There is a two-step process to apply for the program. You must apply to the School of Nursing RN to BSN program and you must apply to the university. Keep copies of all your documents.

<table>
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<tr>
<th>Activity</th>
<th>Date Completed</th>
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<tr>
<td>1. Attend RN to BSN Group Advising in Folsom Hall (refer to RN to BSN Website for advising dates) <a href="http://www.hhs.csus.edu/nrs">www.hhs.csus.edu/nrs</a></td>
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| 2. Obtain 2 sealed copies of all official college transcripts
  - Turn in one set of sealed copies with your RN to BSN application,
  - Submit another set once you complete your CSU Mentor Application |                |
| 3. Complete Supplemental RN to BSN Application
  *Please include photocopy of RN License* |                |
| 4. Pay RN to BSN Non-Refundable Evaluation Fee on line
  [http://commerce.cashnet.com/csusacevent](http://commerce.cashnet.com/csusacevent) |                |
| 5. Make a General Education assessment and evaluation appointment with the Admissions Office located at Lassen Hall 1102 or by contacting the receptionist at 916-278-2530. Please bring your unofficial transcripts with you to the appointment. Obtain your GE assessment during this appointment. |                |
| 6. Submit completed application packet which contains:
  - 1 set of sealed official transcripts;
  - completed RN to BSN Application;
  - completed application checklist (this form)
  - general education evaluation |                |
  Mail address: 6000 J Street, Sacramento, CA 95819-6096
  Drop address: 7667 Folsom Blvd, Room 1002, Sacramento, CA 95826 |                |
| 7. YOU MUST ALSO APPLY TO THE UNIVERSITY through CSU Mentor at csumentor.edu once admitted to the program.
  AUGUST 1 TO 31- FOR THE FOLLOWING SPRING
  OCTOBER 15 TO NOV 30- FOR THE FOLLOWING FALL |                |
  *Please notify our RN to BSN Coordinator at RNtoBSN@csus.edu regarding any changes in your plans to start the RN to BSN program or if there has been a change to your email address.* |                |