

ADDITIONAL PROGRAM REQUIREMENTS FOR ADMISSION

MASTER OF SCIENCE IN CLINICAL MENTAL HEALTH COUNSELING (MSCMHC)

Admission Requirements

Admission to the program is based on an evaluation of demonstrated academic ability and potential for success in therapeutic counseling settings. Students enter the program at the beginning of the Fall semester only.

The application deadline is December 16, 2022, for the class beginning in August 2023. Late applications may be considered on a space-available basis.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form
- \$50 application fee
- A professional statement of intent which addresses your motivation, preparation, and commitment to the field of mental health counseling. And, how do you see yourself making an impact in the field?
- Professional résumé detailing professional work experience, including relevant job titles, work experiences, responsibilities, and related activities
- Three letters of recommendation from a current or previous supervisor or professor who can address the candidate's academic and interpersonal skills relevant to the practice of a professional counselor.
- Official transcripts from all colleges and universities attended showing proof of baccalaureate degree earned from a regionally accredited institution with a minimum cumulative GPA of 3.0.
- Completion of a recorded interview within the online application form. Questions are provided within the application during the recording process.
- Select applicants will be invited to a group interview session and/or additional individual interviews.

When an individual's application file is complete with required documents and according to application dates, the application materials are evaluated by the MSCMHC Admissions Committee. An interview with mental health counseling faculty will be arranged by the School of Nursing & Health Sciences. Once accepted into the program, the applicant must submit a \$250 tuition deposit within 3 weeks (21 days), which guarantees a place in the entering class. Students admitted from the waitlist have 2 weeks (14 days) to pay the \$250 tuition deposit. To preserve the faculty to student ratio, space availability in each class is limited. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

MBA, MBA IN TECHNOLOGY COMMERCIALIZATION, AND GRADUATE CERTIFICATE

Admission Requirements

Admission to the graduate programs at Westminster's Bill and Vieve Gore School of Business is based on an evaluation of undergraduate work, professional experience, and leadership potential. Students may enter the program at the beginning of the Fall, Spring, or Summer semester.

A candidate for admission must submit the following application documents to the Office of Graduate Admissions:

- Completed application form
- \$50 application fee
- Personal statement addressing the following questions in approximately two pages, double spaced:
 - Why are you pursuing a graduate business degree at this time?
 - What are your short and long-term career goals?
 - Why would you choose Westminster University's Gore School of Business graduate program as your preferred program?
- One letter of recommendation from academic or professional colleagues who can address the candidate's academic and interpersonal skills relevant to the program.
- Professional résumé detailing professional work experience, including relevant job titles, work experience, areas of responsibility, and other related activities.
- Official transcripts from all colleges and universities attended showing proof of baccalaureate degree earned from a regionally accredited institution.

When an individual's application file is complete with required documents and according to application dates, the applications are evaluated by the Gore School of Business Admissions Committee. Once accepted to a graduate business program, the applicant must submit a \$250 tuition deposit in 30 days or less, which guarantees a place in the entering class. Westminster operates rolling admissions, so it is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

MASTER OF ACCOUNTANCY (MACC)

Admission Requirements

Admission to the Master of Accountancy at Westminster's Bill and Vieve Gore School of Business is based on an evaluation of undergraduate work, accountancy acumen, and leadership potential. Students may enter the program at the beginning of the Fall, Spring, or Summer semester.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form
- \$50 application fee
- Personal statement addressing the following questions in approximately two pages, doubled spaced:
 - Why are you pursuing a Master of Accountancy degree at this time?
 - What are your short and long-term goals?
 - Why would you choose Westminster University's Gore School of Business graduate program as your preferred program?
- Professional résumé detailing professional work experience, including relevant job titles, work experiences, responsibilities, and related activities
- One letter of recommendation from academic or professional colleagues who can address the candidate's academic and interpersonal skills relevant to this program

Additional Program Requirements for Admission

- Official college or university transcripts from all institutions attended showing proof of baccalaureate degree and fulfillment of prerequisite requirements. Transcripts or test scores are considered official when sent directly from the school or testing service.

When an individual's application file is complete with required documents and according to application dates, the application materials are evaluated by the Graduate Business Admissions Committee. Once accepted to the program, the applicant must submit a \$250 tuition deposit in 30 days or less, which guarantees a place in the entering class. Westminster operates rolling admissions, so it is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

MASTER OF ARTS IN COMMUNITY AND ORGANIZATIONAL LEADERSHIP (MACOL)

Admission Requirements

Admission to the graduate and certificate programs in community leadership is based on an evaluation of undergraduate work, professional experience, and leadership potential. Students may enter the program at the beginning of the Fall, Spring, or Summer semester.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form
- \$50 application fee (participation in an online or on-campus visit waives this fee)
- Official college or university transcripts showing proof of baccalaureate degree.
- Transcripts or test scores are considered official when sent directly from the school or testing service.
- Personal statement—address the following questions in approximately 2 pages, double-spaced:
 - What do you hope to learn from the Master of Arts in Community Leadership degree program, and how will you use what you learn?
 - What is your approach to community work and/or social change?
 - What are the most important skills, experiences, and personal characteristics you bring to the Westminster learning community?

The Admissions Committee prefers to receive one letter from an academic recommender and one from a professional recommender, but will consider two from either type of recommender for prospective students who completed their undergraduate degree several years ago or who have limited professional experience.

When an individual's application file is complete with required documents and according to application dates, the application materials are evaluated by the MACOL Admissions Committee. Once accepted into the program, the applicant must submit a \$250 tuition deposit within 30 days or less, which guarantees a place in the entering class. Westminster operates rolling admissions, so it is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

MASTER OF ARTS IN TEACHING (MAT)

Admission Requirements

Admission to the MAT program is based on an evaluation of undergraduate work, professional experience, and potential to succeed in a teaching environment. Students may enter the program at the beginning of the Fall or Summer semester.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form
- \$50 application fee (participation in an online or on-campus visit waives this fee)
- Official college or university transcripts from each institution attended showing proof of baccalaureate degree. Transcripts or test scores are considered official when sent directly from the school or testing service.
- Personal statement—address the following questions in approximately 2 pages, double-spaced:
 - Describe why you are becoming a teacher
 - Elaborate on some experiences that you've had while teaching
 - Describe strengths that you would bring to the teaching profession

When an individual's application file is complete with required documents according to application dates, the application materials are evaluated by the MAT Admissions Committee. Once accepted to the program, the applicant must submit a \$250 tuition deposit in 30 days or less, which guarantees a place in the entering class. Westminster operates rolling admissions, so it is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

Note: Formal admission to the MAT Program does not guarantee a recommendation for licensure. Recommendation for licensure is made only upon completion of MAT degree requirements. Therefore, a teaching license will not be recommended without full completion of the MAT and the MAT will not be awarded without recommendation for a teaching license.

MASTER OF EDUCATION (MED)

Admission Requirements

Admission to the MED certificate and graduate programs is based on an evaluation of undergraduate work, professional experience, and potential to succeed in a K-12 teaching environment or a higher or adult education setting. Students may enter the program at the beginning of the Fall, Spring, or Summer semester.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form
- \$50 application fee (participation in an online or on-campus visit waives this fee)
- Official college or university transcripts for all institutions attended showing proof of baccalaureate degree. Transcripts or test scores are considered official when sent directly from the school or testing service.

- Personal statement—address the following questions in approximately 2 pages, double-spaced:
 - Why do you want to pursue the Master of Education degree?
 - What goals do you have for your learning in the program?
 - What are the most important skills, experiences, and personal characteristics you bring to the program?

The Admissions Committee prefers to receive one letter from an academic recommender and one from a professional recommender but will consider two from either type of recommender for prospective students who completed their undergraduate degree several years ago or who have limited professional experience.

When an individual's application file is complete with required documents according to application dates, the application materials are evaluated by the MEd. Admissions Committee. Once accepted to the program, the applicant must submit a \$250 tuition deposit in 30 days or less, which guarantees a place in the entering class. Westminster operates rolling admissions, so it is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

DOCTOR OF NURSING PRACTICE (DNP)

Admission Requirements

Admission to the program is based on an evaluation of demonstrated academic ability and professional experience. Successful completion of undergraduate courses in pathophysiology, pharmacology, health assessment, statistics, and research will be evaluated during the review of applications. Students enter the program at the beginning of Fall semester and may complete the 42 credit requirements within five semesters, including one summer semester.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form
- \$50 application fee
- One-page essay answering one of the following questions (200 words or less):
 - Why is the IOM Future of Nursing Report (October 2010) important to the DNP prepared APRN?
 - How do you see yourself, as a DNP prepared APRN, bringing about a systems or policy change to lead an interdisciplinary team within your organization?
 - Do you think that requiring a DNP degree will further increase the primary care provider shortage in the United States?
- Two professional recommendations which speak to applicant's ability to be successful in the DNP. This might include comments regarding clinical skills, critical thinking, independent decision making, and collaborative skills, leadership, etc.
- Professional resume detailing professional work experience, including relevant job titles, work experiences, responsibilities, and related activities
- Official transcripts from all colleges and universities attended showing proof of MS earned from an accredited school of nursing, as well as a regionally accredited institution, with a cumulative GPA of 3.0 or higher. Transcripts or test scores are considered official when sent directly from the school or testing service.
- Current unencumbered APRN license in the State of Utah
- Proof of current national board certification
- Background check performed by castlebranch.com (must be free of criminal arrest). [View background check instructions.](#)
- Negative drug testing (10-panel, urine test) results performed by castlebranch.com. [View drug screen instructions.](#)

Due Upon Acceptance Into the Program:

- Documentation of current immunizations (including COVID-19 immunizations, MMR, TDAP, PPD, polio, varicella/chickenpox, Hepatitis A, and Hepatitis B).
- The following titers, no more than 3 years old: Hep B, Varicella, Measles, Mumps, Rubella.

Upon completion of the application file with all required documentation, according to application dates, the individual's application materials are submitted to the DNP Admissions Committee for review. A personal interview with DNP faculty will be arranged by the School of Nursing and Health Sciences. Once accepted to the Doctor of Nursing Practice program, applicants must submit \$250 tuition deposit within 30 days, which guarantees a place in the entering class. Westminster operates rolling admissions, so it is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited. Westminster University reserves the right to close the class earlier than date specified if enrollment goals are met before those dates.

Note: Currently enrolled MSN: FNP students at Westminster University may qualify for a waiver for letters of recommendation and can have their drug screen and background check carried over from their MSN: FNP application. Currently enrolled MSN students at any institution may qualify for provisional admission if applying prior to the completion of their APRN and National Nurse Certifications. Please contact the Graduate Admissions Office at 801.832.2201 or gradadmissions@westminsteru.edu with questions.

DOCTOR OF NURSING PRACTICE - NURSE ANESTHESIA (DNP-NA)

Admission Requirements

Admission to the graduate programs at Westminster's School of Nursing & Health Sciences is based on an evaluation of undergraduate work, professional experience, and leadership potential. Students may enter the program at the beginning of the Summer semester.

The application deadline is September 30, 2022 for the class beginning in May, 2023. Late applications may be considered on a space-available basis.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form.
- \$50 application fee.
- BS/BSN in nursing is strongly preferred. Other applicants, i.e., BS, DC, MD, BA, DDS, etc. may also apply, but you must also be an RN.
- Minimum of 1 year of critical care (Intensive Care Unit, Cardiac/Neuro/Thoracic/Shock-Trauma preferred), SICU, MICU, NICU/PICU acceptable. Applicants with experience solely in NICU/PICU or with less than 1 year of critical experience may apply, but they may not be selected for an interview at the MSNA Director's discretion. Critical care (ICU) experience within the last 3 years is required.
- Minimum 3.0 GPA, including a minimum 3.0 GPA in core sciences.
- Official transcripts from all colleges and universities attended showing proof of baccalaureate degree earned from a regionally accredited institution.
- Three recent letters of reference from supervisors that can attest to your character and work performance.
- Professional resume detailing professional work experience, including relevant job titles, work experiences, responsibilities, and related activities.

Additional Program Requirements for Admission

- Current RN license in good standing without any restrictions, disciplinary actions, or probationary status. Any prior nursing license restrictions need to be brought to the attention of the program director at the time of application.
- Background check performed by castlebranch.com (must be free of criminal arrest). [View background check instructions.](#)
- Negative drug testing (10-panel, urine test) results performed by castlebranch.com. [View drug screen instructions.](#)
- Successful completion of CCRN certification is highly encouraged.

Due Upon Acceptance Into the Program:

- Current BLS, ACLS, and PALS certification.
- Documentation of current immunizations (including COVID-19 immunizations, MMR, TDAP, PPD, polio, varicella/chickenpox, Hepatitis A, and Hepatitis B).
- The following titers, no more than 3 years old: Hep B, Varicella, Measles, Mumps, Rubella.
- Physical and Mental Health Certificate.

Upon completion of the application file with all required documentation, according to application dates, the individual's application materials are submitted to the DNP-NA Admissions Committee for review. An interview with DNP-NA faculty will be arranged by the School of Nursing and Health Sciences. Once accepted to the Doctor of Nursing Practice, Nurse Anesthesia program, applicants must submit \$250 tuition deposit within 30 days, which guarantees a place in the entering class. Please refer to the university website for specific application deadlines. It is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited to students admitted to the DNP-NA Program. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

An applicant of the program must be able to fulfill the job description and duties of a Certified Registered Nurse Anesthetist. A candidate for the program must have abilities and skills in five categories: observation, communication, motor, intellectual, and behavioral/social. Reasonable accommodation for persons with documented disabilities will be considered on an individual basis, but a candidate must be able to perform in an independent manner. Applicants and students must be able to meet DNP-NA Technical Standards.

School of Nursing & Health Sciences

Nurse Anesthesia Program

Technical Standards for Admission, Continuation and Graduation

Applicants to the Westminster University Nurse Anesthesia Program are selected on the basis of their academic, personal and extracurricular attributes. Applicants must also have the intellectual, physical and emotional capabilities to meet the requirements of the School's curriculum and to function as a safe anesthesia provider.

The following technical standard guidelines are based on those recognized as essential to the study and practice of nurse anesthesia. These guidelines specify the attributes considered essential for completing nurse anesthesia training and for enabling each graduate to enter clinical practice. Because these standards describe the essential functions that students must demonstrate to meet the requirements of nurse anesthesia training, they are prerequisites for admission, continuation, and graduation.

Westminster University Nurse Anesthesia Program will consider for admission any applicant who meets its academic and nonacademic criteria and who demonstrates the ability to perform skills listed in this document, with or without reasonable accommodations, consistent with the Americans with Disabilities Act and the Rehabilitation Act. Our institution is committed to considering all qualified applicants without discrimination on the basis of race, color, religion, national origin, age, sex, veteran status, disability or sexual orientation. The Admissions Committee believes that all students must possess the intellectual, physical and emotional capabilities necessary to undertake the required curriculum in a reasonably independent manner without having to rely on intermediaries, and that all students must be able to achieve the levels of competence required by the program goals and objectives. All candidates for admission, both those with and without disabilities, are expected to be competitive with others in the applicant pool in academic, personal and extracurricular attributes. The institutional policy is to make admissions decisions on the basis of each applicant's qualifications for the study and practice of nurse anesthesia. The School of Nurse Anesthesia's commitment to nondiscrimination against any applicant or admitted student on the basis of disability is consistent with applicable law.

Admitted students with documented, qualified disabilities have access to support personnel within Student Disability Services. An agent of this office will collaborate with other faculty and staff as necessary to provide reasonable accommodations for courses and examinations. The goal is to help students with qualified disabilities find access to the necessary resources to assist them in meeting the technical standards for nurse anesthesia program admission, continuation and graduation.

Requests for accommodation of a disability must be made in a timely manner (preferably before starting classes) to the Director of the Nurse Anesthesia Program and the Office of Student Services. At that time, the following information must be provided at the student's expense:

- Documentation of the disability from a licensed professional.
- The diagnosis of the disability using standard nomenclature.
- A description of the student's functional limitations due to the disability.
- Copies of the evaluation report(s) on or accompanied by a letter on the evaluating professional's letterhead.
- A description of the requested accommodation.

Accommodations that may be appropriate will depend on individual circumstances. In evaluating a request for an accommodation, the Nurse Anesthesia Program will take into account the individual's specific limitations and needs to determine whether the requested accommodation is reasonable and will permit the applicant or student to satisfy the Technical Standards. An accommodation is not reasonable if it poses a direct threat to the health or safety of self and/or others, if making it requires a substantial modification in an essential element of the curriculum, if it lowers academic standards, or poses an undue administrative or financial burden. As mentioned above, except in rare circumstances, the use by a student of an intermediary to perform any of the functions described in the Technical Standards would constitute an unacceptable substantial modification.

For students seeking accommodations, a comprehensive neuropsychological evaluation conducted by a qualified professional must be provided. The evaluation must appear on, or be accompanied by a letter on, the evaluating professional's letterhead.

Technical Standards for Nurse Anesthesia Studies Required for Admission, Continuation and Graduation

A candidate for the Master of Science in Nurse Anesthesia must be able to demonstrate intellectual-conceptual, integrative and quantitative abilities; skills in observation, communication and motor functions; and mature behavioral and social attributes. Technological compensation can be made for some disabilities in certain areas, but a candidate should be able to perform in a reasonably independent manner *without a trained intermediary*. The use of a trained intermediary means that a candidate's judgment or performance must be mediated by someone else's power of selection, observation, or performance.

Sensory

- A candidate must be able to detect and interpret changes in monitoring alarms and equipment.
- A candidate must have sufficient sensory capacity to observe in the lecture hall, the laboratory, the outpatient setting, and the patient's bedside.
- Sensory skills adequate to perform a physical examination are required. Functional vision, hearing and tactile sensation must be adequate to observe a patient's condition and to elicit information from computerized monitors, and through procedures regularly required in a physical examination, such as inspection, auscultation and palpation.
- A candidate must be able to observe a patient accurately at a distance and close at hand.

Communication

- A candidate should be able to speak, hear and observe patients in order to elicit information; describe changes in mood, activity, and posture; and perceive nonverbal communications.
- A candidate must be able to communicate effectively and sensitively with patients. Communication includes speech, as well as reading and writing.
- A candidate must be able to communicate effectively via oral and written modalities interacting with all members of the health care team.

Motor

- Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion and other diagnostic maneuvers.
- A candidate must be able to negotiate patient care environments and must be able to move self/patients between settings, such as clinic, classroom building, and hospital.
- A candidate should be able to execute motor activities reasonably required to provide general care, to perform direct laryngoscopy, arterial and venous line placement, and performance of peripheral and central nerve blocks, anesthesia gas machine operation and troubleshooting, and to provide emergency and urgent treatment to patients such as fiberoptic intubation and therapies of the difficult airway algorithm.
- Examples of emergency treatment reasonably required of a nurse anesthetist are cardiopulmonary resuscitation (CPR) and the administration of intravenous medication. Such actions require coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision.

Intellectual-Conceptual, Integrative and Quantitative Abilities

- Intellectual-conceptual, integrative and quantitative abilities include measurement, calculation, reasoning, analysis and synthesis. Problem-solving, the critical skill demanded of a nurse anesthetist, requires all of these intellectual abilities.
- A candidate should be able to comprehend 3-dimensional relationships and to understand the spatial relationships of structures for the performance of peripheral and central nerve blocks.
- A candidate must be able to read and understand medical and nursing literature. In order to complete the degree, candidates must be able to demonstrate mastery of these skills and the ability to use them together in a timely and often critical fashion in problem-solving and patient care.

Behavioral and Social Attributes

- A candidate must possess the emotional health required for full utilization of intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to the diagnosis and care of patients, and the development of mature, sensitive, and effective relationships with patients and other healthcare personnel.
- A candidate must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients.
- Commitment to excellence, service orientation, goal-setting skills, academic ability, self-awareness, integrity and interpersonal skills are all personal qualities that are assessed during the admission and education process. Because the nature of nurse anesthesia education is based on a mentoring process, candidates are expected to be able to accept criticism and respond by appropriate modification of behavior. Compassion, integrity, concern for others, interpersonal skills, interest and motivations are all personal qualities that are required.

Annotations to the Technical Standards

In addition to the existing text incorporated within the **Technical Standards for Nurse Anesthesia Studies** for Admission, Continuation and Graduation, there are specific needs that are relevant to successful completion of curriculum requirements. This addendum provides specific examples to enhance the interpretation of the Technical Standards, particularly within the "Motor" and "Behavioral and Social Attributes" categories.

- Students are required to master the skills of a complete physical examination.
- They must be able to complete Basic Life Support (BLS), Advanced Cardiac Life Support (ACLS), Pediatric Advanced Cardiac Life Support (PALS) and Neonatal Resuscitation Program (NRP) instruction and certification processes
- Students must be available to meet when sessions are available for the mastery of the curriculum objectives. This may include evening, night and weekend obligations.
- During the clinical internship, several mandatory rotations require extended hours, with start times as early as 5:00 am. Evening, on-call and weekend shifts are common and may extend into 12 to 16 hour days. As a result, students must be able to physically and psychologically perform capably and competently with moderate degrees of sleep deprivation.
- Many surgical procedures essential to training may last for 3 or more hours. Students may be required to stand in a relatively fixed position for the entirety of the procedure with minimal rest or breaks.
- In emergency situations, patients may need to be moved, turned or resuscitated, and the student may be in situations that necessitate short periods of bending, lifting or partial lifting, reaching, squatting or straining.
- Within Westminster rotations, students may be required to cover large areas of space (different patient-care floors, different wings or sections within institutional building structures). They must be able to transport themselves and patients from one location to another in a timely fashion in order to facilitate patient care responsibilities and to receive educational training, such as during rounds.
- Students are responsible to ensure that they arrive fit for duty, which is defined as being in sound emotional, physical, and mental health to provide safe anesthesia care. Students are required to update the program on changes in their health status (including medications) which may impact their vigilance, alertness, or ability to provide safe patient care. The presence of communicable disease (such as HIV or Hepatitis) may impair the student's ability to provide safe care. Students infected with a communicable disease should consult with the program director to ensure that they are able to safely care for patients.

Student Disability Services

Student Disability Services is located in the lower level of Giovale Library. If you have questions regarding services for students with disabilities, please call 801.832.2272 or email disabilityservices@westminsteru.edu.

MASTER OF PUBLIC HEALTH (MPH)

Admission Requirements

Admission to the graduate programs is based on an evaluation of demonstrated academic ability and professional experience. Students may enter the program during the Fall semester. Students who choose the certificate program must complete the Graduate Non-Degree Seeking Application. Certificate in Public Health students are limited only to the core courses.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form
- \$50 application fee
- Professional statement addressing your public health background, future goals, and interest in the field. Approximately 2 pages, double-spaced.
- Professional resume detailing professional work experience, including relevant job titles, work experiences, responsibilities, and related activities
- Two letters of recommendation from academic or professional colleagues who can address the candidate's academic and interpersonal skills relevant to the program
- Official GRE score taken within the last 5 years (waived with previous master's degree or higher earned and for those meeting prerequisites course requirements and 3.5 cumulative undergraduate GPA minimum or with a previous master's degree or higher earned).
- Official college or university transcripts from all institutions attended showing proof of baccalaureate degree with a minimum cumulative GPA of a 3.0. Transcripts or test scores are considered official when sent directly from the school or testing service.

Upon completion of the application file with all required documentation according to application dates, the individual's application materials are submitted to the MPH Admissions Committee for review. A personal interview with public health faculty will be arranged by the School of Nursing & Health Sciences. Once accepted to the Public Health Program, applicants must submit a \$250 tuition deposit within 30 days, which guarantees a place in the entering class. Westminster operates rolling admissions, so it is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

MASTER OF SCIENCE IN NURSING: FAMILY NURSE PRACTITIONER (MSN:FNP)

Admission Requirements

Admission to the program is based on an evaluation of demonstrated academic ability and professional experience. Successful completion of undergraduate courses in pathophysiology, pharmacology, health assessment, statistics, and research will be evaluated during the review of applications. Students enter the program at the beginning of Fall semester and may complete the 42 credit requirements within five semesters, including one Summer semester.

The application deadline is January 22, 2025 for the class beginning Fall 2025. Late applications may be considered on a space-available basis.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed application form.
- \$50 application fee.
- Professional statement approximately 2 pages, double-spaced.
- Professional resume detailing professional work experience, including relevant job titles, work experiences, responsibilities, and related activities.
- Two letters of recommendation from academic or professional colleagues who can address the candidate's academic and interpersonal skills relevant to the program.
- Minimum of 1 year of RN experience; applicants with less than 1 year of experience may apply, but they may not be selected for an interview at the MSN-FNP Director's discretion.
- Current RN license in good standing without any restrictions, disciplinary actions, or probationary status. Any prior nursing license restrictions need to be brought to the attention of the program director at the time of application.
- Official transcripts from all colleges and universities attended showing proof of a baccalaureate degree earned from an accredited school of nursing, as well as a regionally accredited institution, with a cumulative GPA of 3.0 or higher. Transcripts or test scores are considered official when sent directly from the school or testing service.

Due Upon Acceptance Into the Program:

- Background check performed by castlebranch.com (must be free of criminal arrest). [View background check instructions.](#)
- Negative drug testing (10-panel, urine test) results performed by castlebranch.com. [View drug screen instructions.](#)
 - Applicants to the FNP program will agree to release all of the required information from the certified background check company to the Dean and MSN: FNP Admissions Committee and Program Director. Both state and federal background checks must be free of criminal arrest history. If there is a criminal arrest history expungement must be completed prior to submission of the application. Drug test results must be negative.
- The following titers, no more than 3 years old: Hep B, Varicella, Measles, Mumps, Rubella.
- Physical and Mental Health Certificate.
- Documentation of current immunizations (including COVID-19 immunizations, MMR, TDAP, PPD, polio, varicella/chickenpox, Hepatitis A, and Hepatitis B).

Upon completion of the application with all required documentation according to application dates, the individual's application materials are submitted to the MSN Admissions Committee. A personal interview with nursing faculty will be arranged by the School of Nursing & Health Sciences. Once accepted to the MSN Program, applicants must submit a \$250 tuition deposit within 30 days, which guarantees a place in the entering class for the Fall term. Please refer to the university website for specific application deadlines. It is best to apply as soon as possible. To preserve the faculty to student ratio, space availability in each class is limited to students admitted to the MSN Program. Westminster University reserves the right to close the class earlier than dates specified if enrollment goals are met before those dates.

ADMISSION TO THE UNIVERSITY

Admission Criteria

Westminster's graduate programs welcome applications from prospective students who are committed to active learning, respect for diverse people and perspectives, collaboration and teamwork, personal and social responsibility, university-wide excellence, and high ethical standards. Program faculty and the Graduate Admission Committees carefully consider applications using a holistic approach to its review. When evaluating an application file, factors such as prior academic experience, writing ability, references, interpersonal skills, maturity and professional fitness are considered. Westminster University does

not discriminate based on race, color, pregnancy, childbirth, or pregnancy-related conditions, age, religion, national origin, disability, sex, sexual orientation, gender identity, religion, military status, and genetic information, or other legally protected status. The university's commitment to nondiscrimination applies to students, employees, and applicants for admission and employment. For additional information, see the [full Non-Discrimination Statement](#).

Admission Process

Prospective students who wish to enter a degree, certificate, or endorsement program at Westminster University are required to submit a completed application for admission. Applicants must hold a baccalaureate degree earned from a regionally accredited college or university in the United States or the international equivalent.

A candidate for admission must submit the following materials to the Office of Graduate Admissions:

- Completed Westminster Application
- \$50 application fee
- A professional statement of intent
- Letters of recommendation
- Official transcripts from all colleges and universities attended

See further required application materials per graduate program. Each program's application requirements can be found online.

All materials submitted to the Graduate Admissions Office become the property of the university and cannot be returned to the student or sent to another school. For important application dates and events scheduled for prospective graduate students at Westminster, please contact Graduate Admissions at [801.832.2200](tel:801.832.2200) or [800.748.4753](tel:800.748.4753). Send e-mail inquiries to gradadmissions@westminsteru.edu.

Deferred Admission

Admitted graduate students for many of Westminster University's graduate programs are eligible to request deferred admission. Deferred admission is offered to students who plan to delay their enrollment to a different semester than the one they were admitted to.

Requests for deferred admission must be submitted prior to deposit deadline for a program and may be requested for up to 3 semesters.

Deferred admission is not intended to allow students to begin or continue their graduate career elsewhere, though students may take a limited number of courses as a part-time student during their deferred admission period. Westminster assumes that any academic work pursued during the deferred admission period will be at an academic level consistent with or above the student's academic performance record with which they gained acceptance to Westminster University. Students must submit all transcripts from university-level coursework completed during the deferred admission period. The university reserves the right to reverse a prior admissions decision based on poor results of academic work completed during the deferred admission period.

Prior to their return, students must confirm their intention to enroll by submitting a second non-refundable tuition deposit. Additional information about [deferred admission](#).

Non-Degree Seeking Students

Non-degree seeking students are defined as students who are enrolled at the university but have not applied for, or been accepted into, a degree program. Non-degree seeking students, therefore, are those who plan to take courses for "interest only." Non-degree seeking students are subject to the academic regulations of the university. Credit earned while in non-degree seeking student status is not considered toward a degree unless the student applies for admission to, and is accepted by, the university as a degree-seeking student. A maximum of 21 semester hours of coursework taken as a non-degree-seeking student may be considered for credit earned toward a degree. Non-degree seeking students are not eligible to receive institutional or federal financial aid. Those who wish to pursue a degree must complete the admission process as a degree-seeking student. Non-degree seeking students must be admitted as degree-seeking prior to the first day of classes in the semester in which they wish to be considered degree-seeking.

Readmission of Former Students

Students who wish to register at the university after an absence of three or more academic semesters (including Summer semester) must apply for readmission through the Office of Graduate Admissions. Re-entering students are subject to the academic requirements in effect at the time of their re-entry. Westminster University makes every effort to honor coursework taken in previous years; however, due to curriculum changes, this cannot be guaranteed. Previous coursework in question must be reviewed by individual academic departments with a final agreement submitted in writing to the Registrar's Office. Students readmitted after three or more semesters will be expected to meet program requirements for the catalog in effect at the time of readmission. This includes program cost of tuition and fees at the time of readmission.

Readmission of Service Members or Veterans

In accordance with the Higher Education Reauthorization Act, Westminster University will readmit military service members at the same academic status in which they left the institution for service activation or deployments, provided the student notifies the university in advance of their deployments and are not absent from the institution for more than five years, cumulatively. Those students who fail to provide advance notice may re-enroll after providing proof of service.

To readmit a service member with the same academic status means that the institution readmits the service member:

- To the same program, unless the service member requests or agrees to admission to another program (if the service member's program is no longer offered, the institution must admit the service member to the program that is the most similar);
- With the same number of credit hours or clock hours completed, unless the service member is admitted to a different program and the hours are not transferable.
- With same academic standing (for example, satisfactory academic progress status).
- For the first academic year, with the same tuition and fee charges as when the service member left, unless military benefits will pay the increase, but never more than the institution is charging other students.
- For subsequent academic years or for a different program, by assessing tuition and fee charges that are no more than the institution is charging other students.

International Students

The university accepts and enrolls students who are citizens of countries other than the United States. Full-time international students are issued Forms I-20 to enable them to apply for student visas.

Admission Requirements

To be considered for graduate enrollment at the university, international students must hold the equivalent of a U.S. Bachelor's degree and meet all admissions requirements for the graduate program of study. International students must submit the following materials to the Office of Admissions:

1. Complete Westminster University Graduate Admissions Application and \$50 application fee
2. Official transcripts, academic records, diplomas, national examination results, certificates or degrees received from accredited post-secondary institution, university and/or professional schools and any necessary translations. International college or university transcripts must be submitted to a [NACES member organization](#) external evaluation service company for a course-by-course evaluation, for example, [World Education Services](#) or [Spantran](#) for course-by-course evaluation services. Students who attend English speaking universities or colleges in Canada do not need to complete a NACES evaluation.
3. Evidence of adequate financial support to cover the total cost of attendance for two semesters. This most commonly comes in the form of a certified bank statement or bank letter as well as a Statement of Financial Responsibility as issued by Westminster University.
4. Any other requirements including exams, recommendations, and additional supporting documents required by the individual graduate programs.

Once all required documentation has been received and the student has been accepted for admission, a Form I-20 will be sent to the student. All materials submitted to the Graduate Admissions Office become the property of the college and cannot be returned to the student or sent to another school. If the student's school or ministry of education issues only one copy of post-secondary school grades or examination scores, the Office of Graduate Admissions will make a certified copy and return the original to the student; however, in all cases copies must be made from originals. Duplicated copies will not be accepted.

English Proficiency Policy

All applicants, regardless of citizenship status, must demonstrate proficiency in English to obtain admission to Westminster University's graduate program. To fulfill this requirement, applicants must satisfy one of the following criteria:

A. Earn a high school diploma, Associate of Arts, Associate of Science, bachelor's degree or higher from an accredited U.S. high school, college or university.

B. Complete the equivalent of U.S. bachelor's degree in one of the following countries:

- American Samoa
- Anguilla
- Antigua and Barbuda
- Australia
- Bahamas
- Barbados
- Belize
- Bermuda
- Botswana
- British Virgin Islands
- Canada (except the Province of Quebec)
- Cayman Islands
- Christmas Islands
- Cocos Islands
- Cook Islands
- Dominica
- Falkland Islands
- Fiji
- Gambia
- Ghana

- Gibraltar
- Grenada
- Guam
- Guyana
- Ireland
- Jamaica
- Kenya
- Lesotho
- Liberia
- Malawi
- Malta
- Micronesia Islands
- Montserrat
- New Zealand
- Nigeria
- Niue
- Norfolk Island
- Northern Mariana Islands
- Palau
- Papua New Guinea
- Pitcairn Islands

- Ryuku Islands
- Seychelles
- Sierra Leone

- Singapore
- Solomon Islands
- South Africa
- St Helena
- St Kitts and Nevis
- St Lucia
- St Vincent and the Grenadines
- Swaziland
- Tanzania
- Tonga
- Trinidad and Tobago
- Turks and Caicos Islands
- Uganda
- United Kingdom
- S. Virgin Islands
- Zambia
- Zimbabwe

C. Take an English proficiency test and meet one of the following score requirements:

Test	Score
TOEFL iBT	80 (reading and writing 20)
IELTS	6.5
PTE	60
CEFR	B2
DUOLINGO	105

* Westminster University will consider scores from the IELTS Indicator and the TOEFL iBT Home Edition. The university will accept TOEFL iBT superscores for the purpose of meeting TOEFL iBT requirements.

D. Complete Level 8 at the University of Utah English Language Institute (ELI) with a "B+" average or higher (only applies to applicants in the following programs: Master of Arts in Teaching, and Master of Arts in Community Leadership, Master of Education, Master of Public Health).

Westminster University reserves the right to require demonstration of English proficiency, even if a candidate demonstrates eligibility for a proficiency waiver.

Westminster's graduate application can be found online.

Application Requirements by Program

Bill and Vieve Gore School of Business

- [Graduate Business Certificates](#)
- [Master of Accountancy](#)
- [Master of Business Administration programs](#)

Education

- [Master of Arts in Community and Organizational Leadership](#)
- [Master of Arts in Teaching](#)
- [Master of Education](#)

Nursing

- [Master of Public Health and Certificate in Public Health](#)
- [Master of Science in Clinical Mental Health Counseling](#)
- [Master of Science in Nursing, Family Nurse Practitioner](#)
- [Doctor of Nursing Practice](#)
- [Doctor of Nursing Practice, Nurse Anesthesia](#)
- [Doctor of Philosophy in Counselor Education and Supervision](#)