Nurse Educator Certificate Program

Frequently Asked Questions

Q: What is the timeline for admissions?
We admit students to begin in the spring session only. The application opens in early September and all application materials (including transcripts) must be received by November 1. The faculty admissions committee reviews applications in November. Applicants will be notified in early December.

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 expand their knowledge and understanding of the science of nursing education. We also look for candidates who are committed to providing evidence-based nursing education. Our program requires course and practicum work. We look for candidates who understand these demands and are accordingly prepared to make time in their schedules.

Q: What is the Post-Graduate Education Statement?
The Post-Graduate Education Statement offers you an opportunity to expand on your academic and professional background 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)

- 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?

- Your preparation for successful achievement of our program learning outcomes. You might address how your past experience as a student will impact your success in our program. What is your learning style and how will this impact your success in our program? Will blended-learning or travel to campus be a factor for your success in the program?

- Your potential to make contributions to nursing education. You might address how your completion of this program will affect your work. How will you interact with and support other nurse educators in academia or practice?

Q: What do I need to know about getting letters of recommendation?
Your recommenders should be qualified to comment on your ability to succeed academically in this program and professionally. We advise that you seek recommendations from individuals who understand the demands and rigor of graduate education in nursing. At least one recommendation should be provided 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, NECP Coordinator/ Graduate Admissions, 1100 Signe Skott Cooper Hall, 701 Highland Avenue, Madison, WI 53705
Q: Do you require the GRE?
We do not require the GRE for admission to the Nurse Educator Capstone Certificate program.

Q: Do you interview applicants?
Interviews are not a part of the admission process.

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 November 1.