

Doctor of Nursing Practice-Nurse Anesthesia Program Checklist for Incoming DNP Students



The following items must be completed prior to matriculation. If you have questions about any of these items, please consult the information posted on the Accepted Applicants website or contact the DNP Program Office at 713-798-8650.

- Read the Essential Information document on the [Accepted Applicants website](#)
- Sign and return the Acknowledgement Form by September 25
- Submit tuition deposit by September 25 (BSN-DNP students only)
- Complete financial aid application (if applicable). Information about financial aid is available on the [Office of Student Financial Aid website](#). Click on the plus sign next to the Financial Aid link on the left side of the page, and then click on Applications link. Scroll to the section for Financial Aid Forms. There is an application instructions document as well as a link to the Health Professions application. Be sure to read the Health Professions and Graduate Student Application Instructions. Your Applicant ID is the same number you used to log in to the Tuition Deposit website (2021XXXX).
- Register with the [Occupational Health Program](#) and submit all records by November 30
- Submit Background Check information when requested
 - Watch for an email from Certiphi with further instructions
- Complete BCM online training modules (HIPAA, Confidentiality, Compliance, etc.)
 - Information and instructions will be sent via email in early December
- Complete WriteWell modules by December 31st
 - Cost of WriteWell is included in the tuition deposit amount for BSN-DNP students
 - MS-DNP students should send a \$325 check for the modules
- Complete Advanced Health Assessment readings and case studies
 - Course details will be available in early November
- Make arrangements to attend orientation on January 4 and 5
 - Attendance is mandatory for all students
 - All students must bring a laptop
 - MS-DNP students should provide copies of their AANA membership cards

It is important that we have accurate contact information for you, so **be sure to keep us informed of any changes in e-mail address, home address, or phone number(s).**