

Application Submission Checklist

- (3) Recommendation Request forms (printed from the Admissions webpage)
 - Page 1: Sign and print applicant name; sign Waiver at bottom of page
 - Page 2: Complete **top 1/3 only** with recommender's information
 - Mail or deliver Recommendation Request forms to each of your 3 chosen reviewers.
 - **Please supply the reviewer with a stamped envelope pre-addressed to Truman Medical Center School of Nurse Anesthesia (address below)**

**Submission of the (3) Recommendation Request forms should be submitted by the reviewers to TMC School of Nurse Anesthesia by no later than the September 1st application deadline.*

- Application completed in its entirety
- Copy of current CV/Resume
- Personal Statement (1 page maximum; referenced- if applicable)
- Copy of RN license *(and verification of RN license if license doesn't show expiration date)*
- Copy of ACLS certification
- Copy of BLS certification
- Copy of PALS certification
- Copy of GRE test results
- Copies of all certifications (i.e. CCRN and TNCC) (as applicable)
- A \$100 **MONEY ORDER or CASHIER'S CHECK** made payable to **TMC School of Nurse Anesthesia***

*From the date of admission, applicants have a three-day cancellation period, excluding Saturdays, Sundays and holidays, to cancel the agreement and receive a refund of all monies paid. After the three-day cancellation period, the money is non-refundable.

Email, FAX or mail all of the above documents, along with additional required documentation, by September 1 to: Admissions Committee, TMC School of Nurse Anesthesia, 2301 Holmes, Kansas City, MO 64108

In addition to the above required documents, the following are needed to complete your application:

- Request **ALL** official college, university, and nursing school transcripts be mailed to TMC School of Nurse Anesthesia
- PREREQUISITE COURSES**- if you are currently enrolled in **any required prerequisite course** (i.e. Organic Chemistry I), we will need a letter from your instructor indicating that you are currently enrolled and your current grade in the class. The letter must be sent from your instructor directly to TMC School of Nurse Anesthesia before an interview will be conducted.
- Request **ORIGINAL** GRE test results be mailed directly to UMKC (code 6872); contact UMKC at 816-235-2576 with questions. In addition, you must send a copy of test results to TMC School of Nurse Anesthesia.

Please ensure application checklist has been completed prior to application submission - thank you.