Post Graduate Psychiatric Nursing Capstone Certificate
Frequently Asked Questions for Admission

Q: What is the timeline for admissions?

We admit students to begin in the summer session only. The application opens in early September and all application materials (including transcripts) must be received by February 1. The faculty admissions committee reviews applications in February and March. Applicants will be notified in April of the admission decision.

Q: What would make someone an ideal candidate for this program?

We conduct a holistic review of all application materials to identify the best candidates for admission to the program. Regardless of experience level, ideal candidates want to improve their ability to deliver complex care and have a desire to expand their knowledge and understanding of the specialty. We also look for candidates who are committed to providing care to underserved populations in need of services.

Our program requires a significant time expenditure for clinical training and coursework, and we look for candidates who understand these demands and are prepared to make time in their schedules accordingly.

Q: What is the Post Graduate Education Statement?

The Post Graduate Education Statement is an important part of the application because it offers you an opportunity to expand on your academic and professional background as reflected in your transcript and CV, and to share your motivation and goals for pursuing post graduate education. The statement also provides the review committee evidence of your ability to communicate your ideas in writing.

Please address the following topics in your statement and limit your response to a maximum of 1000 words. (4 pages, double spaced)

1. Your interest in post graduate education. You might address: Why is post graduate education important to you at this point in your career? What do you hope to gain from this experience? Do you have past professional experiences that will motivate or frame this educational experience?

2. Your preparation for successful achievement of our program learning outcomes. You might address: How will your learning style impact your success in our program? Will distance be an important factor to you? Have you identified a support network?

3. Your potential to make major contributions to the specialty. You might address: How will your completion of this program affect your workplace and patient care? How will you interact with and support other psychiatric care providers? What is your anticipated
scope of impact – for example, your home community, the academic community, or perhaps even the global community?

**Q: What do I need to know about getting letters of recommendation?**

It is very important that you select appropriate recommenders. Your recommenders should be qualified to comment on your ability to succeed academically in this program and professionally as an advanced practice psychiatric mental health nurse practitioner. We advise that you seek recommendations from individuals who understand the demands and rigor of graduate education in nursing, and at least one recommendation letter should be completed by a nurse with a master’s or doctoral degree.

Make it as easy as possible for your recommenders! Provide them with a copy of your resume and a draft of your Post Graduate Education Statement so they can better address your interests and background.

Instruct your recommenders to write the letters on letterhead, if possible. Letters should be sent to:

University of Wisconsin-Madison School of Nursing
Academic Programs Student Services
Graduate Admissions
1124 Cooper Hall
701 Highland Avenue
Madison, WI 53705

**Q: Do you require the GRE?**

We do not require the GRE for admission to the Post Graduate Psychiatric Nursing Capstone Certificate program.

**Q: Do you interview applicants?**

Interviews are not a part of the admission process.

**Q: I live out of state. Do I need a Wisconsin nursing license to apply for the program?**

You do not need a Wisconsin nursing license in order to apply for the program. You will need a Wisconsin nursing license if your clinical placements are in Wisconsin.

**Q: Do I need to submit a transcript from UW-Madison?**

No, we can obtain transcripts for all coursework completed at UW-Madison.

**Q: I have applied to the same program in the past. Do I need to submit transcripts again?**

Yes, you need to submit a new set of official transcripts for each application to the School of Nursing.
Q: My transfer credits from one institution show on my transcript from another school. Do I need to submit both transcripts?

Yes, you need to submit a transcript from each institution where you took college-level courses.

Q: When do you need to receive my transcripts?

We need to receive your transcripts by the application deadline, which is February 1.