Western Carolina
UNIVERSITY

Professional Statement and Resume Requirements

You must submit a Professional Statement and a Resume as part of your application to the graduate Nursing program.

Please prepare both of these documents as separate PDF, MSWord, or RTF files.

    Filename: Use your lastname-firstname as a file name for this document.
                              e.g. Smith-Chris.pdf

<u>Professional Statement:</u>

This narrative is a very important part of your portfolio. The quality of the Professional Statement is often crucial in admissions decisions, since it may provide the Admissions Committee the only first-hand example of your writing skills and your ability to express your ideas in a clear, logical, and coherent manner.

    Please address EACH of the following in your professional statement:

a. Explain why you have chosen your particular nursing Master's program (e.g. Nurse Educator, Nurse Administrator, etc.) and discuss how your work experiences (paid and voluntary) will fit with this program.

b. Define your professional goals and how this program will contribute to your achieving them.

c. Discuss your academic and leadership strengths.

d. Discuss your academic and leadership areas in need of improvement.

e. Identify a contemporary problem in your chosen program of study and discuss, specifically but briefly, a potential solution to the problem.

    Consider this your opportunity to communicate with the Admissions Committee members about your professional background and reasons for pursuing a graduate degree in nursing administration at this point in your career.

    The professional statement should be three to four typed, double-spaced pages and should focus in detail on all the elements noted above. The document should be submitted with your application as an uploaded MS Word "doc." File.

<u>Resume:</u>

Along with standard resume information (work experience, education, professional accomplishments, etc.) include the following:
            - RN License Certificate Number (including state of licensure)
            - Have you ever had disciplinary action taken regarding your nursing license?
             If so, please explain.