Graduate Checklist and Contact Information

Admission Contact information:
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1. Apply to Auburn University Graduate School- https://app.applyyourself.com/?id=auburn-g
2. For Graduate School contact information: http://grad.auburn.edu/general/contactpoints.html
3. All items listed below need to be uploaded with your application.
   A. Request all transcripts from every college attended to be sent directly to the Graduate School, 106 Hargis Hall Auburn University, AL 36849. (DO NOT SEND TRANSCRIPTS TO SCHOOL OF NURSING)
   B. 3 letters of recommendation (choose online option in your application)
   C. Professional Resume (uploaded with your application)
   D. Nursing License (must be located within the United States and proof of licensure uploaded with application)
   E. Personal Goal Statement (600 words stating why you want to be a Nurse Educator, Nurse Practitioner or Doctor of Nursing Practice. **Keep this at a 600 word maximum**

4. Once our admission committee meets, we will let the Graduate School know what students we would like to admit. They will notify you through email and request your confirmation that you want to enroll. The applicant is notified via email that their decision has been updated and they log in to the application on their side to print a copy that looks like the letter the Graduate School used to send on letterhead. If you decline, The Graduate School will withdraw your application. The letter should include your Banner ID as well as the beginning of your Auburn email. Please visit this website to activate your Auburn Email https://oitapps.auburn.edu/myaccount/ Auburn Email is the required method of communication. You cannot set up your AU Email or register until you receive your letter from the Graduate School. We WILL NOT use any other email address other than your Auburn email.

5. Once you have your acceptance letter from the Graduate School, you also must complete the AU Medical Clinic health forms. If you do not complete this form, the AU Med Clinic will place a hold on your account and you cannot register. https://cws.auburn.edu/aumc/Forms.aspx is the website. (this is in addition to and separate from the School of Nursing health packet & info you are emailed if admitted)

6. Once you have completed steps 1-5, you may register for our graduate courses. We will help guide you through the process of registration. You will log into AUACCESS with your GID and password and then select TigerI. If you are told you need a time ticket, you will need to contact the Registrar's Office directly at 334-844-2544. Once you are registered you will then log into CANVAS to view your courses.