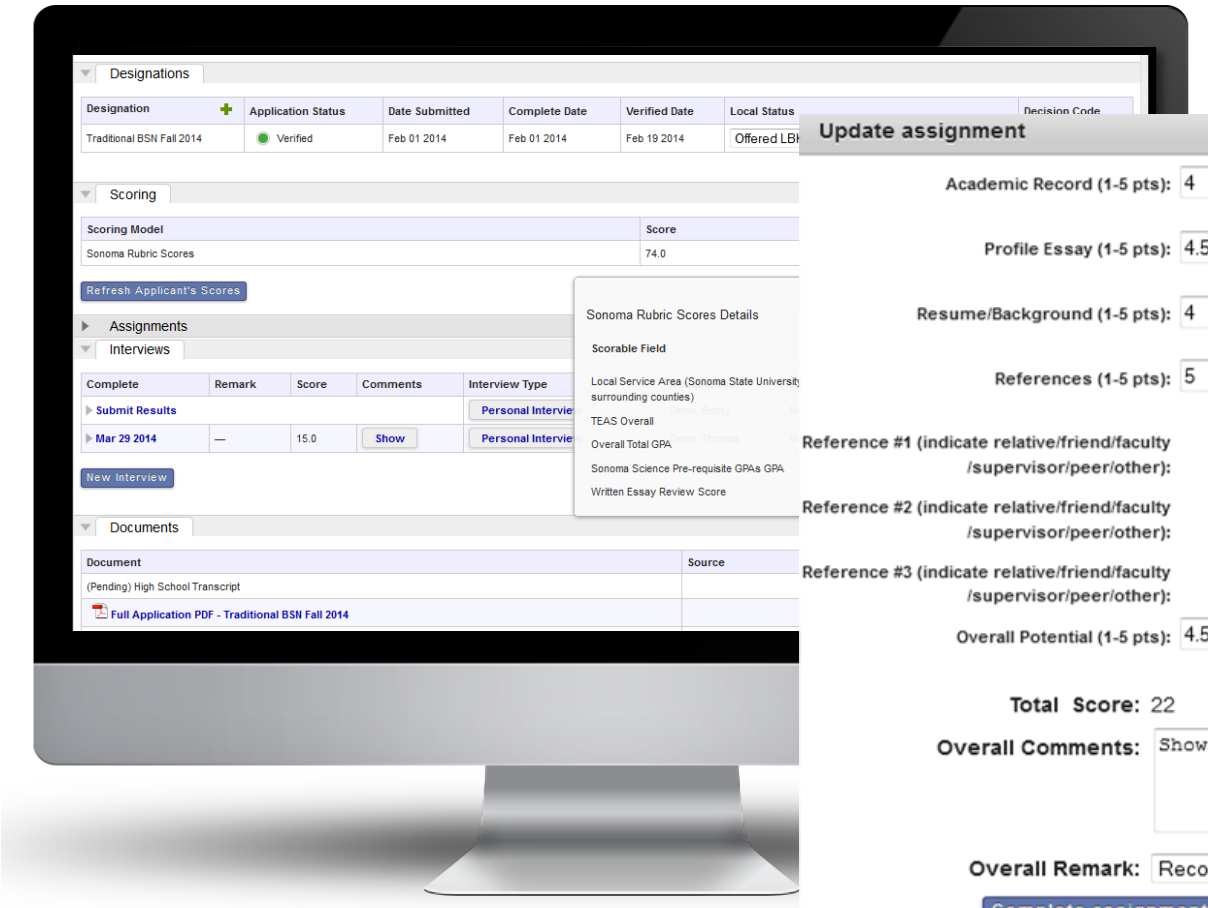
- ✓ Cumulative overall GPA Nursing science GPA
- ✓ Admissions Assessment (HESI) Exam Cumulative Score
- ✓ Personal statement
- ✓ References
- ✓ Community service, volunteer, work experiences

	Score	Details
	417.98	Details

Graduate - PreInterview Score Details

Scorable Field	Input	Point Table	Multiplier	Component Score
State/Province of Residence Code	TX	Non Subjective	(None)	2.0
GRE Quantitative		(None)	1.0	0.0
GRE Verbal		(None)	1.0	0.0
Work Experience	BSN > 3 Years	Non Subjective	(None)	2.0
Millers Analogies Test (MAT)	408.0	(None)	1.0	408.0
Cumulative Undergraduate Total GPA	2.99	(None)	1.0	2.99
Overall Total GPA	2.99	(None)	1.0	2.99

Customized Scoring



Online Review

What types of reports do you need to run?

Who do you report to?

What data do you need?

Gender	% of Applicants to NursingCAS	% of Applicants to Your Programs
Female	84.44%	89.24%
Male	15.56%	10.76%

Examples:

- Age
- Applications by track
- Applicants who applied to multiple schools
- Citizenship
- Countries of birth
- Coursework
- Degrees awarded
- Degrees expected
- Ethnicity
- Financial aid
- **Gender**
- GPAs
- Majors
- States of Residence

Custom & Comparative Reports

WebAdMIT

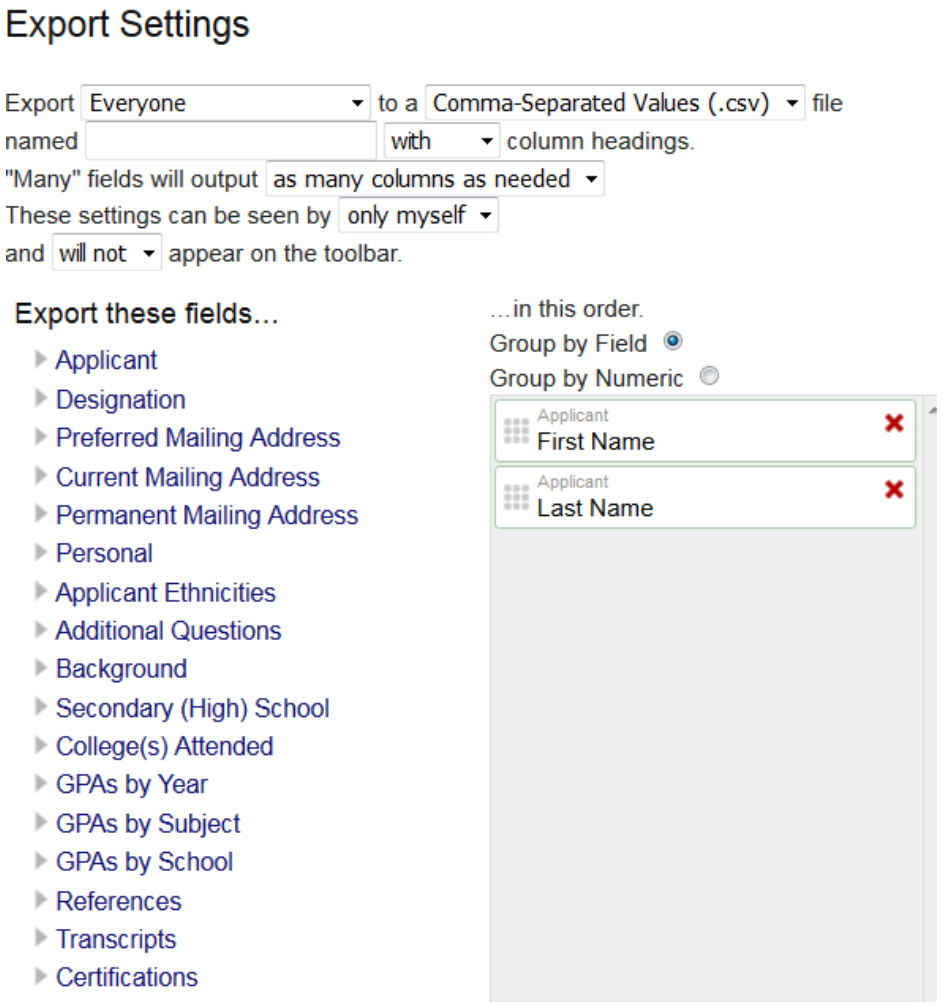
Student Information Systems
(Banner, PeopleSoft, Datatel, and others)

Transfers are completed on:

Specified date + Specified time

Create export files and reports with the data elements, applicants, and file format that your school needs to compare applicants or import into internal systems.

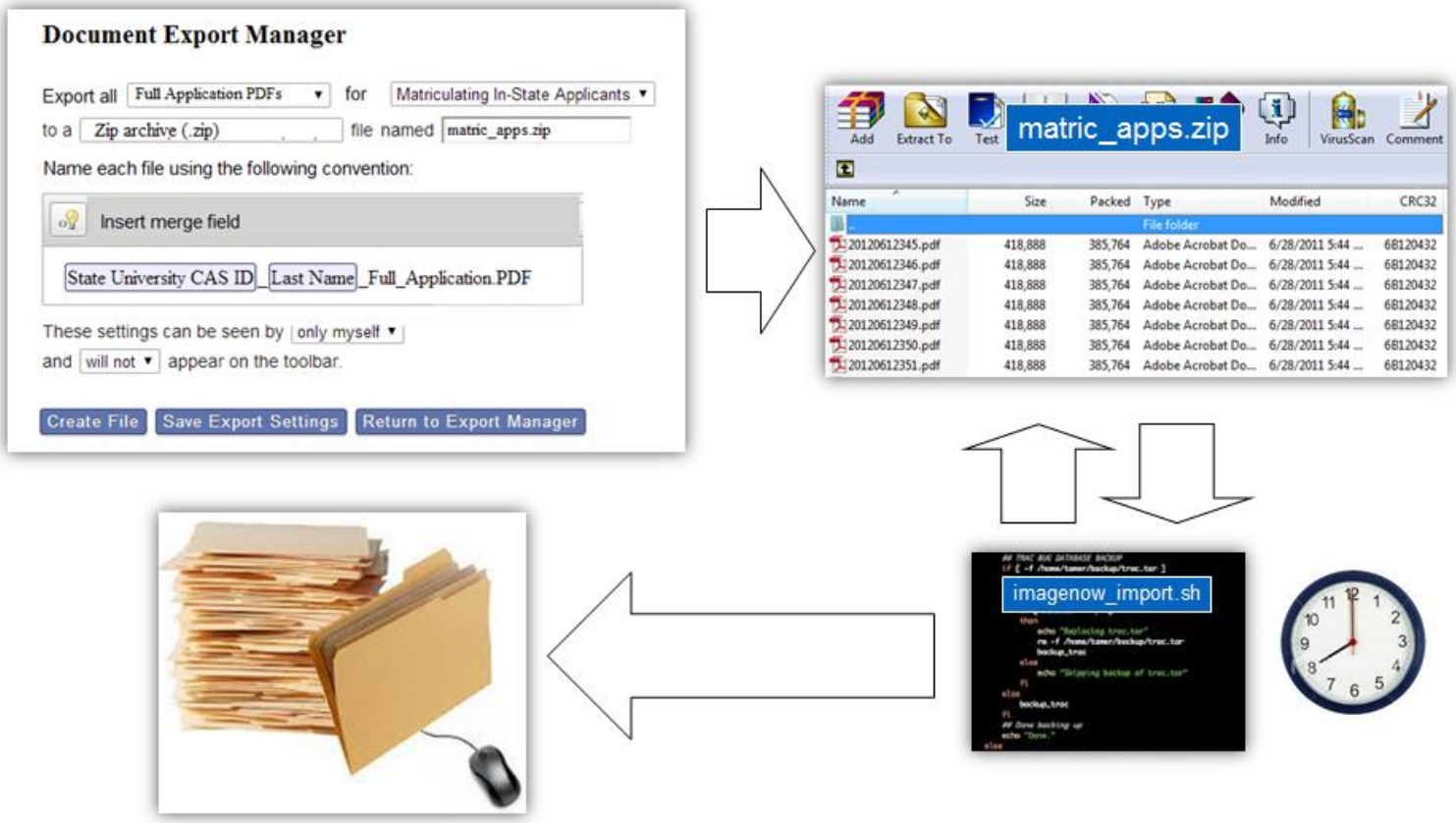
Schedule automatic data transfers from WebAdMIT to your internal system(s) with the EXPORT API.



Download & Import Data

http://developer.webadmit.org

Ability to conduct bulk downloads of PDF documents from WebAdMIT



Access FAQs on the PDF Manager Tool. PDFs include the full application, transcripts, evaluations, and other supporting documents.

Batch PDF Download

Identify stakeholders

Leadership approval

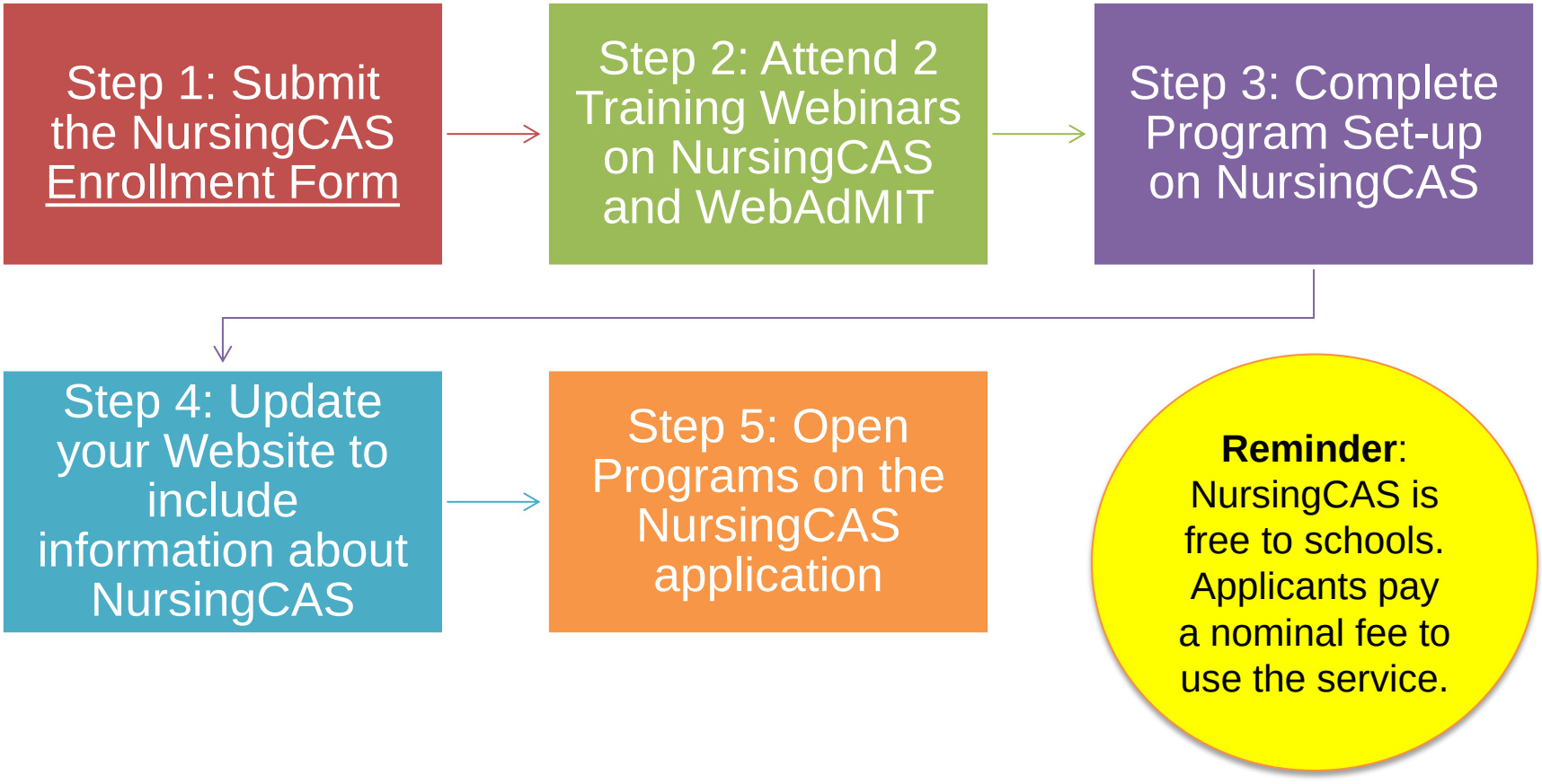
Determine program set-up needs

On-boarding

Training

- ❑ Dean or Chair
- ❑ Faculty
- ❑ Admissions Office
- ❑ Registrar's Office
- ❑ Advisors
- ❑ IT
- ❑ Institutional Research and Planning
- ❑ Legal **Although participation in NursingCAS is non-binding, you may want to consult with your legal or contracts department*
- ❑ Prospective Students and Applicants

How to Partner with NursingCAS



Onboarding Steps

Questions to Consider

Will you use NursingCAS exclusively to process applications to your nursing program(s)? Or will applicants be able to apply via other methods too?

Which programs will you post on NursingCAS? You can post all programs or select programs.

Will it be necessary to import any of the applicant data and/or supporting documents from NursingCAS into your internal software system(s)? If so, at which point?

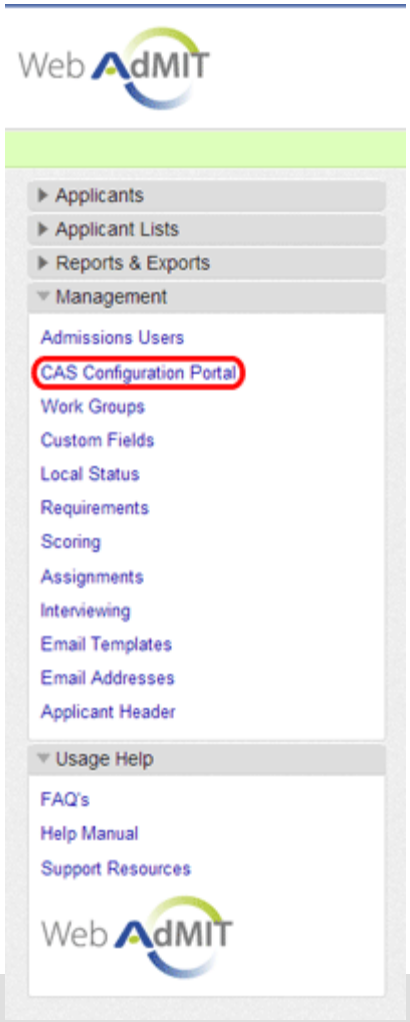
Who will be designated as the primary contact(s) for your program?

When do you want to begin processing applications via NursingCAS?

What functionality, if any, do you think you will use in WebAdMIT?

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

Your PURL Page



Items you can configure for each program:

- ❑ Homepage text (required)
- ❑ Banner image (required)
- ❑ Transcript requirement (required)
- ❑ Coursework entry requirement (required)
- ❑ *Custom questions (optional)*
- ❑ *Documents (optional)*
- ❑ *Pre-requisites (optional)*
- ❑ *Evaluations (optional)*

Configuration Help

Online Guide

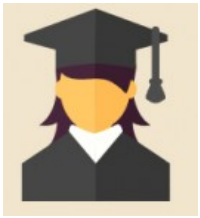
PDF Guide

Training Webinars

Customization Options

Example: http://www.uh.edu/nursing/second-degree-bsn/checklist/

Update your Website and Materials



1. What types of programs do you offer?
2. What specialty tracks do you offer?
3. Do you offer fall, spring, summer, and rolling entry?
4. What are your deadlines date? Do you offer a rolling deadline?
5. Are you programs offered online, on-campus, and/or in a hybrid format?
6. Does your online or hybrid programs have any state distance education restrictions?

Discussion Questions- Program Offerings

Discussion Questions- Application Process

1. **Who manages your application process work?**
   a) The nursing school is responsible
   b) A central admissions office (or similar) is responsible
   c) Nursing school and admissions office works together
   d) Varies by program

2. **Is your application and admissions process paper or web-based?**
   a) Paper-based
   b) Web-based *(if so, what software – ex. Hobsons or NursingCAS)*
   c) Hybrid, combination of paper and web-based

3. **Is your application a 2-step process, meaning does the candidate need to apply for general admission to the university (*via central admission office, state system, or graduate school*) in addition to applying for admission to the nursing program?**

4. **Do you charge an application fee? If so, how much?**

What are your admissions requirements?

a) Minimum GPA
b) Other GPAs (ex. nursing)
c) References
d) Pre-requisite coursework
e) Personal Statement
f) Program-specific questions
g) Essay(s)
h) Resume
i) Licensure
j) Certifications
k) GRE or other Test Scores
l) Other supporting documents?

How do you review applicants?

a) Is your review process conducted online, via paper, or a mix of paper & electronic?
b) Do you interview candidates? How? Criteria to be interviewed?
c) Do you score or rank applicants? What's your ranking criteria?
d) Do you calculate GPAs? How, with a calculator, excel or other software?
e) Do you have any admissions committee or who is responsible for making decisions?

Discussion Questions- Admissions Requirements

Labor Involved in Processing

No cost to schools
Minimal cost to applicants:

Undergraduate Programs	
First Program	$45.00
Each Additional Program	$30.00
Graduate Programs	
First Program	$65.00
Each Additional Program	$35.00

Measure the Potential Financial Impact of AdoptingNursingCAS

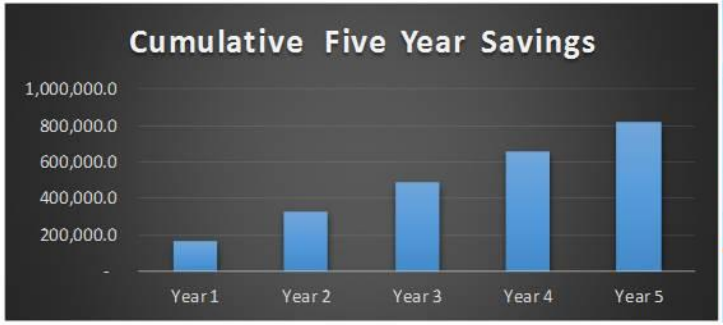
NursingCAS Cost Savings Calculator

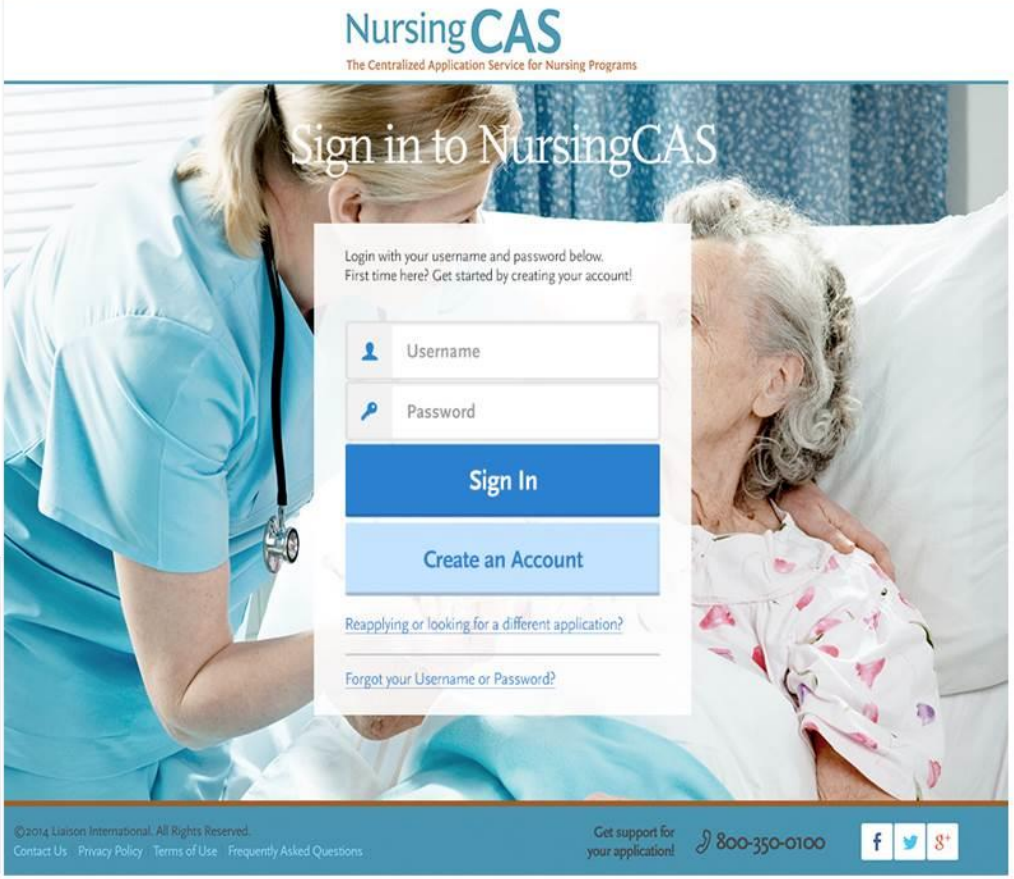
Administrative Savings	Opening Mail, Postage, Processing Documents, Filing, Data Entry, Copies, Printing, Answering Calls and Email
Enrollment Savings	Calculate GPAs, Quality Control, Prepare Reports, Notification of Candidates
Temporary Help Savings	Answer Phones, Open Mail, Help with Administrative Tasks

Application Cycles Per Year	Four
Number of Applicants Per Cycle	500
Average Annual Administrative Salary Per FTE	$15,000
Average Annual Enrollment Salary Per FTE	$80,000
Temp Help or Student Rate Per Hour	$15.00
Benefits Rate per FTE	15%

Savings Per Admissions Cycle* $ 41,025

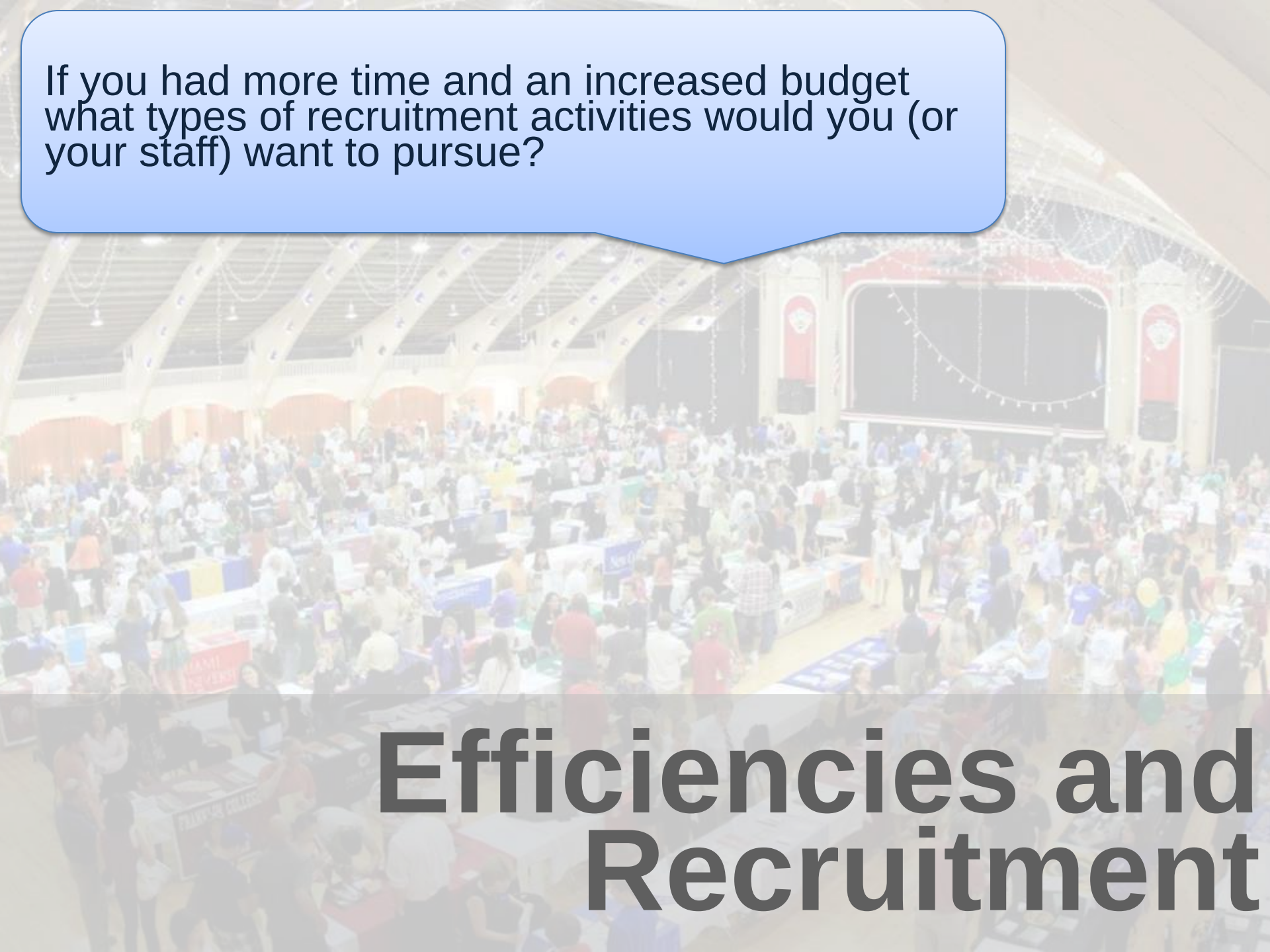
Savings Per Year, All Cycles* $164,100





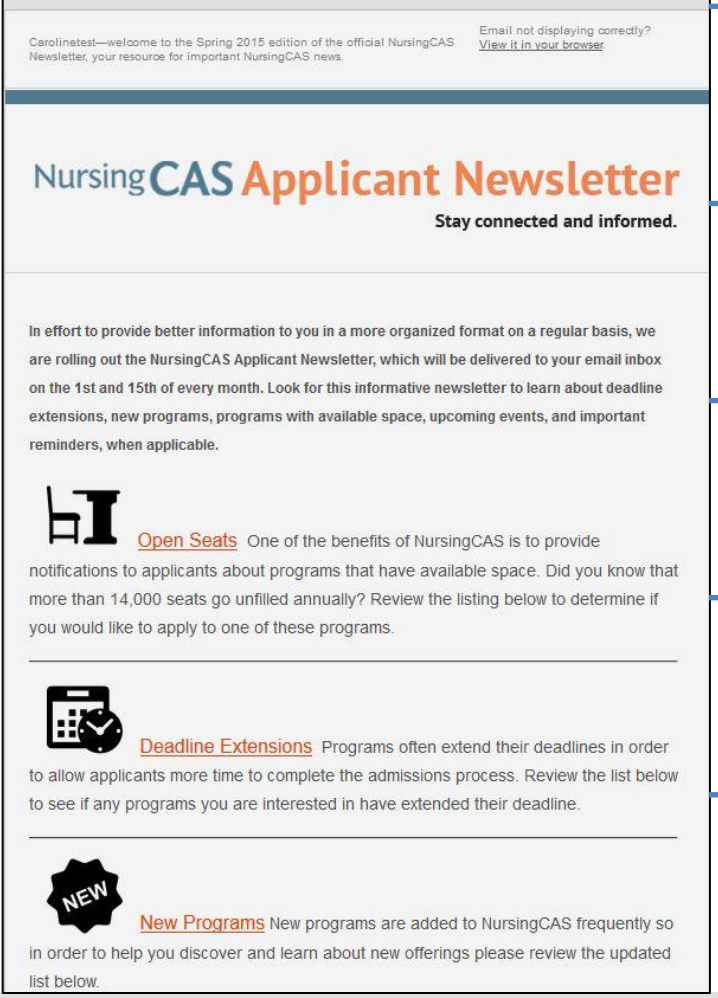
* Estimated Savings Based on Program Historical Information, Individual Savings May Vary Based on Individual Data

mynursingcas.org/cost-savings-calculator



If you had more time and an increased budget what types of recruitment activities would you (or your staff) want to pursue?

Efficiencies and Recruitment



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.

NursingCAS Applicant Newsletter

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NEW

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 list below.

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

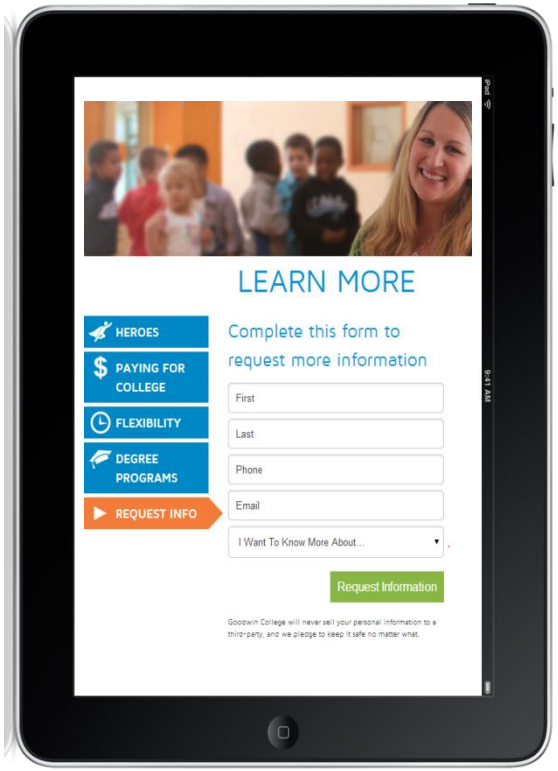
Provide applicants with online status check and validation rules to reduce errors

Benefits to the Students

Benefits to the Profession

- 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

Questions



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

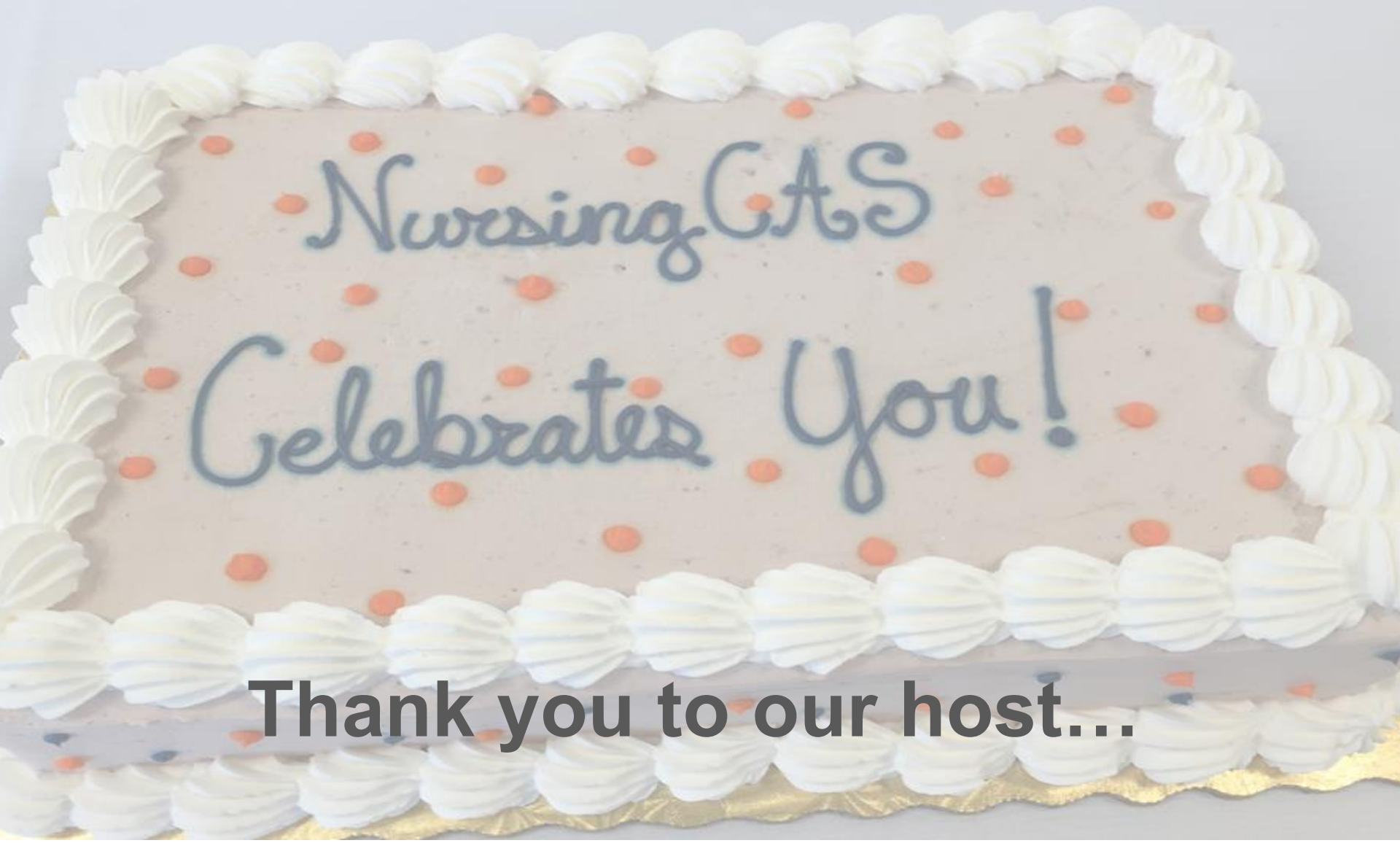
American Association of Colleges of Nursing

Caroline Allen, NursingCAS Director
202-463-6930 x258, callen@aacn.nche.edu

Liaison International

Ann Donnelly, NursingCAS Director
617-612-2064, adonnelly@liaison-intl.com

More Information



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