



Capstone College of Nursing

Application for Fall Promotion to Upper Division



All items must be completed. Return this completed application to the Capstone College of Nursing Office of Nursing Student Services (ONSS), P. O. Box 870358, Tuscaloosa, Alabama 35487-0358. (Capstone College of Nursing, Room 1014)

Full Name: _____ Date of Birth: _____

Campus Wide Identification # (CWID): _____ SSN: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____

Do you have a Bachelor's Degree: Yes ___ No ___

Are you, or have you ever been, enrolled in upper level nursing courses in another school/college? Yes ___ No ___

What year did you graduate from high school? _____

While in high school, did you ever participate in: Dual Enrollment Yes ___ No ___ Advanced Placement Courses Yes ___ No ___

To apply for promotion to the upper division of the nursing program, the student is responsible for meeting the following requirements. Failure to meet any of these requirements will result in disqualification of the application for promotion.

- 1) Admission to The University of Alabama with nursing declared as your major. If you have been a student at The University of Alabama and have not been enrolled for two semesters or more (excluding summer), you MUST complete an application for readmission to The University of Alabama.
- 2) Submission of official transcripts of all college work attempted at any institution other than The University of Alabama. Official transcripts must be sent by the institution's registrar directly to The University of Alabama University Registrar.
Note: It is the student's responsibility to ensure that the necessary transcripts have been sent to and received by the University Registrar.
- 3) If enrolled at an institution other than The University of Alabama, submit verification of enrollment of courses in progress at the time of application for promotion. Example: A computer generated print out from the institution showing the student is enrolled in the course(s). For fall promotion, provide proof of enrollment for the current spring and summer semesters.
Note: Please verify the transfer equivalency of all courses at institutions other than The University of Alabama by visiting <http://nursing.ua.edu/stars.htm> for two-year institutions in the state of Alabama or by contacting ONSS for other courses.
- 4) Submission of this completed application for promotion to the upper division of the nursing program by **June 15, 2012**.

Additional requirements for students offered promotion:

- 1) **ALL** lower division coursework must be successfully completed with a grade of C- or better prior to the student enrolling in upper division courses. Failure to complete a lower division course with a grade of C- or better will result in the promotion being denied.
- 2) If you are enrolled in courses at an institution other than The University of Alabama, you must submit a grade report to ONSS showing satisfactory completion (C- or better) of those courses prior to the first day of upper division and send your transcripts to The University of Alabama Office of the Registrar. **Failure to provide the grade report to ONSS will result in disqualification from the entering the upper division nursing program.**
- 3) Those students offered summer promotion are required to attend upper division orientation on August 20, 2012. **This is a mandatory meeting so please plan accordingly.**
- 4) List courses in which you are currently enrolled for spring, 2012 and summer, 2012. If enrolled at an institution other than The University of Alabama, attach verification from that institution.

Spring, 2012

Summer, 2012

I certify that the information given in this application is complete and accurate to the best of my knowledge and belief.

Signature: _____

Date: _____