



APPLICATION CHECKLIST OF REQUIRED DOCUMENTS

Ownership and Use of Required Documents:

- Only completed application packets will be reviewed by School of Nursing
- All submitted documents become AUHS property. They cannot be reused or returned to the applicant.

Admissions Documents:

1. A complete and signed copy of three (3) AUHS forms: 1) [University General Application](#), 2) [Confidential Questionnaire](#) and 3) [Writing, Photograph & Video Release Waiver](#)
2. An \$80 non-refundable application fee, in cash or money order, payable to **AUHS** (*No personal checks will be accepted.*)
3. **Four (4)** passport photos
4. **Two (2)** sealed and signed recommendation letters, using [AUHS Letter of Recommendation Form](#)
5. **A resume**, listing your educational history, clinical, volunteering and community outreach experiences; and awards/honors
6. A copy of professional certificates and/or license(s), indicated in your resume and essay
7. **A typed 500-word essay**: stating your academic and clinical qualifications, reasons for choosing the field, the program and the university in addition to short-term and long-term goals
8. **Sealed** official transcripts from all schools, including high school, you have attended
 - All foreign transcripts, from high school and all colleges you have attended, must be evaluated in detail, course by course, by approved agencies such as WES (at www.wes.org).
9. A complete and signed [BSN Prerequisite and GE Course Verification Form](#)

Financial Aid Documents:

10. A copy of **driver's license, social security card** and **US passport** (or one of the following: birth certificate, green card, certificate of naturalization)
11. A complete and signed copy of two (2) AUHS Financial Aid forms: 1) [Financial Aid Application Form](#) and 2) [Student Institutional Authorization Form](#)
12. Completion of **three (3)** parts of Free Application for Federal Student Aid (**FAFSA**[®]) online application:
 - **Part-1: Student Aid Report (SAR)**
 - **Part-2: Entrance Counseling**
 - **Part-3: Master Promissory Note (MPN)**

BSN Applicants only:

13. A valid TEAS score by a specific deadline: **Dec 1st** for the Spring BSN the next year; **June 1st** for the Fall BSN

International Applicant only:

14. A valid official TOEFL result; **AUHS School Code : 4262**

Submission Methods:

- Turn in the application packet in person with an appointment
- Send in the application packet by certified mail to:

Admissions, School of Nursing
American University of Health Sciences (AUHS)
1600 East Hill Street, Building 1, Signal Hill, CA 90755

Decline of Admission

- After declining Admission to a specific term, when seeking admission again, the applicant must resubmit a new application packet with required documents and meet the current admission requirements, and complete the entire admission process.