

## **Doctor of Philosophy in Nursing (PhD) PhD Admission Application Instructions**

### **Applying for Admission**

The UAB School of Nursing collects applications via the UAB Graduate School Application System called Salesforce. Please carefully read all directions below to ensure a smooth and successful application process. Successful application submission relies on careful completion of all application questions, requirements, and compliance with the directions.

### **INTERNATIONAL APPLICANTS**

*International applicants please refer to the “**Information for International Students**” section (page 4) and visit UAB Graduate International Applicants website. ([CLICK HERE](#))*

### **APPLICATION DEADLINE**

Please see the below link for the most up to date application deadline information:

**CLICK HERE:** <https://www.uab.edu/nursing/home/academics/doctoral/phd/>

***Note: All application materials MUST be received by the published deadlines in order for the application to be considered.***

### **DISTANCE ACCESSIBILITY & YOUR STATE**

The *Doctor of Philosophy in Nursing (PhD)* can be completed on-campus or in a distance-accessible format. Applicants who plan to complete any of our distance-accessible programs should become familiar with the regulations governing distance accessible programs in their state. Prospective students residing in states other than Alabama should contact their state’s Board of Nursing and Department of Education for specific rules and regulations pertaining to completion of clinical learning experiences in that state when enrolled in a distance accessible program. The ability to conduct course work is only guaranteed for students in Alabama and in states with an established agreement.

To check on the status of your state, please [click here](#).

Please follow the instructions carefully.

*Please review these instructions/checklist carefully for required Doctor of Philosophy in Nursing (PhD) admission information and note that your application will not be considered until all required items are completed for the processing of your UAB PhD application. Missing information will delay or disqualify your application. International applicants please refer to the “Information for International Students” section (page 4).*

## **Salesforce Application**

- Submit an application to the UAB Graduate School [here](#).
  - Please answer the questions as required:
    - For which of the following are you applying? **Doctoral**
    - Intended program of study: **Nursing (PhD)**
    - Path: **Nursing (PhD)**
    - Format: **On-Ground**
    - What is your concentration? **No-Concentration**
    - Term: **Choose Fall of year applying**
    - **Start Application**
- ☐ **Biographical Information**
- ☐ **Citizenship/Residency**
- ☐ **Contact Information**
- ☐ **Education History**
  - List **ALL** post-secondary institution attended, including community colleges and high school dual-enrollment that you have attended or are currently attending, beginning with the most recent. (even if only attended for ONE semester).

### **Request Transcripts**

Request one (1) official transcript from **every college or university you ever attended** (even if no degree awarded and dual enrollment courses) to be sent to UAB Graduate Admissions. Depending on which transcript service the prior institution uses, applicants should use [gradschool@uab.edu](mailto:gradschool@uab.edu) as the email address or select the University of Alabama at Birmingham, Graduate Admissions as the receiving university. Transcripts forwarded from a student's email account **will not** be considered official.

**Electronic transcripts are preferred**

**The UAB School of Nursing does not accept unofficial transcripts for the application review process, and will only review official transcripts sent from the transcript service the Institution uses or directly from the Institution.**

Paper transcripts bearing a university seal sent directly to the Graduate School from the issuing school's Registrar should be mailed here:

#### **US Postal Service**

UAB Graduate School  
LHL G03  
1720 2<sup>nd</sup> Ave. S.  
Birmingham, AL 35294-0013

#### **Shipping Companies**

UAB Graduate School  
LHL G03  
1700 University Blvd.  
Birmingham, AL 35294-0013

(If presently enrolled in courses, have a copy of the current transcript sent in time to be received by the deadline to the Graduate School (see above) and a final transcript sent directly to the School of Nursing ([sonadmissions@uab.edu](mailto:sonadmissions@uab.edu)) when final grades and degree is posted).

## Complete the Salesforce Application supplemental documentation/questions of the following items

### Supplemental Documentation

☐ **Employment History**

- List all relevant employment

☐ **Supplemental Questions**

- **Verify your states distance eligibility**
- **Extra Questions**
- **RN License:** Enter your current licensure information
- **Student Characteristics**

- ☐ **Recommendations** Provide the name and email for each of your recommenders. Once you click save it will automatically notify the recommender of your request regardless of whether you submit your application. Three (3) letters of recommendation: Letters should be from previous faculty (preferably within the past 5 years), supervisors, or healthcare professionals (excluding family members). It is highly preferred that at least one letter is from an individual with a research-focused doctoral degree.

☐ **Supplemental Uploads**

- **Essays** Upload a personal statement/essay. Specific instructions are given under the “Supplemental Essay” section for required essay content and formatting (please answer all parts of the question)
- **Resume/CV**
- **Proof of Enrollment:** If you are currently enrolled or plan to enroll in any course work please provide proof of enrollment and completion date.

**International Applicants:**

- Credential Evaluation Report – only if available (see International Instructions)
- English Language Proficiency Test – Upload unofficial test scores (see International Instructions for Waiver Eligibility)

- ☐ **Submit/Application Fee:** Submit application fee payment online through *Salesforce* via credit card (Domestic applicants and green card holders fee is \$50.00 and international applicant fee is \$60.00)

### For questions regarding UAB PhD Program:

Questions about the curriculum

Questions about the admission process

Dr. Pariya Fazeli Wheeler	Ms. Jacqueline Lavier
Interim PhD Program Director	PhD Program Manager
<a href="mailto:plfazeli@uab.edu">plfazeli@uab.edu</a>	<a href="mailto:jlavier@uab.edu">jlavier@uab.edu</a>
(205) 996-0330	(205) 975-3115

## Information for International Students

**NOTE:** Prospective international students must first contact the UAB International Admissions (**email:** [IntlAdmin@uab.edu](mailto:IntlAdmin@uab.edu); **phone:** (205) 934-4686) to determine eligibility to study in the U.S. and/or submit an application for admission to UAB.

The School of Nursing PhD Program works closely with **INTO UAB** to provide international applicants with admissions support, academic preparation, English language training, and other supportive services designed to facilitate student success.

**INTO UAB** provides English language training and pathway programs for international students who may not meet the requirements for direct entry to an academic program at UAB. Successful completion of an INTO Pathway program, is required for progression in the PhD program.

All applicants must meet the **PhD Program Admission Requirements**. The following are **additional requirements** for International applicants.

### International Application Requirements

- Prospective students should have a minimum of a Bachelor's degree in nursing or its equivalent (e.g. Master's Entry to Nursing) from a U.S. regionally accredited educational institution or an international equivalent. Applicants holding a degree in a non-nursing health-related discipline with a comparable level of education and professional certification will be considered on an individual basis.
- Official foreign transcripts must be submitted directly from the higher education institution to **UAB International Admissions** for evaluation and equivalency of educational credentials. If you already have a WES or ECE we will accept it in lieu of sending your official transcript to UAB International Admissions. Please have WES or ECE send directly to UAB International Admissions.
- Applicants must have a minimum grade point average (GPA) of 3.0 on a 4.0 scale on prior college/university course work.
- If selected, applicants will need to complete a formal admissions interview as part of the review process.
- **Meet English language requirements.** Scores on Tests of English Language (TOEFL or IELTS) must be submitted and are used to determine student placement in a one or two-semester pathway that includes English language coursework. A English Proficiency Exam waiver is available for eligible applicants. For more information about the English Proficiency Exam waiver [click here](#).

#### Requirements for Direct Admission:

- TOEFL iBT 90 and minimum of 20 in each of the 4 test sections, **or**
- IELTS 7.0 and minimum of 7.0 in at least 2 of the 4 test sections.

#### Requirements for 1-Semester Pathway:

- TOEFL iBT 80 and minimum of 18 in each of the 4 test sections, **or**
- IELTS 6.5 and minimum of 6.0 in at least 2 of the 4 test sections.

#### Requirements for 2-Semester Pathway:

- TOEFL iBT 70 and minimum of 16 in each of the 4 test sections, **or**
- IELTS 6.0 and minimum of 5.0 in at least 2 of the 4 test sessions

### For More Information Contact:

UAB International Admissions; Email: [IntlAdmin@uab.edu](mailto:IntlAdmin@uab.edu); ph:(205) 934-4686