Helpful Hints to Complete the Doctor of Nursing Practice Application

- The application can be accessed at https://www.ttuhsc.edu/merlin/ under Merlin Information
  - There are two applications to choose from:
    - Advanced Practice Nursing
    - Executive Leadership
- The deadline for all application materials is January 15, 2011. You must press “submit” to have your application processed through MERLIN
- Under Forms:
  - Please enter current RN license information
  - You must respond to every question provided in the Essay portion of the application. Please note that this is a personal statement and an opportunity to introduce and promote yourself to the DNP committee members that will be reviewing your application. Pay close attention to your grammar, punctuation and writing skills.
  - You must complete all applicable sections in the Curriculum Vitae section of the application. You may leave a box blank if you do not have information to provide.
  - You must print three letters of reference forms and provide them to each person you have chosen as a reference. The references that you are using may also provide written letters of support in addition to the forms. It is recommended that the reference complete the form, seal it in an envelope and return to the applicant. Once all the three letters of reference forms are received, the applicant may mail them to the Office of the Registrar.
- The application status review will keep you updated on your application materials so that you know what has or has not been received by the Office of the Registrar.
- The application fee of $40 may be paid by credit card or money order
- Applicants that are selected for an interview will be contacted by the DNP Project Coordinator and receive a notification through MERLIN
- Only BSN and MSN transcripts must be submitted. If you are a graduate from TTUHSC SON, please contact Lauren Sullivan-Dawson at (806) 743-2748 or lauren.sullivan@ttuhsc.edu
***If you are re-applying to the DNP program, please contact Lauren Sullivan-Dawson at (806) 743-2748 or lauren.sullivan@ttuhsc.edu before beginning the application process***