



Baylor College of Medicine DNP Program – Nurse Anesthesia Application Checklist for Admission in 2025 MS-DNP Applicants

Before starting the application process, read the [Admission Requirements & Procedures](#) and [FAQs](#).

Application Materials due by June 1, 2024

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, 2024

1. Supporting documents that must be submitted by the applicant:

- Copy of current unencumbered R.N. license
- Copy of current unencumbered APRN licensure, or other authorization to practice as a nurse anesthetist, in the state of residence
- Proof of current certification or recertification by the National Board of Certification and Recertification for Nurse Anesthetists
- Current curriculum vitae
- 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.

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

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

- 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.
- 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, 2024.

- CRNA supervisor. This individual must be able to provide an assessment of your professional and clinical acumen.
- 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

If you have any questions, contact the DNP Program Office at 713-798-8650 or crna@bcm.edu .