



# Post Master's Nursing Certificate Programs

## ENROLLMENT CHECKLIST

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### What do you need to do?

+ Complete an online application free of charge. Go to: <http://www.wju.edu/> then click Apply Online! FREE! You will be prompted to create Log In Information. For Academic Program, choose: **Post Master's Certificate**. For Academic Level, choose: **Graduate**.

**OR**

+ Complete a paper application and mail it to the Professional and Graduate Office. Class space is limited, especially for the Family Nurse Practitioner program. Early application is suggested.

+ Request official transcripts from any college you have attended and have them mailed to:

**Wheeling Jesuit University**  
**Attention: Jenny Nettles**  
**Professional and Graduate Office**  
**316 Washington Avenue**  
**Wheeling, WV 26003**

+ Complete two recommendation forms and submit them to the Professional and Graduate Office.

+ Submit your CV or resume to the Professional and Graduate Office.

+ Provide a copy of your nursing license (or the license number and state of issuance) to the Professional and Graduate Office.

+ Apply for federal student loans and grants by completing the FAFSA online at <http://www.fafsa.ed.gov>.  
School Code is **#003831**.

+ Complete the Graduate Nursing Admissions Essay (instructions enclosed).

### When do you come to campus?

+ All new online students are encouraged to attend an orientation to online learning.

**For more information, contact Professional & Graduate Admissions at 800.873.7665 or [jenttles@wju.edu](mailto:jenttles@wju.edu).**



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