Before starting the application process, read the **Admission Requirements & Procedures** and **FAQs**.

## Application Materials due by June 1, 2025

### 1. Application for Admission

Once an application is submitted, you will not be able to make any changes to the information you entered. You may only access the application to upload required supporting documents.

## Supporting Documents due by June 15, 2025

### 1. Supporting documents provided by the applicant:

o Copy of current unencumbered R.N. license

o Proof of current certifications stated on the application (front and back, where applicable). Examples include, but are not limited to, BLS, ACLS, PALS, CCRN certification, etc.

o Current curriculum vitae

o Application fee of $90 (payable via check if payment is not made at time of application)

**Applicants may upload PDF copies of their license, curriculum vitae, and certifications in the application.** Documents may also be uploaded after an application has been submitted, but only through June 1.

- o To upload a license, certification, or curriculum vitae after an application has been submitted, log in to the DNP Application Portal and click Select > Edit. Navigate to the relevant section and upload the document.

- o If you renew a certification or update your curriculum vitae, you may upload the new document to your application. Log in to the DNP Application Portal and click Select > Edit. Navigate to the relevant section and upload the document. The new document will replace the one previously uploaded.

- o If you have a new document that was not listed on your application (e.g., you obtained a new certification), you may email a PDF copy to crna@bcm.edu.

- o If you have a document to upload between June 2 and June 15, please email a PDF copy to crna@bcm.edu.

### 2. Other supporting documents that must be provided by the applicant, if applicable:

These documents should be submitted either via email to crna@bcm.edu or via U.S. mail to the address below.

o Proof of enrollment for a prerequisite course in progress:
If you are currently enrolled in a prerequisite course that will not finish before the application deadline, you must submit proof of enrollment for the course (e.g., a tuition receipt).

- AP score report for statistics
  If you received Advanced Placement credit for a statistics course, you must submit a copy of the AP exam score report (or other documentation) confirming a score of 4 or better on the advanced placement exam for statistics. For more information, please see the [FAQs](#).

- Letter from former Program Director
  If you previously attended another nurse anesthesia program, you must obtain a letter of evaluation from the program director at the institution previously attended. For more information, please see the [FAQs](#).

**3. Supporting documents that must be submitted directly from the sender** (not the applicant):

- GRE Scores: Graduate Record Examination scores must be sent directly from Education Testing Service to Baylor College of Medicine (institution code: 6052). Be sure to identify Baylor College of Medicine as a Designated Score Recipient and not an undergraduate institution.

- Transcripts: Forward official transcripts from all colleges, universities, and nursing schools attended. Transcripts may be sent via U.S. mail to the address below or electronically to [crna@bcm.edu](mailto:crna@bcm.edu).

- Completed Applicant Evaluation Forms from the following two individuals. Once an application is submitted, evaluators will receive an invitation via email to complete an electronic evaluation form.  Please let evaluators know to look out for this email.  It is the applicant's responsibility to ensure evaluators complete the forms by June 15, 2025.

  - Current critical care nursing supervisor. This individual must be able to provide an assessment of your professional performance, clinical acumen, and essential character traits.

  - RN, CRNA, or physician of your choice. This person must be able to provide an assessment of your professional abilities and essential character traits. Evaluations from family members or friends are not accepted.

## Status Check Tool

After submitting an application, applicants may track the receipt status of their supporting documents via the [DNP Application Portal](#) (click Select > View Status). It may take up to two business days for documents to show up as received in the system.

## DNP Program Office

Baylor College of Medicine
DNP Program-Nurse Anesthesia
One Baylor Plaza, MS: BCM115
Houston, TX 77030
[crna@bcm.edu](mailto:crna@bcm.edu)

If you have any questions, contact the DNP Program Office at 713-798-8650 or [crna@bcm.edu](mailto:crna@bcm.edu) .