

**APPLICATION CHECKLIST**  
CAROLINAS MEDICAL CENTER NURSE ANESTHESIA PROGRAM/UNCC  
BSN to DNP Degree

The following checklist is provided for your assistance in keeping a record of your application process. Be sure you read this information carefully.

There are **two application processes**:

1. Carolinas Medical Center Nurse Anesthesia Program
2. UNC Charlotte Application for Admission, Graduate School

Complete both applications as follows:

1. **Clinical Program Application - Carolinas Medical Center Nurse Anesthesia Program/UNCC**
  - ✓ Application form – download the fillable form, complete all requested information within the form, print, sign and send to program (address listed below).
  - ✓ Send a \$60 non-refundable administrative processing fee made out to CMC Nurse Anesthesia Program
  - ✓ A copy of your current nursing license, ACLS, BCLS and PALS certification
  - ✓ Email a completed GPA calculation form (see Nurse Anesthesia Program website for form also attached to application)

**Mail the Clinical Program Application to:**

\*\*\*\*\*EMC Nurse Anesthesia Program  
"Attn: Student Affairs  
""4332"Y cvgt"Tk i g"Rctny c{  
\*\*\*\*\*Charlotte, NC 28239

2. **University Application - UNC Charlotte**

**First review the instructions at [UNCC Apply Now Portal](#).**

You will need to set up an account on the UNC Charlotte site to begin the process.

Assemble the following material as directed in the instructions. Then click on the above link to apply to UNC Charlotte. All items must be uploaded into the Apply Now Portal. Do not mail anything to the Graduate School.

You will need to complete several parts:

- Application for Doctorate of Nursing Practice, Nurse Anesthesia concentration.
- Non-refundable administrative application fee paid by credit card
- Upload transcripts of any course taken since high school.
- Request GRE scores from ETS (<http://www.ets.org/>) – UNC Charlotte School code is 5105.
- Email addresses for individuals providing three references. - (at least two of these must be from RNs preferably your current manager)
- Statement of purpose - Be specific - Why do you want to be a nurse anesthetist? Limit to one page.

UNC Charlotte will provide access to the University application, there is no need to duplicate this information. It is **the applicant's** responsibility to follow the progress of your application. Applications **will not be processed** until they are complete. Determination of eligibility for interview will not be made until the entire pool of applications have been reviewed.

**Contact information for CMC Nurse Anesthesia Program:**

4332"Y cvgt"Tk i g"Rctny c{

Charlotte, NC 28239

Email: [Yvonne.mobley@atriumhealth.org](mailto:Yvonne.mobley@atriumhealth.org)

Phone: 704 355-2375