

**Policy S-3.06**  
**UNIVERSITY OF FLORIDA**  
**COLLEGE OF NURSING**

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**TITLE:**                   **ADMISSION/REGISTRATION FOR THE POST-MASTER'S NON-DEGREE SEEKING STUDENT**

**POLICY:**               The College of Nursing provides educational opportunities for master's degree prepared nurses seeking the knowledge and skills included in various advanced practice curriculums.

Students holding a master's degree in nursing will be accommodated in MSN level courses in the College of Nursing on a space available basis.

Admission to the College of Nursing and to a designated track is required prior to enrollment in clinical courses. Admission to the College of Nursing is not required for enrollment in non-clinical courses and students may register as "non-degree" seeking students. Enrollment in non-clinical courses does not guarantee admission to a clinical track.

**RATIONALE:**       Since resources (faculty members, clinical sites, etc.) that support master's degree education in nursing are limited, highest priority is given to students seeking the master's degree for initial entry into advanced practice. However, the UF College of Nursing faculty are also supportive of additional education for advanced practice nurses who wish to develop new areas of clinical expertise.

**PROCEDURE:**

1. Admission for Clinical Courses
  - a. A nurse with a master's degree in nursing submits a completed UF Post Baccalaureate application along with CON application materials by March 15<sup>th</sup> each year. . The GRE is not required for post master's applicants. .
  - b. Applicants must have received their master's degree from a regionally accredited academic institution and the nursing program must be accredited by CCNE or NLNAC.
  - c. An applicant is notified of admission status to clinical course(s) and track after the Graduate Admissions Advisory Committee review of the total applicant pool. The usual time for notification is mid-April.

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2. Registration for Non-Clinical Courses
  - a. A nurse with a master’s degree in nursing may register as a Non-degree student for non-clinical courses when space and course requirements permit. Considerations include size of the assigned classrooms, the technology used in course delivery and teaching and evaluation techniques used in the course.
  - b. The potential student consults the semester class schedules available through the Office of Academic and Student Affairs to determine course offerings.
  - c. The potential student makes an appointment with the Coordinator, Admissions and Registration to determine availability of space in the course of interest. At that time the student is given the procedure, application, and deadline dates for applying.
  - d. If space is unavailable, the student may discuss future opportunities with the Assistant Dean for Student Affairs (ADSA).will

Review or Approval Authority	Responsible Party	Initial Approval / Review	Most Recent Approval / Review Of Changes	Editorial Changes	Policy A-01 Review
Approval	Leadership Council	2/98			
Approval	Administrative Council	5/06	10/10		10/10
Approval	Dean	3/98	10/10		