



From the College of Health Professions
Office of Student Affairs and Retention (STAR)

Dear Prospective Student:

Thank you for your interest in baccalaureate nursing education in the Coppin State University (CSU), College of Health Professions (CHP), Helene Fuld School of Nursing. Enclosed is information concerning the application process and special instructions. Please adhere to these instructions to help ensure an expeditious review and admission both to CSU, the CHP and the HFSON.

INSTRUCTIONS

1. Complete the enclosed Coppin State University Undergraduate Admission Application Form. Please note that applicants must request that official transcripts be sent from all schools you have previously attended. **One copy should be sent to the Office of Admissions and one copy to the CHP Office of Student Affairs and Retention (STAR).**
2. The SAT is waived for applicants who have had a five-year break in their education. However, university placement examinations will have to be taken for those students and Transfer Students also unless otherwise exempt. (Refer to the placement and retention excerpts from the current Coppin State University Catalog online at www.coppin.edu)
3. Mail the completed Coppin State University Undergraduate Admission Application, have official copies of transcripts from all schools previously attended sent to:

COPPIN STATE UNIVERSITY
OFFICE OF ADMISSIONS
2500 WEST NORTH AVENUE
BALTIMORE, MD 21216-3698
(410) 951-3600

When the University receives and reviews applicants' information, applicants will be notified regarding their admission status at Coppin. Applicants must be accepted to Coppin State University and fulfill any requirements set forth by the Office of Admissions before their application will be considered by the College of Health Professions and the Helene Fuld School of Nursing.

4. When nearing completion of all pre-requisite coursework, either at CSU or by transfer, applicants should mail or present a completed Helene Fuld School of Nursing Application Form, have three (3) Nursing Recommendations forms sent, and also have official copies of academic transcripts from all schools previously attended sent as soon as possible to:

COPPIN STATE UNIVERSITY
COLLEGE OF HEALTH PROFESSIONS
STUDENT AFFAIRS AND RETENTION (STAR)
2500 WEST NORTH AVENUE
BALTIMORE, MD 21216-3698

5. Applicants who have been accepted to the University, met all the requirements thereof, and have a cumulative Grade Point Average (GPA) of at least 2.5 for the Traditional BSN and 2.8 for the Accelerated Second Degree BSN and RN to BSN programs as stipulated by Coppin State University Office of Admissions, must also arrange to take the Entrance Examination. Please contact the STAR Office for further instructions on taking the entrance examination.

6. Please note that an applicant may not officially declare Nursing as a major nor until accepted by the School of Nursing. Acceptance to Coppin State University does not mean automatic acceptance into the Nursing Program. Students must meet the requirements of and be accepted by the School of Nursing to declare Nursing as a major.

7. Information on financial assistance is available through the Financial Aid Office. If you are considering requesting financial aid, you should schedule an appointment with a Financial Aid Counselor in the Financial Aid Office by calling (410) 951-3636. In this way, applicants are able to obtain the required forms and to explore the various financial aid options available. DO NOT WAIT! Applicants will want applications processed well before any deadlines arrive! Also, keep in mind that once a student is accepted into the Nursing Program, other financial aid options may become available.

8. Due to the overwhelming number of applications received each year, following up on your application is in your best interest. Do not be afraid to call to speak to the STAR office, by calling, email or walk in. We are here to serve you!

The Office of Admissions and the School of Nursing applaud your academic pursuit. We hope you will let us know of any feedback related to completing forms or meeting application requirements. If you have any questions or concerns about completing the enclosed forms or the admissions process, we can be reached in the [CHP Office of Student Affairs and Retention \(STAR\)](#) at (410) 951-3970 or by email at healthprofessions@coppin.edu.