Use Checklist to complete Admissions file and submit to address/fax number below:

☐	**Completed Application**
☐	**$75 Application Fee (non-refundable, payable to Sacred Heart University) or pay online here**
☐	**Order Official Transcripts from ALL Previously Attended Colleges. Also include official transcripts for any graduate degree or coursework previously completed. Please note that international applicants may need to have a transcript evaluation done by World Education Services.** • Order official/sealed copies of transcripts from *ALL* previously attended colleges. Have each transcript sent to the Online Processing Center (address below). Sacred Heart University requires an official transcript from EACH school you have earned academic credit as well as transcripts for CLEP and Dantes exams. Example, if you attended "A" School, transferred to "B" school and graduated from B, you will need transcripts from both A and B schools. If you transferred from B school to C school, you will need A, B, and C transcripts.
☐	**Resume**
☐	**A copy of current and unencumbered RN license**
☐	**Two letters of recommendation (one from immediate supervisor)**
☐	**Interview questionnaire**
☐	**Registration Form**
☐	**Promise to Pay Form**

Send ALL documents to the Online Admissions Processing Center in Maitland, FL

Do NOT mail application materials to Sacred Heart University address in Fairfield, CT.

Sacred Heart University Online Processing Center

851 Trafalgar Court – Suite 420 West, Maitland, FL 32751

Toll Free (877) 791-7181 • **onlineprograms.sacredheart.edu** • **Toll Free Fax** (877) 791-7183

Applicants for admission must possess a diploma in nursing or an associate's degree from an accredited institution and give evidence of the ability and preparation necessary for the satisfactory completion of undergraduate work. Specific requirements differ among the programs and students are advised to consult the appropriate program descriptions in the Sacred Heart University Undergraduate/ Graduate Catalog(s). All documents submitted become the property of the University and cannot be returned or transferred.