



**College of Nursing and Health Sciences  
Department of Nursing  
Applicant Policy  
Health Systems Studies (BSHS) Program  
Approval Date: April 27, 2023**

**Effective Date**

These policies become effective immediately upon final approval and shall remain in effect until revoked.

**Purpose**

Applicant policies are provided to inform prospective applicants regarding admission requirements. The most current policies are posted on the webpage for the College of Nursing and Health Sciences webpage. Policies are subject to change.

**Responsibility**

Each applicant is responsible for knowing and adhering to the current applicant policies for their program. The responsibility for implementing these policies is assigned to the Dean and faculty of the Department of Nursing.

**Application Requirements**

1. The following are requirements for admission to the Health Systems Studies program at Metropolitan State University.  
Prerequisites
  - 1.1. Current undergraduate admission to Metropolitan State University;
  - 1.2. An official transcript indicating completion of a health-related Associate of Arts (AA), Associate of Science (AS), or Associate of Applied Science (AAS) degree from a regionally accredited institution;
  - 1.3. Official transcripts for all other undergraduate or graduate study completed at the time of the application. Applicants may petition to have a transcript older than seven years from the application deadline individually reviewed for exclusion from the cumulative GPA calculation. Transcripts for elimination must not include any course requirements for the applicant's health related AA, AS or AAS degree and courses from an omitted transcript may not be used to satisfy program admission requirements;

- 1.4. Applicants to the BSHS program who attended non-U.S. institution are required to have their non-U.S. transcripts evaluated by a National Association of Credential Evaluation Services (NACES) organization member credential evaluation service (such as EC or WES) to determine equivalency to a U.S. baccalaureate degree. The full course-by-course evaluation is required. The evaluation will serve as the basis for the transcript evaluation need for admission to the university and the dental hygiene program.
  - 1.5. Applicants who completed a degree from an accredited institution that did not assign grades or confer an official GPA may apply to the program. If official grades are available for any course work, those grades will be evaluated. If no grades have been assigned, the applicant will be evaluated based on remaining admission requirements.
  - 1.6. The Grade Point Average (GPA) used for admission assessment is the cumulative GPA calculated from all coursework and evaluation of all transcripts (undergraduate and graduate). A minimum cumulative GPA of 2.5 is required for application for full admission;
  - 1.7. Applicants with a cumulative GPA of 2.3 – 2.49 may petition for conditional admission. If the petition is approved, students must complete the requirements set forth in the petition response before they will be considered fully admitted to the BSHS program.
2. Pre-Major Requirement: Students must complete a degree plan with a Health Systems Studies advisor before they are eligible to matriculate into the BSHS major:

### **Petition for Exceptions to Policies**

A student seeking an exception from a policy or requirement may do so through the College of Nursing and Health Sciences Petition process. Exception requests are considered on an individual basis considering the strength of the submitted evidence or rationale. Students should contact a program advisor in CNHS for information on the petition process.

### **Admission Offer**

Students offered conditional admission for any reason must satisfy the requirements outlined in the offer.