KING UNIVERSITY
ESTABLISHED IN 1867

Professional Master of Business Administration (MBA) Application Packet Requirements
1. Submit a completed application.
2. Submit evidence of completion of a baccalaureate degree from a regionally accredited college or university prior to enrolling. Students should have coursework, earning a C- or better, in the following:
   a. Statistics
   b. Marketing
   c. Finance
   d. Economics
   e. Accounting
   f. Computer applications, including spreadsheet and database applications (recommended)

Students who do not meet the above course requirements will be enrolled in the following Business Principles Seminars in the appropriate semester of the program: BUSA 4890 Statistics, BUSA 4891 Economics, BUSA 4892 Accounting, BUSA 4893 Finance, and BUSA 4894 Marketing. These business principles seminars must be completed as a necessary part of the MBA curriculum and must be completed prior to the start of the corresponding course in the MBA program.

Evaluation in these prerequisite courses will be pass/fail. Students who fail to successfully complete a prerequisite class will not be permitted to continue their enrollment in the MBA program until the required course is successfully completed or an alternative prerequisite is substituted for the course.

3. Submit official transcripts from all colleges/universities attended.
   a. A minimum cumulative grade point average of 3.0 on a 4.0 scale is required. Students who do not meet this requirement may be conditionally accepted.
4. Submit a 750 -1000 word personal statement, indicating interest in the program, professional preparation, academic experience, job-related history and career goals.
5. Submit the names and email addresses of two professional and/or academic recommenders for an automated request.
6. Submit a resume, demonstrating a minimum of two years of full-time work experience

Traditional Master of Business Administration (MBA) Application Packet Requirements
1. Submit a completed application.
2. Submit evidence of completion of a Bachelor's degree from a regionally accredited college or university prior to enrolling.
3. Submit official transcripts from all colleges/universities attended.
   a. A minimum cumulative grade point average of 3.0 on a 4.0 scale is required. Students who do not meet this requirement may be conditionally accepted.

4. Submit the names and email addresses of two professional and/or academic recommendations for an automated request.
5. Submit a resume.
6. Submit a 750 -1000 word personal statement, indicating interest in the program, professional preparation, academic experience, job-related history and career goals.
7. Participate in an interview with the MBA Program Coordinator.

Master of Education (MEd) in Curriculum and Instruction (for students seeking initial teacher licensure) Application Packet Requirements
1. Submit a completed application
2. Submit evidence of completion of a bachelor's degree from a regionally accredited college/university prior to enrolling.
3. Submit official transcripts from all colleges/universities attended.
    a. A minimum cumulative grade point average of 3.0 on a 4.0 scale is required. Students who do not meet this requirement may be conditionally accepted.
4. Submit the names and email addresses of two professional and/or academic recommenders for an automated request.
5. Receive a passing score on research-based writing sample in current APA format (topic provided).
6. Interview with School of Education Graduate Admissions Committee
7. An applicant who lacks one or more of the admission criteria will be reviewed by the MEd Admissions Committee on an individual basis, and may be considered for admission with conditional status.

Master of Education (MEd) in Instructional Leadership (for licensed teachers) Application Packet Requirements*
1. Submit a completed application.
2. Submit a professional portfolio (criteria described in application)
3. Submit official transcripts from all colleges/universities attended.
    a. A minimum cumulative grade point average of 3.0 on a 4.0 scale is required. Students who do not meet this requirement may be conditionally accepted.
4. Submit a 750-1000 word personal statement of career goals and how the program would assist the candidate in reaching stated goals.
5. Copy of current state license.

Pending approval by the TN BOE

Master of Science in Nursing (MSN) Application Packet Requirements
1. Submit a completed application
2. Submit evidence of graduation from an accredited baccalaureate nursing program with a minimum cumulative grade point average (GPA) of 3.0 on a 4.0 scale prior to enrolling.
3. Submit evidence of satisfactory completion of the following undergraduate courses: Statistics, Nursing Research, and Health Assessment (as separate courses or integrated concept) with a course grade of C or better. Pathophysiology is highly recommended for the family nurse practitioner, pediatric nurse practitioner, and nurse educator concentrations.
4. Submit official transcripts from all prior colleges/universities.
5. Submit a copy of current unencumbered license as a Registered Nurse from the Tennessee Board of Nursing or a compact Multi-State license. Applicant should not be on probation and must report any past or current disciplinary action taken by a State Board.

6. Submit a current American Heart Association CPR or BLS certification (Adult, child and infant).
7. Submit a research-based writing sample in current APA format (topic provided).
8. Complete an interview with the MSN Admissions Committee, if applicable.
9. Submit a current curriculum vitae demonstrating professional endeavors and accomplishments, education, career, experience, professional memberships, community service/volunteer/military experience. FNP and PNP applicants must demonstrate a minimum of one (1) year of professional work experience as a practicing Registered Nurse.

All students should be computer literate with ability to send and download attachments, conduct database searches, and possess competence in word processing, spreadsheets, presentation software with voice-over and/or screencasting ability.

An applicant who lacks one or more of the admission criteria will be reviewed by the MSN Admissions Committee on an individual basis, and may be considered for admission with conditional status.

The selection process for those applying to the family nurse practitioner (FNP), the pediatric nurse practitioner (PNP), and the nurse educator concentrations is a two-step process. The MSN Admissions committee will select the eligible applicants from file review of applications. Selected eligible applicants will be invited for a face-to-face interview with the Committee and will complete an impromptu writing sample at the time of the interview. Final selection of family nurse practitioner, pediatric nurse practitioner, and nurse educator applicants is based on competitiveness of the application file and quality of the face-to-face interview and writing sample.

Doctor of Nursing Practice (DNP) Application Packet Requirements
1. Submit a completed application.
2. Submit a $125 non-refundable application fee.
3. Submit official transcripts of all academic work.
   a. A baccalaureate and master's degree in nursing with a GPA of 3.25 or higher from a Master's degree program accredited by the Accreditation Commission for Nursing Education (ACNE) or the Commission on Collegiate Nursing Education (CCNE) is required.
4. Submit a 300 word essay describing the reason for seeking a DNP completed in current APA format.
5. Submit a narrative description of past and current clinical practice.
6. Submit a 500-750 word proposal identifying an evidence-based practice problem—this may be a practice improvement issue, a clinical management problem, or an area of clinical research that the applicant will address while in the program. The essay must identify key resources necessary to complete the project and completed in current APA format.
7. Submit a current curriculum vitae demonstrating professional endeavors and accomplishments, education, career, experience, professional memberships, community service/volunteer/military experience and professional scholarly accomplishments.
8. Submit a copy of current unencumbered license as a Registered Nurse from the Tennessee Board of Nursing or a compact Multi-State license. Applicant should not be on probation and must report any past or current disciplinary action taken by a State Board.

9. Submit a current American Heart Association CPR or BLS certification (Adult, child and infant).
10. Submit a copy of advanced practice nursing license and specialty certification, if applicable.
11. Submit verification of Post-Baccalaureate Clinical and Practice Hours Document completed by the candidate's graduate nurse program.
12. Admission exam is not required, but GRE scores may be submitted
13. Provide the names and email addresses of three recommenders. At least one should be from a former dean or academic faculty and one from a current or former supervisor.
14. Participate in a face-to-face or electronic interview with nursing faculty, which will include an impromptu writing sample.
15. It is highly recommended, but not required, to provide evidence of the successful completion of a graduate level statistics course within 5 years prior to program matriculation.

All students should be computer literate, with the ability to send and download attachments, conduct database searches, and possess competence in word processing, spreadsheets, and presentation software with voiceover and/or screencasting ability.