



SCHOOL OF NURSING

**Bachelor of Science in Nursing  
Supplemental Nursing Application –  
Optional Criteria**

The following Optional Criteria are **not** required for admission to the clinical nursing program—they are an opportunity to raise your total admission points.

- There are six categories:
  1. Health Related Work Experience (1-3 points)
  2. Bilingual Language Proficiency (3 points)
  3. First Generation College Student (4 points)
  4. Environmental Background (4 points)
  5. No Courses Omitted from Adjusted Nursing GPA (2 points)
  6. No Repeated Courses Included in Prerequisite/Corequisite Course GPA (2 points)

*NOTE: Economic Background, Optional Criteria points are no longer offered. The Economic Background criteria was tied to a U.S. Department of Health and Human Services, Scholarships for Disadvantaged Students (SDS) Grant which is no longer funded.*

- Points are awarded based on the review of documentation submitted with your supplemental nursing application—**points are not guaranteed!**
- You will have an opportunity to select the categories you would like to be considered for when you submit your online supplemental nursing application.
- Due to impaction, deadlines are strictly enforced. **Candidates are not permitted to apply for Optional Criteria after the application deadline—documentation received after the document deadlines outlined below will not be considered.**
- Reapplying? If you submitted a supplemental nursing application Spring 2018 or later your documents are still on file! **If you applied before Spring 2018—since we have moved to online platform, you will need to resubmit all optional criteria documentation per instructions below.**

**1. Health Related Work Experience (1-3 Points)**

- Candidates may receive a maximum of 3 points for documentation of paid or volunteer work in an acute, long-term, clinical, or community setting involving direct human-client/patient interaction.
- We will only be accepting remote or virtual volunteer/work hours from Spring 2020 – Spring 2022
- Minimum 50 hours
- 50 to 74 hours – 1 point
- 75 to 99 hours – 2 points
- 100 or more hours – 3 points maximum
- Hours may be combined from multiple locations.
- Agency documentation must include your **name**, brief **description of duties**, **total hours completed**, and agency representative **signature**.
- Do **not** submit any documentation to the School of Nursing.
- We do not accept paystubs as proof of hours and duties.

Documentation Required	Completion Deadline	Documentation Deadline	Submit To
<ul style="list-style-type: none"> <li>▪ Health Related Work Experience Form <b>OR</b></li> <li>▪ Agency documentation, <b>OR</b></li> <li>▪ Copy of LVN, CNA, EMT license</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 1</li> <li>▪ Spring - October 1</li> <li>▪ <b>Work experience hours may not be in progress</b></li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 1</li> <li>▪ Spring - October 1</li> </ul>	<ul style="list-style-type: none"> <li>▪ Upload <a href="#">here</a> when you submit your supplemental nursing application</li> </ul>

## 2. Bilingual Language Proficiency (3 Points)

- Points are awarded for oral proficiency in one of the approved languages below (including American Sign Language).
- Oral proficiency examination or foreign transcript required.
- **Oral proficiency examination must be completed by March 1 for Fall, October 1 for Spring.**
- If your last approved form is over 5 years from the date of submitting your nursing application, you will need to complete the proficiency test again and follow the same steps.
- Questions regarding scheduling an assessment? See instructions included in Nursing Proficiency Testing form below.
- **Approved Languages:** Spanish, Chinese, Southeast Asian languages, Russian and other Slavic languages, Farsi, Arabic, Tagalog, Hindi and Punjabi and other Indic languages.
- These languages were chosen based on the needs of our regional, clinical agencies and census data.
- We regret points are not awarded for French, German, or other languages where a “need” has not been identified.
- American Sign Language – Completion of a 4th-semester, college-level ASL course required (*Sac State DEAF 154 or equivalent, may not be in progress*); or 3 years of high school course work.

Method	Documentation Required	Completion Deadline	Documentation Deadline	Submit To
<b>Oral Proficiency</b>	<ul style="list-style-type: none"> <li>▪ Nursing Proficiency Testing form</li> <li>▪ Form available on nursing website.</li> <li>▪ Questions? Review instructions included with Nursing Proficiency Testing form</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 1</li> <li>▪ Spring - October 1</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 1</li> <li>▪ Spring - October 1</li> </ul>	<ul style="list-style-type: none"> <li>▪ Upload <a href="#">here</a> when you submit your supplemental nursing application (Please note: we no longer require you to submit your form to the WLL department.)</li> </ul>
<b>Foreign Transcript</b>	<ul style="list-style-type: none"> <li>▪ Transcript</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 1</li> <li>▪ Spring - October 1</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 15</li> <li>▪ Spring - October 15</li> <li>▪ New University Applicants – follow University <a href="#">transcript</a> deadlines</li> </ul>	<ul style="list-style-type: none"> <li>▪ College transcript – <a href="#">University</a></li> <li>▪ Secondary transcript or other documentation – <a href="#">University</a></li> <li>▪ <i>If your transcript is already on file with the University—no need to submit again!</i></li> </ul>
<b>American Sign Language</b>	<ul style="list-style-type: none"> <li>▪ Transcript</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 1</li> <li>▪ Spring - October 1</li> <li>▪ Course work may <b>not</b> be in progress</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 15</li> <li>▪ Spring - October 15</li> </ul>	<ul style="list-style-type: none"> <li>▪ University</li> <li>▪ <i>If your transcript is already on file with the University—no need to submit again!</i></li> </ul>

### 3. First Generation College Student (4 Points)

- Neither parent/guardian has an associate or higher degree awarded by a U.S. or foreign college at the time of application.

Documentation Required	Completion Deadline
<ul style="list-style-type: none"> <li>▪ Attestation included in online application</li> <li>▪ No additional documentation required</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 1</li> <li>▪ Spring - October 1</li> </ul>

### 4. Environmental Background (4 Points)

- These points are awarded based on an Executive Order by the CSU Chancellor's office to provide a local student advantage.
- Local student is defined by the university; not the School of nursing.  
[Local High School Counties](#)  
[Local Community Colleges](#)
- These points are awarded to students who attended a local high school or who have earned the majority of their transfer credits locally (local community college).
- If you are requesting these points, please indicate if requesting:
  - a. Based on your high school (must submit high school transcript as evidence) or
  - b. Based on transfer credits.
- Partial points will be awarded for those who completed the majority of their prerequisites at Sac State ( No documentation required)
- Second Bachelor Students – Can only earn these points if they went to a local High School defined by the University or if their first Bachelors was from Sac State, then they will receive partial points.

Documentation Required	Documentation Deadline	Submit To
<ul style="list-style-type: none"> <li>▪ High School Transcript, <b>OR</b></li> <li>▪ Transcripts from all colleges attended</li> </ul>	<ul style="list-style-type: none"> <li>▪ Fall - March 1</li> <li>▪ Spring - October 1</li> </ul>	<ul style="list-style-type: none"> <li>▪ Transcript – University</li> <li>▪ <i>Continuing Students – If you submitted your high school transcript when you applied to the University—no need to submit again!</i></li> </ul>

### 5. No Courses Omitted from Adjusted Nursing GPA (2 Points)

- Candidates may earn 2 points if no courses are omitted from their “Adjusted” Nursing GPA.
- Must have more than 8 grades to calculate in “Adjusted” Nursing GPA to earn 2 points.

Documentation Required	Completion Deadline
<ul style="list-style-type: none"> <li>▪ None</li> </ul>	<ul style="list-style-type: none"> <li>▪ n/a</li> </ul>

### 6. No Repeated Courses Included in Nursing Prerequisite/Corequisite Course GPA (2 Points)

- Candidates may earn 2 points if the courses included on their supplemental nursing application are all first attempts.
- The seven-year rule does not apply – courses over 7 years old are considered.

Documentation Required	Completion Deadline
<ul style="list-style-type: none"> <li>▪ None</li> </ul>	<ul style="list-style-type: none"> <li>▪ n/a</li> </ul>