



UNIVERSITY OF DELAWARE
HEALTH SCIENCES

2024-2025

GRADUATE
STUDENT HANDBOOK

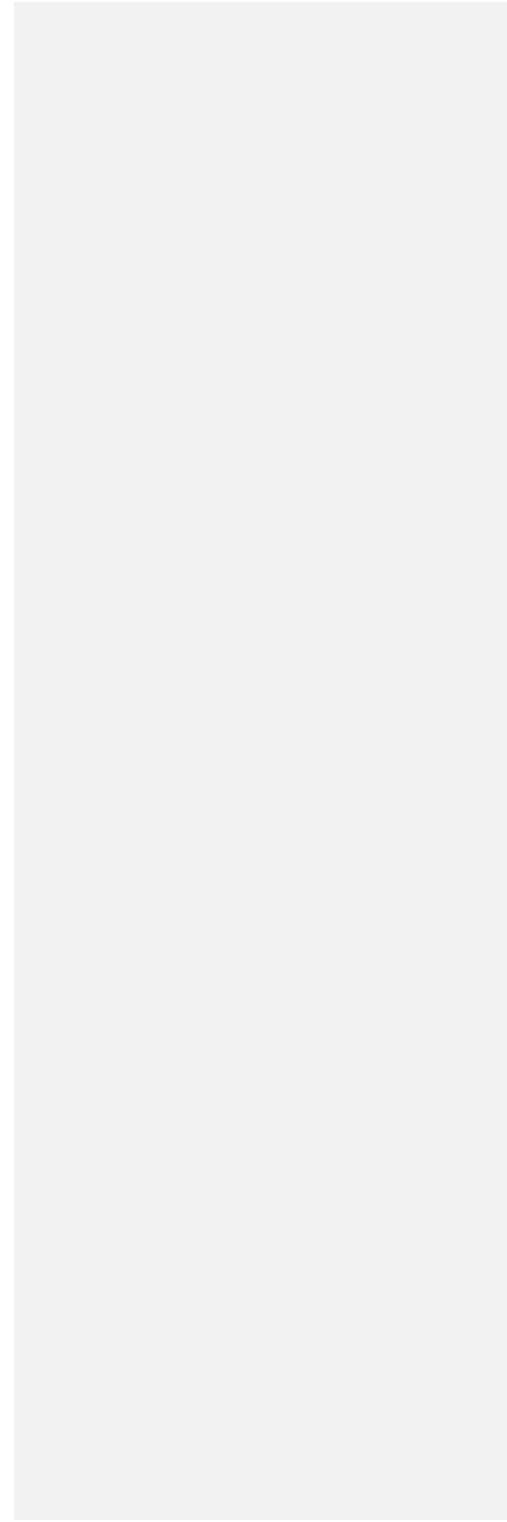


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School of Nursing Overview

Non-Discrimination Policy, (effective August 14, 2020) can be found at:
<https://sites.udel.edu/oei/non-discrimination-policy/>:

The University of Delaware does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, marital status, veteran status, gender identity or expression, or sexual orientation, or any other characteristic protected by applicable law in its employment, educational programs and activities, admissions policies, and scholarship and loan programs as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, as amended, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies. The University of Delaware further prohibits sex discrimination, sexual assault, sexual harassment, dating violence, domestic violence, stalking and discrimination and harassment on the basis of the protected classes above by anyone on property owned, leased or controlled by the University. The University also prohibits such conduct committed by students, faculty, staff, volunteers, or vendors off University property, if:

- A. The conduct was in connection with a University or University-recognized program or activity;
- B. The conduct is alleged to have created a hostile environment for a member of the University community on property owned, leased or controlled by the University or in connection with a University or University-recognized program or activity;
- C. The Respondent's conduct disrupts the normal functions and processes of the University or a University-recognized program or activity and is egregiously offensive to the University's mission; or
- D. The Respondent's continued presence on campus or involvement in a University or University-recognized program or activity poses a serious threat to persons or property, regardless of where the conduct occurred.

Inquiries and complaints about discrimination and/or harassment may be brought to the Title IX Coordinator of the University's Office of Equity and Inclusion ("OEI").

OEI ensures compliance, with respect to the implementation of the procedures in this Policy, in response to complaints of discrimination and/or harassment. Any question of interpretation regarding this Policy shall be referred to the Title IX Coordinator.

The University will respond to complaints or reports about conduct prohibited by this Policy with measures designed to stop or eliminate the behavior, prevent the recurrence of the prohibited conduct and remediate any adverse effects of such conduct on campus or in University or University-recognized programs or activities. This Policy applies to all persons who are employed by, attending, or affiliated with the University; participating in, or attempting to participate in any University program or activity, including but not limited to administrators, faculty, staff, students, trustees, vendors, volunteers, and guests; and/or visiting the University campus or any property owned, leased or controlled by the University. Nothing in this Policy is intended to curtail the rights provided to employees under applicable collective bargaining agreements. To the extent there is a conflict, the terms of the applicable collective bargaining agreement control.

School of Nursing – Mission, Vision, and Values

Mission

Advance healthcare through education, scholarship, practice, and service by promoting excellence, creativity, inclusivity, and engagement

Vision

Outstanding leadership in nursing education, scholarly inquiry, and healthcare innovation to improve regional, national, and global health and healthcare delivery.

Values

Excellence: Guided by our commitment to excellence, we exhibit and caring and strive for outcomes that make a positive impact on the health of individuals, families, and communities.

Inclusivity: Guided by our commitment to social justice and respect, we strive to engage in research, learner-centered education, and nursing practice that supports diversity.

Engagement: Guided by our commitment to engagement and collaboration, our work is interdisciplinary and supports local communities, and regional, national and global partners.

Graduate Program Policies

Graduate Program Options

MSN

- Psychiatric Mental Health Nurse Practitioner (PMHNP)
- Family Individual Across the Lifespan Nurse Practitioner (FNP)
- Adult Gerontology Nurse Practitioner (AGNP)
- Adult Gerontology Acute Care Nurse Practitioner (AGCNP)
- Pediatric Primary Care Nurse Practitioner (PNP)
- Nursing Education

Certificate

- Nursing Education

Post-Master's Certificate

- Psychiatric Mental Health Nurse Practitioner (PMHNP)
- Family Individual Across the Lifespan Nurse Practitioner (FNP)
- Adult Gerontology Nurse Practitioner (AGNP)
- Adult Gerontology Acute Care Nurse Practitioner (AGCNP)
- Pediatric Primary Care Nurse Practitioner (PNP)

DNP – Doctor of Nursing Practice

- Post-Baccalaureate
- Post-Master's

PhD – Doctor of Philosophy in Nursing Science

- Post-Baccalaureate
- Post-Master's

The Master's degree program in nursing, Doctor of Nursing Practice program and post graduate APRN certificate program at the University of Delaware are accredited by the Commission on Collegiate Nursing Education (<http://www.ccnaccreditation.org>).

Full-Time and Part-Time Status

Students enrolled in at least nine (9) graduate (500 level or above) credit hours or in sustaining credit are considered full-time students. Those enrolled for fewer than nine (9) graduate credit hours are considered part-time students, although students holding assistantships are considered full-time with six (6) course credits. Generally, a maximum load is 12 graduate credit hours. Additional credit hours may be taken with the approval of the student's adviser and the Graduate College. A maximum course load in either summer or winter session is seven (7) credit hours.

Financial Support

Financial support in the form of traineeships, grants, awards, or teaching assistantships is usually limited to full-time graduate nursing students. Requirements are subject to change. Information regarding scholarships can be found [here](#).

Transfer of Credit Procedure

Students can transfer up to 9 credits with approval into the graduate program. Students who wish to transfer credits earned at another institution are referred to the Graduate College's policy at <https://grad.udel.edu/policies/>. Transfer of credit form is available at <https://www.udel.edu/content/dam/udelImages/grad-college/graduate-college-pdfs/RequestforTransferGraduateCredit.pdf>.

Advisement and Course Registration

Advisement

Each student receives personalized advisement about graduate education at the University of Delaware. An academic advisor is assigned at the time of admission. The student may change his/her academic advisor and is responsible for notifying their respective program of the change. One of the key responsibilities of the academic advisor is to develop a program of study for the student.

Plan of Study

All students need to make sure they have an up-to-date academic plan of study on file in Project Concert, which allows for electronic tracking as students' progress through the program. A plan may be developed at the time of the student's initial interview and should be updated at the time of admission, annually or anytime a change is made with the student's assigned academic advisor. Some courses have co- or prerequisites that must be considered in the plan sequence. It is the student's responsibility to notify his/her academic advisor of any proposed changes to his/her program of study before they are implemented. The plan of study helps the School of Nursing faculty plan when courses are offered and helps students anticipate their needs in arranging work schedules, and family needs.

Course Registration

Matriculated students can register online using UDSIS, the University's online interactive student information system. Students are required to register during the pre-registration period for required core and clinical facilities to assure placement. If faculty permission is needed to register for a course, contact the Academic Coordinator of Graduate and Undergraduate Programs by phone (302) 831-8386 or e-mail: . After permission is granted, students wanting to register for online courses complete the registration through the UD Online Office of Professional and Continuing Studies. This website has useful information about registration forms and other necessary information. Students are required to register during pre-registration for required core and clinical practicum courses to assure placement.

Non-matriculated students will need to contact the Office of Professional and Continuing Studies to register for all course registration.

Progression in the Program – MSN, PMC, DNP, and PhD Students

Successful progress toward candidacy for the Master’s degree (MSN), Certificate, Post-Master’s Certificate (PMC), Doctor of Nursing Practice (DNP), and Doctor of Philosophy in Nursing Science (PhD) is determined by the student’s performance in the courses for which he/she/they is/are registered. Graduate students in nursing are subject to the standards for academic status set forth in the University of Delaware Graduate Catalog. To be eligible for an advanced degree, a student’s cumulative grade point average must be at least 3.0 with no course grade below a B-.

If a student:

- 1) receives a grade below a B- in a graduate nursing course, it will not be counted toward the course requirements for a degree but is calculated in the student’s cumulative grade point average. A graduate student who receives a grade less than a B- in a required nursing course must repeat the course (both didactic and clinical components, if applicable). Only two courses may be repeated, and each course may be repeated only one time. Students who have received less than a B- in two courses demonstrate failure in academic progression, and it will be recommended to the Graduate College that the student be dismissed from the program. Students may not progress if they earned less than a B- in the prerequisite course/s. If a student fails to obtain a B- or better after repeating a course, it will be recommended to the Graduate College that the student be dismissed from the program.
- 2) receives a C- or below in a nursing course with a direct hour’s practicum, he/she/they will not be permitted to repeat the course, and it will be recommended to the Graduate College that the student be dismissed from the program.

Monitoring of Progress

Each student is evaluated according to the requirements established by the course instructor or instructors. Didactic courses generally include a combination of the following evaluation measures: written examinations, class presentations, papers, and self and/or group evaluations. A practicum within a course may be evaluated by clinical observations, supervision, logs, clinical papers, clinical projects, performance testing, self-evaluation, and preceptor/faculty evaluation.

- Each student’s record is reviewed each semester by the student’s advisor. If academic difficulties arise, the faculty advisor/faculty project mentor will refer this to the SON Director of Graduate Programs.

Reporting a Concern

Sometimes students have concerns about courses, faculty, students, school policies or other issues that cannot be addressed through the [University Grievance Policy](#). As professionals, you will be required to follow the **appropriate chain of command** to handle patient, peer, supervisor and system issues. Use the following chain of command for handling any questions or issues within the SON.

- **Course issue:** 1) course faculty; 2) faculty project mentor/academic advisor; 3) Director of Graduate Programs 4) Associate Dean of Academic Affairs and Practice Initiatives
- **Student issue:** 1) faculty advisor or academic advisor; 2) Director of Graduate Programs; 3) Associate Dean of Student and Faculty Affairs

- Other non-course issues: 1) faculty project mentor or academic advisor; 2) Director of Graduate Programs; 3) Associate Dean of Student and Faculty Affairs

It is recommended that students put their concerns in writing via e-mail and/or request an appointment to meet with the appropriate person/s. Students should describe their concern in detail and what they have done to resolve the concern.

Student Appeal Procedure

The Graduate Program Director is responsible for reviewing appeals from students who have experienced academic difficulty because of documented extenuating circumstances including serious illnesses, chronic disability, serious family problems and similar situations. Following a review of documentation provided by the student, the Director of the Graduate Program is responsible for making recommendations regarding student appeals to the University of Delaware Graduate College for the following curricular policies:

- Continuing in the Graduate nursing program with an overall GPA < 3.0
- Dismissal from the program following two grades below a B-
- Earning a C- or below in a nursing course with a direct hour's practicum.

Students requesting an appeal must do the following:

- a. Complete an appeal form. See Appendix A
- b. Submit the completed appeal form to the School of Nursing Academic Advisor. The Graduate Program Director insists on thorough documentation of the student's extenuating circumstances. Such documentation may be a letter from a U.S. based professional (e.g. physician, counselor, etc.) who is in the position to verify the situation. SAC disregards "character references". If your request is based on a disability, you must submit documentation of the disability from the Office of Disabilities Support Services. See <https://sites.udel.edu/dss/>. You should be aware that Graduate Program Director routinely checks the authenticity of documentation. If SAC finds evidence that you have submitted falsified or forged documents, judicial charges will be brought against you in accordance with the University's Code of Conduct and, if you are found guilty, you will face penalties up to and including expulsion.
- c. Included with your appeal, provide supportive evidence of extenuating circumstances.

Note: Grade grievances are to be addressed as stated in the University grade grievance policy. To submit a grade grievance, see below.

Student Grade Grievance Procedure

The University of Delaware Grievance Procedures can be found at <https://www.udel.edu/students/community-standards/student-guide/> (Any newer revision of this policy supersedes the policy as listed below.).

Change of Program Concentration

Students in good standing may request a change in concentration/option by discussing their interest to change with their academic advisor. Once change request approved by the academic advisor, the academic advisor should contact Marian Lucas (mlucas@udel.edu) for submission of request to the graduate college. The decision to grant a request for a change in program concentration is made based on space available in the program per the faculty coordinating the program. Once permission is granted, the appropriate form must be signed and put into the student's record, and into Project Concert.

Maintaining Student Status

Continuous Registration

Failure to comply with the requirement of maintaining continuous registration in courses, in sustaining status, or with approved leave of absence will be taken as evidence that the student has terminated his/her graduate program, and the admitted status to the graduate program will be terminated. The date of termination will be recorded on the student's transcript.

Leave of Absence

Students who do not register for courses at the University in Fall or Spring semester must request a leave of absence for that semester. Matriculated students who seek a leave of absence from the program must write a letter to their advisor requesting a leave of absence and complete a leave of absence form (Appendix A), and both should be forwarded to the Director of the Graduate Programs. The school will forward the request to the Graduate College.

The length of time needed for the leave should be indicated but can be of a maximum of one academic year (except for parental accommodation), per Graduate College policy (<https://www.udel.edu/academics/colleges/grad/current-students/academic-support/policies/>). Upon approval by the Graduate College, the student's academic transcript will note the approved leave in the appropriate semesters. The period of absence will not affect the limitation of time for completion of the degree requirements as stated in the student's official letter of admission.

Resignation from the University

A graduate student wishing to resign from the University (i.e., terminate his/her association with the University and a specific degree program) may do so by submitting a letter to the Graduate College and the Director of Graduate Programs, indicating the reasons for the resignation (<https://www.udel.edu/academics/colleges/grad/current-students/academic-support/policies/>). The Graduate College will cancel the student's matriculation and indicate the effective date of the resignation on the student's transcript.

Student Resources & Information

Student I.D. Cards

All students must carry a valid UD#1 CARD (identification card). New and replacement cards can be obtained at the Student Services Building on 30 Lovett Avenue, weekdays from 8:30-5:00, phone (302) 831-2759. Lost/stolen cards should be reported immediately, 24 hours a day, by dialing (302) UD#1 CARD (831-2273). For more information, visit <https://sites.udel.edu/freas-aux/onecard/>

Parking Permits

Commuting graduate students may purchase a parking permit for daily, academic or annual use. To access an online application and the policy for a parking permit, go to <https://sites.udel.edu/parking/>

Students may also park and pay an hourly rate in one of the University parking garages meters or city of Newark meters.

Grade Reporting

At the end of each term, grade reports are available through UDSIS personal access on the website at: www.udel.edu/udsis.

Computing Technical Support

The UD provides technical support to students and has extended hours for a period before and after semesters call (302-831-6000) or <http://www.udel.edu/help/>.

Accessing the Library

University of Delaware users who access the Internet by first connecting to an Internet Service Provider (ISP) other than the University can gain access to materials which are restricted, by license, to University students and staff. If you use an ISP to reach the University's network, you will need to provide your UD user ID and password to access restricted UD Library databases, the UDeploy software site, and some other resources on our campus network.

Website: <http://www.lib.udel.edu/>
[Sarah Katz, librarian, serves graduate Nursing students \(https://guides.lib.udel.edu/prf.php?account_id=10844\)](https://guides.lib.udel.edu/prf.php?account_id=10844).

Course Delivery Formats

Most courses in the Master's, Doctor of Nursing Practice, and Doctor of Philosophy in Nursing Science programs are offered in a hybrid (web + classroom) delivery format. All courses have online course materials (instructor information, syllabus, handouts, assignments) that must be accessed through Canvas. <http://www1.udel.edu/canvas/>.

Ordering Books and Supplies

Textbooks and popular reference books are available at the University Bookstore. Visit the University bookstore's website to purchase textbooks online or check store hours at <https://udel.bncollege.com/shop/udel/home>.

Graduate College

The Graduate College (<https://grad.udel.edu/>) is the central location for graduate admissions and enrollment information, all graduate policies and forms, and information on graduation requirements.

UDSIS

The Student Information System (UDSIS) www.udel.edu/udsis. With your student identification number and PIN, you can use UD SIS to access grades, bills, unofficial transcripts, and to change addresses.

Student Health Services

Student Health Services (SHS) is in Laurel Hall, a free-standing ambulatory care center on the main campus south green area at the intersection of South College Avenue and East Park Place. This well-equipped facility provides medical and mental health treatment and office consultation space for a variety of outpatient services, as well as an inpatient unit. [_](#)

Center for Counseling and Student Development

The Center for Counseling and Student Development (CCSD) provides individual and group counseling to thousands of UD students each year. All counseling services are covered by the UD Wellbeing Fee for full-time students. Part-time students also can elect to pay this fee to access the same care.

Student Health Insurance

The University believes student wellness is essential to academic progress and wants to ensure all students have health insurance coverage. Therefore, the University sponsors a Student Health Insurance Plan (UD Plan) that offers benefits for covered medical expenses at a relatively low cost for single students. Coverage is also available for a student's spouse, civil union spouse, and/or dependent children at an additional charge.

The UD Plan covers medical expenses not provided by the required [Student Health Services Fee](#). Depending on the student's status, he/she may either: (1) be required to buy the UD Plan or complete a waiver form (i.e. Mandatory Students); or (2) be able to buy the UD Plan on a voluntary basis (i.e. Voluntary Students and Post-Doctoral Fellows.) Please visit [University Health Plans](#) to determine which category applies to your student status.

Students may visit the UD Plan web portal at [University Health Plans](#) to view a full plan description, plan benefits, exclusions, limitations, and terms of coverage.

Graduate Writing Center

The Graduate Writing Center is available to assist students with the technical aspects of preparing and writing formal expository and scientific papers. Staff members at the center are most willing to assist students who have writing problems to improve their scholarly communications. The phone number is 831-1168 or <https://www.writingcenter.udel.edu/for-graduate-students/graduate-student-writing-center>. You can schedule an appointment for an in-person or on-line tutorial, by completing the on-line form at <https://www.writingcenter.udel.edu/>.

Pre-Graduate Writing Program

Graduate students in the University School of Nursing are held to exceptional standards with an expectation to complete high-quality scholarly writing assignments in a competent manner. All incoming graduate students are encouraged to complete the free online Scientific Writing course offered through Stanford University to facilitate scholarly writing preparation (<https://online.stanford.edu/courses/som-y0010-writing-sciences> ([Links to an external site.](#))). This

writing course consists of 8 self-paced units that will require 2-6 hours per unit to complete. If you desire a course certificate, there is an additional fee for this service, however this is not required. Upon completion of the Stanford Writing course, please upload your Statement of Accomplishment into Project Concert in the Documents tab. You will be introduced to Project Concert during orientation.

Communication through E-mail

All students are assigned a UD e-mail address. Faculty and staff will communicate using the UD e-mail address only (not personal e-mail address). The University has set up a method to easily arrange to forward your university e-mail to your personal e-mail (AOL, Hotmail, Comcast, etc.). Course related emails should occur through the respective course Canvas site.

Communication with Faculty

Faculty members have voice mail and e-mail. Faculty contact information can be accessed from the University of Delaware home page under the directories search link and from the School of Nursing home page at <https://www.udel.edu/academics/colleges/chs/departments/son/faculty/>. Students may leave telephone or email messages for a faculty member. Calls or messages will be returned as soon as possible, but students should not expect responses on weekends and evenings unless arrangements have been made with faculty member. Faculty may require course related emails occur through the respective course Canvas site.

Communication with Students

Students must make sure that their current correct name, home address, e-mail address, and home and work telephone number(s) are on file in the graduate office of the School of Nursing, in UD SIS and in Project Concert so that they can be reached as needed.

Academic Honesty

Academic honesty and integrity lie at the heart of the educational enterprise. Students are expected to do their own work and neither to give nor to receive assistance during quizzes, examinations, or other class exercises. One form of academic dishonesty is plagiarism. Faculty may utilize programs such as Turnitin[®] to evaluate the originality of papers. Students are urged to consult individual faculty members for explanation of procedures for taking tests, writing papers, and completing other course requirements so that students may fully understand their instructor's expectations. Because faculty and students take academic honesty seriously, penalties for violations may be severe, depending upon the offense as viewed by the Graduate College. All suspected cases of plagiarism will be forwarded to Associate Vice Provost for Graduate and Professional Education and Associate Dean of the Graduate College, who will make a decision and determine the sanction. Potential sanctions for cases of proven academic dishonesty could be an automatic failure for the course and/or expulsion from graduate studies at the University.

Graduation Information

The University of Delaware holds one Commencement ceremony (May) but confers degrees four times a year (end of fall and spring semesters, and winter and summer sessions). The College of Health Sciences typically holds a Convocation ceremony prior to the University Commencement ceremony. Commencement ceremonies are subject to change to ensure the safety and welfare of students, staff and faculty.

Application for Graduation

To initiate the process for degree conferral, candidates must submit an “Application for Advanced Degree” obtained from the Graduate College:
http://www1.udel.edu/gradoffice/forms-new/Advanced_Degree.pdf . Application deadlines are found in the University Academic Year Calendar. There is an application fee for degree programs. Students should complete the form and turn the form into the School of Nursing Academic Program Coordinator who will get appropriate signatures and send to the Graduate College. Students can apply to complete their degree requirements for May, August, December, and February. If a student applies for graduation but does not complete the program requirements, the application will automatically convert to the next completion date.

Application for Graduation with a Post Master’s Certificate or Certificate

Certificate students fill out an Application for Completion of Certificate form that can be obtained from the graduate program Academic Program Coordinator in the School of Nursing. There is no application fee.

Mandatory Requirements Prior to Participation in Simulation and Clinical Activities for Masters, Certificates, Post-Masters and DNP graduate students

Prior to or during the first semester of the program, Masters, Certificate, Post-Masters and DNP graduate students must complete the School of Nursing mandatory requirements as listed below.

The School of Nursing has partnered with Castle Branch to provide the management of the student documentation needed for our Clinical Mandatory Requirement policy. Students will need to order the Castle Branch Compliance Tracker, Criminal Background Check, Drug Screening and HIPAA Training via Castle Branch. Clinical requirement information, instructions and ordering codes can be found at the UD SON Office of Clinical Coordination Student Intranet found at below link:

<https://sites.udel.edu/nursing/graduate-clinical/>

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Graduate students are expected to maintain compliance throughout the duration of enrollment in the program. Student Compliance status will be monitored by the School of Nursing Clinical Coordination office.

A. Hepatitis B Vaccination

The Hepatitis B vaccination series is strongly recommended for nursing students because of the potential for exposure to the virus in clinical settings. The vaccination consists of three injections over a six-month period. The first two are administered one month apart; the third injection is administered five months later. All three injections are required to establish immunity.

The vaccination series may be obtained privately or through Student Health Services. If the

latter is used, the student will pay for each injection at the time of service. For part-time students who have not paid the Student Health Service Fee, there will be an additional charge for each of the three injections. Students should schedule an appointment with the Student Health Center .

Students who choose NOT to receive the vaccination series must sign a waiver which will be uploaded to Castle Branch for this requirement.

B. Rubella

Documentation of receiving 2 doses of the Rubella vaccine is required, usually the MMR vaccine, OR laboratory evidence of immunity.

C. Mumps

Documentation of receiving 2 doses of the Mumps vaccine is required, usually the MMR vaccine, OR laboratory evidence of immunity.

D. Measles (Rubeola)

Documentation of receiving 2 doses of the Measles vaccine is required, usually the MMR vaccine, OR laboratory evidence of immunity.

E. Chicken Pox (Varicella)

Verification of immunity to chicken pox by documentation of one of the following:

- Documentation of 2 varicella vaccines
- Verification of history of chickenpox or shingles
- Laboratory evidence of immunity

F. Tetanus, Diphtheria and Pertussis (Tdap)

Documentation of receiving a tetanus booster in the past 10 years is required. The tetanus booster must be the tetanus, diphtheria and pertussis (Tdap) booster.

G. Annual Flu Shot

Documentation of an annual flu shot is required by the School of Nursing, as it is usually a requirement for clinical placements. If a student chooses not to get a flu shot, the SON cannot guarantee clinical placement as many agencies mandate this. However, if an agency agrees to accept the student without an annual flu shot, then the student may be required to wear a mask the entire duration of the practicum, depending on agency protocols.

H. COVID-19

Covid-19 vaccination requirements will align with clinical placement and University of Delaware requirements. Wearing masks, face shields, and gloves will align with current Centers for Disease Control (CDC) guidelines, clinical agency requirements and University of Delaware requirements. It is the student's responsibility to contact his/her clinical preceptor prior to the start of the clinical to ensure he or she is prepared to follow all clinical agency COVID-19 requirements at each respective clinical site. Refer to the University website for continued updates at <https://www.udel.edu/home/coronavirus/guidelines/>.

I. Tuberculosis Testing (TB)

Annual TB testing is no longer required by MOST clinical agencies. You will be notified if the agency where you are placed requires testing.

J. Professional Level CPR Certification Requirement

An active CPR (Healthcare Provider or BLS level) certification is a requirement of clinical agencies. There are no exceptions. It is the responsibility of students to keep a copy of a valid CPR card current in their Castle Branch account at all times. Expired cards will result in dismissal from the clinical agencies.

Completion of the American Heart Association (<https://www.heart.org/en/cpr>) **Healthcare Provider CPR course or Basic Life Support (BLS) course is the required level for nursing students.**

K. University of Delaware Safety Orientation/Right to Know and Bloodborne Pathogens Training Completion of the University's Bloodborne Pathogens training and the University's Safety Orientation/Right to Know training via the Bioraft system (<https://delaware.bioraft.com/>) is required annually.

L. University of Delaware kNOw More online sexual assault prevention training. You will have 30 days from your notification, which you will receive via email, to complete the course. https://sites.udel.edu/sexualmisconduct/prevention-education/haven-sexual-misconduct-training__trashed/faqs-for-haven/

M. Annual HIPAA training

Completion of the School of Nursing HIPAA training annually.

N. Background Checks and Drug Screening

Criminal background checks and a 10-panel urine drug screening are required. These requirements will suffice for the entire nursing program unless clinical agencies alter their student requirements.

O. School of Nursing HIPAA Waiver

This waiver ensures that students are aware of the consequences of not following HIPAA standards and guidelines while they are in the University of Delaware School of Nursing program. Any violation of HIPAA while enrolled in a UD School of Nursing program, regardless of whether the violation occurs at UD or at an outside location (e.g., while on clinical experience or through employment not affiliated with the UD School of Nursing), may result in discipline, including failure of a course and/or dismissal from the UD School of Nursing.

P. Blood Borne Pathogen Post-Exposure Evaluation and Medical Management Student Waiver

This waiver ensures that students who as part of their academic program, are at risk for exposure to human blood, or other potentially infectious materials, understand and acknowledge that the inherent risk of injury and illness is assumed by the student when they decide to enroll in said academic program.

Q. RN Licensure

Graduate students are expected to have and maintain a current active RN license, in DE (or another compact state) and/or the state(s) where they will be in for direct hour clinical placements. PhD students are required to hold a Registered Nursing license; however, this is not required to be a United States License. PhD students serving in the role of a TA are required to obtain a current active RN license, in DE (or another compact state).

Safety

Blood-Borne Pathogen Exposure & Mandatory Reporting

1. Blood Borne Pathogen Exposures - Steps for Treatment
 - a. Administer first aid, immediately after exposure. Allow a penetrating injury to bleed. Wash the injury site thoroughly with soap and water or rinse the exposed mucous membrane thoroughly with water. If anyone assists with first aid, they should wear gloves and eye protection.
 - b. After first aid has been administered, the individual must report to incident to their supervisor.
 - c. The supervisor will complete the Exposure Report Form, First Report of Injury Form and Injury/Illness Loss Investigation Report.
 - d. If injury occurs Monday-Friday between 8am-4pm the supervisor will call the University of Delaware Nurse Managed Primary Care Center (“UD NMPCC”) at 302-831-3195 to alert the office that they are referring an individual for treatment for BBP exposure.
 - e. If injury occurs Monday-Friday between 4pm-8pm or Saturday-Sunday between 8am-8pm, the supervisor will call the closest Medical Aid Unit to alert the Medical Aid Unit that they are referring an individual for treatment for BBP exposure. Local Medical Aid Units include:
 - i. Christiana GoCare at STAR campus
STAR Campus
550 South College Avenue, Suite 115
Newark, DE 19713
302-533-7148
 - ii. Christiana GoCare at Glasgow 2600
Glasgow Ave., Newark, DE 19702
302-836-8350
 - iii. Christiana GoCare at Christiana
HealthCare Center at Christiana 200
Hygeia Drive, Newark, DE 19713 302-
623-0444
 - iv. Christiana GoCare at Middletown
Care Center
124 Sleepy Hollow Drive, Middletown, DE
19709 302-449-3100
 - f. If injury occurs during any hours not covered above, the supervisor will contact the closest Christiana Care Emergency Room to alert them that they are referring an individual for treatment for BBP exposure.
 - i. Christiana ER (Triage Desk) 302-733-1620
 - ii. Wilmington ER (Triage Desk) 302-428-4180
 - iii. Middletown ER 302-203-1300
 - g. If injury occurs at a facility out of state or at a significant distance from the above sites, the supervisor will identify the closest urgent care facility or emergency room and contact the identified facility and refer as indicated for BBP exposure.
 - h. The supervisor will provide the injured individual with a copy of the Exposure Referral Guideline.

- i. The supervisor will contact the University of Delaware (UD) Nurse Managed Primary Care Center (NMPCC) at 302-831-3195 to notify them that an individual has been referred for treatment for BBP exposure and will require follow-up in the NMPCC.
 - j. The student will be responsible for any fees for care that are not covered by his/her insurance plan.
2. Blood Borne Pathogen Exposures - Source Evaluation
- a. The supervisor is responsible for requesting that the source patient's blood be tested for:
 - i. RAPID HIV testing; no consent is needed.
 - ii. Hepatitis B and Hepatitis C testing.
 - b. The supervisor will complete the Source Patient Information Form.
3. Blood Borne Pathogen Exposures - Immediate Post-Exposure Documentation
- a. The supervisor is responsible for submitting all the required completed forms:
 - i. Exposure Report Form
 - ii. First Report of Injury Form
 - iii. Injury/Illness/Loss Investigation Report
 - iv. Source Patient Information Form
 - v. For Faculty/Staff only: First Report of Injury Form
 - b. All forms are to be submitted via FAX or hand-delivery within 24 hours of the BBP exposure to the following:
 - i. UD Department of Environmental Health & Safety: 302-831-1528
 - ii. UD department director's office
 - iii. UD NMPCC: fax 302-831-3193 (all forms)
4. Blood Borne Pathogen Exposure - Follow-up Care
- a. The UD NMPCC upon notification and receipt of the above documentation will contact the injured individual to schedule a follow-up office visit for counseling and health care treatment as indicated.

Student Injury (other than BBP exposure)

1. Injuries – Steps for Student Treatment
- a. Administer first aid and/or treatment as indicated.
 - b. After first aid has been administered, the student must notify their supervisor.
 - c. The supervisor will contact Student Health Services at 302-831-2226 to alert them of the student's injuries and in consultation with the Student Health representative, determine if student should be treated at the Student Health Services or be referred to the nearest urgent care facility or emergency room.
 - d. If injury occurs at a facility out of state or at a significant distance from the above sites, the supervisor will identify the closest urgent care facility or emergency room and contact the identified facility and refer as indicated for treatment of the injury.
 - e. The supervisor will complete a First Report of Injury Form and an Injury/Illness Loss Investigation Report.
 - f. The supervisor is responsible for submitting all the required completed forms:
 - i. First Report of Injury Form
 - ii. Injury/Illness/Loss Investigation Report
 - g. All forms are to be submitted via FAX or hand-delivery within 24 hours of the personal injury to the following:
 - i. UD Department of Environmental Health & Safety: 302-831-1528
 - ii. UD department director's office

Master of Science in Nursing Program

The **Master of Science in Nursing Program** was developed and revised using the Master's Essentials of Education (AACN, 2021), the National League of Nursing Nurse Educator Domains (NLN, 2023), and the National Organization of Nurse Practitioner Faculties (*NONPF*) *NP Core Competencies Curriculum Content* (NONPF, 2022).

Master of Science in Nursing Program Outcomes

Students who complete the Master of Science in nursing program will have developed the ability to practice as nurse practitioners, nurse administrators, or nurse educators in a variety of healthcare settings. They will demonstrate the following behaviors.

1. Demonstrate an understanding of the discipline of nursing's distinct perspective and where shared perspectives exist with other disciplines; apply theory and research-based knowledge from nursing, the arts, humanities, and other sciences; and demonstrate clinical judgment founded on a broad knowledge base. PO1
2. Engage with the individual in establishing a caring relationship; communicate effectively with individuals; integrate assessment skills in practice; diagnose actual or potential health problems and needs; develop a plan of care; demonstrate accountability for care delivery; evaluate outcomes of care; promote self-care management; provide care coordination. PO2
3. Manage population health; engage in effective partnerships; consider the socioeconomic impact of the delivery of health care; advance equitable population health policy; demonstrate advocacy strategies; advance preparedness to protect population health during disasters and public health emergencies. PO3
4. Advance the scholarship of nursing; integrate best evidence into nursing practice; promote the ethical conduct of scholarly activities; apply quality improvement principles in care delivery; contribute to a culture of patient safety; contribute to a culture of provider and work environment safety. PO4
5. Apply quality improvement principles in care delivery; contribute to a culture of patient safety; contribute to a culture of provider and work environment safety. PO5
6. Communicate in a manner that facilitates a partnership approach to quality care delivery; perform effectively in different team roles, using principles and values of team dynamics; use knowledge of nursing and other professions to address healthcare needs; work with other professions to maintain a climate of mutual learning, respect, and shared values. PO6
7. Apply knowledge of systems to work effectively across the continuum of care; incorporate consideration of cost-effectiveness of care; optimize system effectiveness through application of innovation and evidence-based practice. PO7
8. Describe the various information and communication technology tools used in the care of patients, communities, and populations; use information and communication technology to gather data, create information, and generate knowledge; use information and communication technologies and informatics processes to deliver safe nursing care to diverse populations in a variety of settings; use information and communication technology to support documentation

of care and communication among providers, patients, and all system levels; use information and communication technologies in accordance with ethical, legal, professional, and regulatory standards, and workplace policies in the delivery of care. PO8

9. Demonstrate an ethical comportment in one's practice reflective of nursing's mission to society; employ participatory approach to nursing care; demonstrate accountability to the individual, society, and the profession; comply with relevant laws, policies, and regulations; demonstrate the professional identity of nursing; integrate diversity, equity, and inclusion as core to one's professional identity. PO9
10. Demonstrate a commitment to personal health and well-being; demonstrate a spirit of inquiry that fosters flexibility and professional maturity; develop capacity for leadership. PO10

Admission to the MSN Program

Admission decisions will be made by graduate faculty and the Director of Graduate Programs . Students will be admitted to the program based on their ability to meet the following minimum recommended entrance requirements and enrollment availability:

- Baccalaureate degree in nursing from an NLNAC or CCNE accredited School of Nursing
- Undergraduate GPA of 3.0 or higher
- Recommend a minimum of 1 year of relevant professional experience
- Copy of active Registered Nurse (RN) license(s) in the state of Delaware or a compact state, and (or, if applicable) the state where clinical hours will be arranged
- If appropriate: Official results from the TOEFL or IELTS exam taken within the last 2 years (for non- native English-speaking applicants only). The minimum TOEFL score is 100; the minimum IELTS is 6.5.
- A written statement that clearly identifies the applicant's career goals and how admission to the program will facilitate his or her professional objectives.
- Three letters of recommendation: one from an academic who have taught the student in a nursing course, and two from employers and/or other professional sources who worked as a supervisor of the student in a nursing role. Academic references must be from someone who is doctoral prepared and who can attest to the student's capacity to complete a graduate program.
- A curriculum vitae or resume.
- A successful interview with the Director of Graduate Programs and/or members of the graduate faculty, as needed.

Application Deadlines

Applications will only be accepted once a year (April 15). See the School of Nursing website for additional information.

Plans of Study for each specialty track are located in Appendix D

All necessary course work and practicum hours are aligned by topic area to allow students to sit for national certification. Students prepare for their respective certification exam with more than 500 clinical precepted hours.

Based on the National Organization of Nurse Practitioner Faculties (NONPF) recommendations, if a

student has not had the range of necessary clinical experiences to be competently prepared for NP practice, even if they have fulfilled the required direct patient care clinical hours, the educational institution is responsible for making arrangements for the student to complete his/her education. For some students this may extend their education and postpone their graduation.

Certificate

Students can obtain a certificate in Nursing Education. This certificate will enable to graduate to sit for the CNE_n (Certified Nurse Educator Novice) exam or the CNE_{cl} (Certified Academic Clinical Nurse Educator), or the CNE (Certified Nurse Educator) exam. Students can then advance on to either a MSN, DNP, or PhD. Graduates will be able to practice/ teach in in-patient and outpatient clinical settings, LPN, ADN, or BSN programs.

MSN Post-Masters Certificate

As part of a cutting-edge University, the School of Nursing provides a diverse, energetic and collegial environment for participating in world-class interprofessional education, scientific inquiry and practice opportunities. UDs highly sought-after faculty prepare the Post-Master's certificate student to provide and manage care for patients — individually and in groups — with emphases on understanding the clinical progression of patients, care transitions and processes, and evidence-based practice. The following programs are offered in this format: Adult Gerontology Acute Care Nurse Practitioner, Adult Gerontology Nurse Practitioner, Family Individual Across the Lifespan Nurse Practitioner, Pediatric Primary Care Nurse Practitioner, and Psychiatric Mental Health Nurse Practitioner.

Students complete the necessary coursework and clinical hours to sit for national certification. Students prepare for their respective certification exam with more than 500 clinical precepted hours. Individual plans of study are determined by the student's advisor, after a gap analysis has been completed. Student transcripts and previous syllabi may be evaluated to meet required course work for national certification. Post-Master's Certificate students are required to take a minimum of 9 credits. At the completion of the program, a Post- Masters certificate is awarded.

Sample Plans of Study are located in Appendix D

All necessary course work and practicum hours are aligned by topic area to allow students to sit for national certification. Students prepare for their respective certification exam with more than 500 clinical precepted hours. Students admitted into the Post-Master's Certificate program already have an MSN. Individual plans of study are determined by the student's advisor, after a gap analysis has been completed. Student transcripts and previous syllabi may be evaluated to meet required course work for national certification. At the completion of the program, a Post-Masters certificate is awarded.

Based on the National Organization of Nurse Practitioner Faculties (NONPF) recommendations, if a student has not had the range of necessary clinical experiences to be competently prepared for NP practice, even if they have fulfilled the required direct patient care clinical hours, the educational institution is responsible for making arrangements for the student to complete his/her education. For some students this may extend their education and postpone their graduation.

Doctor of Nursing Practice (DNP) Degree

Statement of Purpose and Expectation of Graduate Study

The Doctor of Nursing Practice (DNP) program prepares graduates to perform at the highest level of advanced nursing practice. With a focus on population health and leadership, students will gain competencies that will allow them to become leaders in practice innovation and policy development that will improve the health of diverse populations. The foundation for practice expertise with a population health focus will enable the graduate to plan and lead evidenced-based interventions, quality improvement strategies and health policy changes that address patient safety, promote patient-centered care, and reduce health disparities among diverse groups. The focus on practice that integrates both primary health care and mental health competencies enables graduates of this program to provide health care in diverse settings to communities and populations that are currently unable to easily access care.

The DNP degree is designed for nurses seeking a terminal degree in nursing practice and offers an alternative to the research-focused doctorate in nursing science. This degree prepares students to translate research into the practice setting. It does not prepare the student to conduct original research.

Students will develop their APRN roles through an integrative and intense practice immersion experience. DNP students work to translate knowledge, and improve healthcare delivery and outcomes through the development, implementation and evaluation of the DNP project.

Coursework is designed to provide the student with the skills to understand the complexities of the health care delivery system to influence change and develop policy that improves patient outcomes in a variety of settings.

History and Philosophy

The University of Delaware School of Nursing (SON) launched the Doctor of Nursing Practice (DNP) program in 2016 in response to the demands associated with increasing complexity in the health care system, expansion of scientific knowledge, and growing concerns regarding the quality of patient care delivery and outcomes. The UD program supports the CCNE vision for transformational change in education for professional nurses who practice at the most advanced level. The American Association for Colleges of Nursing (AACN) position statement on the DNP degree recommends that nurses practicing at the highest level should receive doctoral-level preparation. More recently, the Institute of Medicine (IOM) statement on the Future of Nursing recommends that nurses achieve higher levels of education and training to meet the increasing demands of contemporary health care.

The Essentials of Doctoral Education for Advanced Nursing Practice (<http://www.aacn.nche.edu/dnp/pdf/essentials.pdf>), developed by the AACN, provide guidelines for DNP programs and to serve as a basis for accreditation of programs. The DNP Program at the University of Delaware School of Nursing was designed to meet these Essentials.

Degree Offered

Students who successfully complete this program will be awarded the degree of Doctor of Nursing Practice (DNP) from the school of Nursing in the College of Health Sciences.

Degree Purpose:

The purpose of the Doctor in Nursing Practice Degree is to prepare DNP students to:

1. Perform at the highest level of nursing practice.
2. Assume leadership roles in complex healthcare delivery systems.
3. Critically appraise existing literature and other evidence in a specialty area to determine and implement best practices.
4. Improve patient outcomes by expanding DNP student knowledge of evidence-based practice.

The DNP is a practice degree that prepares nurses at the highest level of clinical competence. The focus of the DNP program is on development of clinical science and system competencies, and application of evidence-based practice. Students who want to pursue the highest level of clinical expertise in a nursing specialty area should seek this degree.

DNP Program Outcomes

1. Demonstrate an understanding of the discipline of nursing's distinct perspective and where shared perspectives exist with other disciplines; apply theory and research-based knowledge from nursing, the arts, humanities, and other sciences; and demonstrate clinical judgment founded on a broad knowledge base.
2. Engage with the individual in establishing a caring relationship; communicate effectively with individuals; integrate assessment skills in practice; diagnose actual or potential health problems and needs; develop a plan of care; demonstrate accountability for care delivery; evaluate outcomes of care; promote self-care management; provide care coordination.
3. Manage population health; engage in effective partnerships; consider the socioeconomic impact of the delivery of health care; advance equitable population health policy; demonstrate advocacy strategies; advance preparedness to protect population health during disasters and public health emergencies.
4. Advance the scholarship of nursing; integrate best evidence into nursing practice; promote the ethical conduct of scholarly activities; apply quality improvement principles in care delivery; contribute to a culture of patient safety; contribute to a culture of provider and work environment safety.
5. Apply quality improvement principles in care delivery; contribute to a culture of patient safety; contribute to a culture of provider and work environment safety.
6. Communicate in a manner that facilitates a partnership approach to quality care delivery; perform effectively in different team roles, using principles and values of team dynamics; use knowledge of nursing and other professions to address healthcare needs; work with other professions to maintain a climate of mutual learning, respect, and shared values.
7. Apply knowledge of systems to work effectively across the continuum of care; incorporate consideration of cost-effectiveness of care; optimize system effectiveness through application of innovation and evidence-based practice.
8. Describe the various information and communication technology tools used in the care of patients, communities, and populations; use information and communication technology to gather data, create information, and generate knowledge; use information and communication technologies and informatics processes to deliver safe nursing care to diverse populations in a variety of settings; use information and communication technology to support documentation of care and communication among providers, patients, and all system levels; use information and communication technologies in accordance with ethical, legal, professional, and regulatory standards, and workplace policies in the delivery of care.
9. Demonstrate an ethical comportment in one's practice reflective of nursing's mission to society; employ participatory approach to nursing care; demonstrate accountability to the individual,

society, and the profession; comply with relevant laws, policies, and regulations; demonstrate the professional identity of nursing; integrate diversity, equity, and inclusion as core to one's professional identity.

10. Demonstrate a commitment to personal health and well-being; demonstrate a spirit of inquiry that fosters flexibility and professional maturity; develop capacity for leadership.

Admission to the DNP Program

Students will be admitted as either post-baccalaureate or post-master's students depending on their prior educational achievement. Admission requirements differ for post-baccalaureate and post-master's applicants. *Post-master's*

Applicants:

- Master's degree in nursing from an NLNAC or CCNE accredited School of Nursing with national certification in an area of advanced nursing practice
- Graduate GPA of 3.5 or higher
- Letter from the master's program indicating the number of clinical hours completed
Copy of active Registered Nurse (RN) license(s) in the state of Delaware or a compact state, or demonstrated eligibility for licensure

All Applicants (as applicable):

- Relevant professional experience
- Copy of active Registered Nurse (RN) license(s) in the state of Delaware or a compact state, and (or, if applicable) the state where clinical hours will be arranged.
- Official results from the TOEFL or IELTS exam taken within the last 2 years (for non- native English-speaking applicants only). The minimum TOEFL score is 100; the minimum IELTS is 6.5.
- A written statement that clearly identifies the applicant's career goals and how admission to the program will facilitate his or her professional objectives.
- Three letters of recommendation: one-two from an academic who has taught the student in a nursing course, and one-two from employers and/or other professional sources who has worked as a supervisor of the student in a nursing role. Academic references must be from someone who is doctorally prepared and who can attest to the student's capacity to complete a doctoral program.
- A successful interview with the Director of the Graduate Programs and/or members of the graduate faculty.
- Demonstrated competence in written communication through submission of a writing sample that is different from the entrance application.
- A curriculum vitae or resume

Application Deadlines

Applications will only be accepted once a year (April 15). See the School of Nursing website for additional information.

Degree Requirements for the DNP Degree

The DNP Program is available at two entry levels – post-baccalaureate and post-masters. There is a core curriculum that all students must complete, and courses specific to population-focused advanced practice nursing concentrations that lead to eligibility to sit for national certification. The course requirements for this program include DNP core courses, NP core courses and courses specific to the population foci. These include Family/Individual Across the Lifespan (FNP) Adult Gerontology,

(AGNP) and Psychiatric Mental health (PMHNP), Pediatric Primary Care (PNP) and Adult Gerontology Acute Care (AGACNP).

All students must complete the DNP and NP core courses. Clinical hours are included in course requirements for both core courses and for population-focused concentration courses. Students are admitted as cohorts into 3-year full-time and 5-year part-time plans of study and are expected to maintain progression with their cohort as outlined upon admission. However, *students must complete all course work within a consecutive 10-14 semester period of time, based on University guidelines, to be eligible to earn the degree.*

Post-Baccalaureate DNP Program

The Post-baccalaureate DNP program requires the completion of 78 course credits. Students entering the Post-baccalaureate DNP Program will choose a population-focused clinical concentration and complete all courses to meet eligibility requirements to become certified as an advanced practice registered nurse (APRN). There are full time and part time options for the post-baccalaureate program. Upon program completion, students will be eligible to apply for a national certification exam in one of the population foci. Credits for the specific population-foci are as follows:

- Family/Individual Across the Lifespan Nurse Practitioner (FNP): 74 credit hours and 1016 clinical hours (direct care: 816/indirect: 200)
- Adult Gerontology Nurse Practitioner (AGNP): 73 credit hours and 1016 clinical hours (direct care: 816 /indirect: 200)
- Adult-Gerontology Acute Care Nurse Practitioner (AGACNP): 68 credit hours and 1016 clinical hours (direct care 816/indirect 200)
- Psychiatric Mental Health Nurse Practitioner (PMHNP): 74 credit hours and 1016 clinical hours (direct care: 816 /indirect: 200)
- Pediatric Primary Care Nurse Practitioner (PNP): 71 credit hours and 1016 clinical hours (direct care: 816/indirect 200)

<https://catalog.udel.edu/content.php?catoid=88&navoid=27214>

Students will be admitted to the program based on their ability to meet the following minimum recommended entrance requirements and enrollment availability.

Post-baccalaureate Applicants:

- Baccalaureate degree in nursing from an NLNAC or CCNE accredited School of Nursing
- Undergraduate GPA of 3.0 or higher
- Copy of active Registered Nurse (RN) license(s) in the state of Delaware or a compact state or demonstrated eligibility for licensure.

Complete Full-time and Part-time DNP Plans of study for each Population-Focus are located in the University of Delaware [Course Catalog](#).

Post-master's DNP Program

The post-master's DNP program includes completion of all DNP core courses, a total of 36 course credits. Additional credits (1-3) will be required in a clinical immersion final course, depending on the number of clinical hours completed in the previous master's program. The purpose of these credits is to ensure that students complete a total 1,000 clinical hours as required by the AACN. Students who apply to the post-master's DNP option must hold national certification in an area of advanced nursing practice. Their pathway through the program will vary by the credentials they present upon admission and will also depend on their career goals. There is a part time option for the post-master's program. The plan of study for the post-master's DNP can be completed in either 2 or 3 years.

1. Post-master's with license and certification as an advanced practice registered nurse

(APRN) [clinical nurse specialist, nurse anesthetist, or nurse midwife] for the individual who seeks certification as a nurse practitioner.

Requirements:

Students will complete all DNP core courses and all nurse practitioner courses specific for the population focus of their choice to be eligible to apply for national certification. Applicants who have completed more than 500 hours in their master's program and desire credit for these hours must submit a letter from their master's program documenting the number of hours completed. The letter describing clinical hours previously completed should be sent to the Director of the Graduate Programs and Academic Support Coordinator prior to the start of the first semester, then uploaded to Project Concert, in the documents tab.

2. Post-master's with national certification in a non-APRN area of nursing practice (e.g. nurse educator, nurse administrator).

Requirements:

Students will complete all DNP core courses. Applicants must complete 1000 clinical hours to complete the DNP degree.

3. Post-master's with previous nurse practitioner certification and licensure seeking certification in an additional nurse practitioner population focus

Requirements:

Students will complete all DNP core courses. Because these students will enter with different clinical backgrounds, the clinical component of the program will include an individualized plan of study. Student transcripts and previous syllabi may be evaluated for equivalence to selected required course work for national certification.

A Sample Post-Master's DNP Plan of Study with no clinical concentration is provided in Appendix D.

Practicum Requirements

According to the AACN *DNP Essentials*, DNP students need a minimum of 1,000 hours of post-baccalaureate supervised clinical practice hours to achieve the DNP competencies. Beyond the traditional MSN, clinical experiences at the DNP level expand the student's practice to DNP level expectations. Post-baccalaureate students will receive all required hours in the program. Post-master's students will complete the number of hours required to have a total of 1000 hours, including hours completed in their master's program. Post-master's applicants will be required to submit, at the time of admission, a letter from their master's degree-awarding institution that indicates how many hours of supervised clinical practicum they completed in their master's program.

All students will be expected to complete a minimum of 336 indirect practicum hours at the DNP level. Indirect care hours refer to experiences in clinical settings that do not involve direct care of patients and generally support the development and execution of the DNP Project (see below). For students who need additional hours to satisfy the 1,000-hour requirement, these can be completed by registering for the Clinical Role Immersion course, which can be taken for variable clinical credits (1-3). This course may be waived for students with greater than 664 supervised clinical practicum hours in their previous practice master's program.

Practicum Hours Guidelines:

In order to achieve the DNP competencies, DNP Programs must provide a minimum of 1,000 hours of practice post-baccalaureate as part of a supervised academic program.

BSN to DNP students will have:

- a. 816 hours minimum of Direct Practicum in practice settings providing supervised Nurse Practitioner care with clinicians in practices required for their program of study.
- b. 200 hours minimum of Indirect Practicum working with professionals in healthcare settings who will contribute to the student's attainment of DNP competencies and help the student develop skills that support successful completion of the student's DNP project.

Post Master's DNP students:

Most APRN students have completed 500 hours in their MSN programs. Indirect Practicum hours will range from 200 to 500 depending on the documented practicum hours the student earned in his or her MSN program.

Practice experiences should be designed to help students achieve specific learning objectives related to the DNP Essentials and specialty competencies. These experiences should be designed to provide systematic opportunities for feedback and reflection. Experiences include in-depth work with experts from nursing, as well as other disciplines, and provide opportunities for meaningful student engagement within practice environments.

Given the intense practice focus of DNP programs, practice experiences are designed to help students build and assimilate knowledge for advanced specialty practice at a high level of complexity.

Based on the National Organization of Nurse Practitioner Faculties (NONPF) recommendations, if a student has not had the range of necessary clinical experiences to be competently prepared for NP practice, even if they have fulfilled the required direct patient care clinical hours, the educational institution is responsible for making arrangements for the student to complete his/her education. For some students this may extend their education and postpone their graduation.

University of Delaware School of Nursing BSN to DNP students receive 816 hours of Direct Practicum hours and 200 hours of Indirect Practice hours. All students will complete a minimum of 200 Indirect Practice hours which are part of all DNP courses.

University of Delaware School of Nursing Post Masters DNP students are admitted having obtained previous certification as an Advanced Practice Nurse, so have earned minimum of 500 hours. Post Masters DNP students can submit documentation demonstrating completion of up to an additional 300 hours of supervised advanced practice hours obtained in their Master's program. All students will complete a minimum of 200 indirect hours which are part of DNP courses.

Indirect Practice Hours Experiences

Two broad goals are recommended for consideration of Indirect Practice hours; Indirect Practice experiences should:

1. Provide students with the opportunity to integrate new knowledge into practice and attain competency in the eight DNP essentials
2. Support the knowledge needed for students to develop, implement, evaluate and disseminate their DNP Project.

Particular areas of focus for indirect practicum experiences include:

1. Healthcare leaders working translate research evidence into practice, including the complexities of motivating and achieving sustainable practice changes and staff behaviors in clinical environments.
2. Systems leaders working to improving patient and healthcare outcomes.
3. Administrators of public policy agencies or organizations working to improve deficits in social determinates of health factors.
4. Leaders able to help the student develop specific DNP competencies that the student may lack or has yet to develop. Students are encouraged to review the DNP Essentials document and identify specific competencies they would like to strengthen through their indirect practicum hour requirements.

Examples of Acceptable DNP Essentials and Practice Experiences (Indirect Hours) Activities:

Essential I: Scientific Underpinnings for Practice

- Participate in a clinical agency's committee to evaluate a practice protocol
- Assess/evaluate health care delivery phenomena in a practice setting, health care organization or community
- Attend specialty conferences that are specific to the practice/organizational problem

Essential II: Organizational and Systems Leadership for Quality Improvement and Systems Thinking

- Clinical conferences, executive and unit meetings, and other learning experiences that introduce the student to the role of nursing leaders in relation to organizational culture and environmental factors
- Training in advanced communication skills/processes within the organizational system
- Meetings with staff, key stakeholders at clinical sites to discuss clinical problems, introduce project, planning, implementation etc.
- Meetings with institutional mentor
- Internship experiences at ANA, AACN, SBON, etc.

Essential III: Clinical Scholarship and Analytical Methods for Evidence-Based Practice

- Meeting with Library resource person to develop/analyze the literature search
- Observation/evaluation of practice patterns and system of care within a practice setting, health care organization or community.
- Review/evaluation of current practice protocols
- Data collection and analysis of DNP Project
- Professional presentation at conference, institutional or community meeting
- Serving as a consultant or mentor (Not to include precepting a nursing student or the education of a nursing student or hours teaching a class for nursing students unless presenting DNP project material).

Essential IV: Information Systems/Technology and Patient Care Technology for the Improvement and Transformation of Health Care

- Assess/evaluate information systems technology used to monitor patient care, outcomes or care, and care systems
- Assess/evaluate budget and productivity tolls to support patient care
- Training in health care information systems, patient care technology

Essential V: Health Care Policy for Advocacy in Health Care

- Assess/evaluate health care policy at the institutional, local, state, regional, federal and international levels
- Participate/observe institutional, professional, and community committees
- Internship experiences at ANA, AACN, SBON, etc.

Essential VI: Interprofessional Collaboration for Improving Patient and Population Health Outcomes

- Observation of intra-professional and interprofessional teams
- Observation of/consultation with new colleagues in a variety of health disciplines
- Peer review of scholarship
- Facilitators at IPE events

Essential VII: Clinical Prevention and Population Health for Improving the Nation's Health

- Assess/evaluate care delivery models and/or strategies in the institution, community
- Internship experiences at HRSA, CMS, etc.
- Advocating for vulnerable populations through presentations or practice (example: Mission work).

Essential VIII: Advanced Nursing Practice

- Attend clinical conferences, online learning, certification course(s) in psychosocial, behavioral, sociopolitical, cultural, economic, nursing science, and other learning experiences that expand the student's fund of knowledge.
- Working with healthcare leaders to increase understanding of potential ways DNP student projects incorporate social justice, equity and ethical policies in the delivery of healthcare provide information to leaders and policy makers.
- Assist making recommendations for policy development, legal bill preparation, and presentation of information (example: working with others to advocate legislation related to NP/DNP Practice).

Examples of Unacceptable DNP Essentials and Practice Experiences (Indirect Hours) Activities

- Direct patient care
- Employment experiences associated with current position. Students can arrange Indirect Practicum hours at their place of employment. However, Indirect Practicum hours must be earned during time when the student is not working in their employee role.
- Work required for course assignments (e.g., searching and reading literature, writing papers, developing PowerPoint presentations, completing assigned readings)
- Students also completing Direct Practicum hours in the same site as the one selected for an Indirect Practicum may not count the same hours for Direct and Indirect Practicum hours.

Indirect Practice Experiences Management

The UD DNP Faculty Project Mentor (FPM) will work with the DNP student to help identify their DNP project practice problem. (Please see the "DNP Project Team" for a full description of this role.) Along with the problem identification, the UD DNP FPM and student will determine what clinical agencies and project mentors would be appropriate for the student to work with to complete their DNP project and achieve DNP competencies and proficiencies.

For each course with Indirect Hours, students will develop goals and objectives for their Indirect Practicum and submit these to their faculty mentor for approval.

Students will identify a different agency or community leader each semester who has the expertise needed to help the student fulfill their goals and objectives. These leaders must have a minimum of a master's level preparation, although a doctorate is preferred. A resume or CV from each leader must be submitted to the faculty mentor before the student begins work with that leader. Students will submit DNP Project Indirect Site/Mentor requests through Project Concert.

The following information should be obtained prior to submission of the Indirect site/mentor request as it should be included in the content of the request:

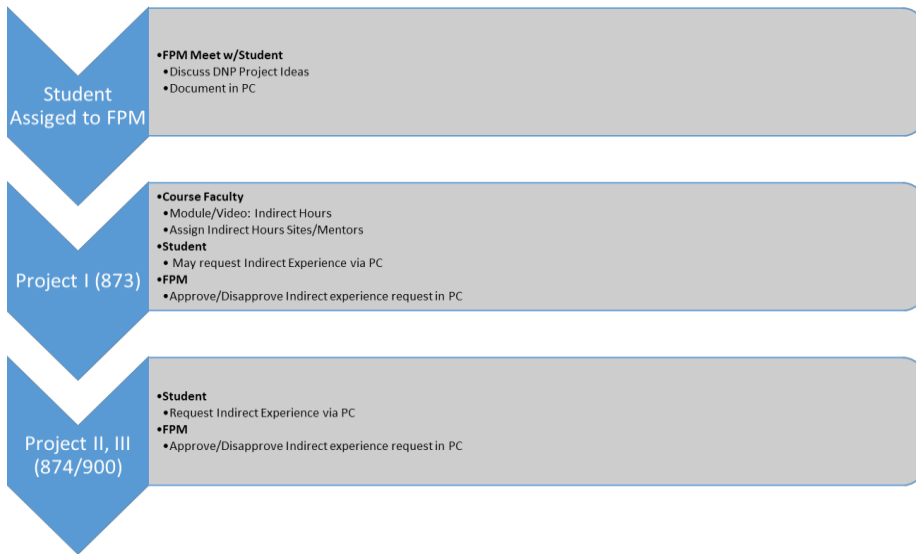
- Students should find out about agency training requirements prior to participating in the experience.
- Students should find out about any student specific documents required by the agency prior to participating in the experience (example, proof in influenza vaccination, TDAP, etc.)

Indirect Practicum experiences should not require a contract or affiliation agreement between the University of Delaware and the Agency however, agencies may require this and/or other requisite documentation from UDSON. It is the student's responsibility to clearly state any such requirements in their PC indirect experience request as this serves to notify SON Clinical Coordinators that their assistance will be required.

- Students may complete indirect hours at their place of employment. However, these hours must be completed during time when the student is not working in their employee role.

Once the Faculty Mentor approves the request, the student may contact the agency/mentor to coordinate and schedule.

Timeline:



Indirect Experience Logs

Students will record indirect experience details in Project Concert via their Indirect Hours Log (the project concert portal and instructions can be found at this link: <https://sites.udel.edu/nursing/graduate-clinical/> Use password: bluehen) This log report will be a robust scholarly entry whereby students are expected to describe activities and relate how knowledge obtained can be applied to their DNP Project and/or the DNP Essentials. This log will be graded by the project course faculty as part of the DNP Project course assignments. The DNP faculty mentor will be responsible for certifying the student's hours. The student is responsible for making sure the Project Course Faculty receive this certification of hours by the date specified by the course faculty.

Direct Practicum Hours

Requirements for Direct Practicum Hours

1. Students will follow the requirements for practicum hours provided in each course syllabus.
2. It is the student's responsibility to be in compliance with all clinical mandatory requirements as outlined in the Graduate Student Handbook accessible on the School of Nursing website. The Castle Branch online system can be checked to determine any missing or outdated information regarding clinical mandatory requirements.
3. Nursing students are not permitted to begin a clinical course until the mandatory requirements have been submitted to the School of Nursing Clinical Coordinator. If a student should go to clinical site prior to being in compliance with the mandatory requirements those hours will not count toward the required clinical hours for the course. In addition, a notation will be made in the student's permanent program file regarding this serious infraction of the rules governing student professional behavior in the program.

Direct Practicum Hours Logs

All direct hours must be logged using Project Concert. Students will be provided instruction in how to use the program and expectations.

Direct Practicum hours, number of patients seen, diagnosis and relevant social determinants of health and DNP competencies are reported weekly in Project Concert. A summary of these hours is required at the end of each direct practicum course.

The student will explain how hours earned met the goals and objectives established by the DNP Competencies.

Practicum logs are reviewed by faculty assigned to the relevant DNP course. Students must keep logs current and faculty may require students to stay out of practicum until the logs are current.

DNP Practicum Attire

During all practicum experiences, DNP students should wear appropriate professional looking attire, minimal jewelry, closed toe shoes, no artificial nails, and no scented lotions, perfumes or hair products. All students must wear their University of Delaware School of Nursing ID badge at all times when in the practicum setting. Some agencies may require additional badges, but the UD School of Nursing ID must be worn as well.

Students attending Direct Practicum experiences must wear a white lab coat over professional clothing. This lab coat must include sewn on University of Delaware patches.

Students in Indirect Practicum are not required to wear the lab coat unless required by the practicum agency. The UD SON ID badge must be worn at all times. Some agencies may require additional badges, but the UD SON ID must be worn as well. Ordering information for UD SON ID badges and lab coats with patch can be found on the UD School of Nursing Student Intranet

DNP Project

DNP Project Overview

All students enrolled in the Doctor of Nursing Practice (DNP) Program will complete an evidence-based practice project (known as the DNP Project) as one of the requirements for graduation. The DNP Project is a culmination of the knowledge gained in DNP courses and practice. The project is an opportunity to demonstrate an analytical approach to programmatic, administrative, policy or practice

issues in a format that supports the synthesis, transfer and utilization of knowledge. A DNP project is not intended to test new models, develop new theory, or test hypotheses. The DNP project will demonstrate identification and resolution of a practice problem through the scholarship of application or integration, rather than the scholarship of discovery associated with a PhD program of study (Boyer, 1997).

The DNP Project experience is designed to apply the knowledge and skills gained within the doctoral program in a specific practice area of the student's choice. The project is chosen with a goal of making a specific contribution in the health care system, the community, or in the academic arena. As such, DNP projects experiences are characterized by intensive interactions between and among faculty, students, and the community in which the DNP project is implemented.

Students will consider and explore evidenced-based practice topics throughout their first year of coursework as they consider a focus for their DNP project. These courses provide opportunities to identify and explore evidence, critique literature, and synthesize findings.

Possible types of DNP Projects include:

- Population systems change projects
- Health promotion/disease management program design and evaluation
- Quality improvement inquiry
- System modification for quality improvement processes
- Healthcare policy analysis and redesign
- Development and implementation of health information technologies to improve outcomes
- Comparison of care and teaching models including potential cost savings and outcomes
- Development of patient/consumer and professional coalition projects including implementing and evaluating the project

Final DNP Project Products

Successful completion of the DNP Project includes all the four products listed below.

1. Final DNP Project Presentation
2. DNP Project Brief
3. DNP E-Portfolio

DNP Project products must be completed by the end of the final DNP project course, NURS 910 Project IV: Evaluation and Dissemination. Students planning graduation after this course should use the deadlines specified by the Office of Graduate and Professional Education.

DNP Project Team & Roles

The DNP Project Team process includes the student's identification of a Faculty Project Mentor (FPM) shortly after matriculation into the program and a Site/Agency Mentor in DNP Project II: Planning and Development AND another SON faculty mentor to their project team, once their project focus has been determined. The roles and expectations of the various DNP Project Team members are described below. The process for creation, modification, and approval of the DNP Project Team is included.

It is not necessary for the student to consult team members equally about each aspect of the project topic and approach. Members should be consulted primarily on those aspects directly related to their specific areas of expertise. Additional faculty or clinical resource persons may be consulted as needed. It is the joint responsibility of the DNP student and Faculty Project Mentor to make the final

decisions about the project topic and implementation, even if decisions are made that one or more team members believe to be less than optimal. The team's responsibility is to act in an advisory capacity rather than as directors of the project.

DNP Student

At the center of the DNP Project Team is the DNP Student. The student is expected to develop, implement, evaluate, and disseminate the DNP Project with minimal supervision. The student will use advanced critical thinking and judgment to determine the need for additional guidance and seek mentoring from DNP Project team members or other experts. The student will seek feedback, readily accept critique of any aspect of the project's development, implementation, evaluation, or dissemination, and promptly incorporate feedback as provided. With the guidance from the DNP Faculty Project Mentor, who must be a doctorally prepared member of the School of Nursing, the student will effectively navigate conflicting recommendations from DNP Project team members or clinical stakeholders. The student will use expert leadership skills in developing partnerships with community members, clinical agency personnel, and stakeholders, follow all agency policies/guidelines, and adhere to the highest level of ethical behavior and professional standards. The student will maintain consistent and effective communication with course faculty and the DNP Faculty Project Mentor and Agency Mentor. The student will follow all policies and guidelines related to the DNP Project and its final products. It is expected that the student will demonstrate a high level of scholarship and will complete the project and submit all assignments in a timely manner.

DNP Faculty Project Mentor (FPM)

The DNP Faculty Project Mentor (FPM) is identified during the student's second semester. The DNP FPM monitors the student's progress and guides the student to completion of the DNP Project and the required Final DNP Project Products.

Role of DNP Faculty Project Mentor (FPM)

1. Assures IRB compliance and serves as faculty of record on IRB submission.
2. Mentors student throughout the preparation of the DNP Project proposal; the project development, implementation, and evaluation process; and the final DNP Project products.
3. Collaborates with the student to schedule DNP Project Team meetings for the DNP Project Proposal Presentation and the final DNP Project presentation.
4. Leads DNP Project Team review and approval of the DNP Project Proposal and the final DNP Project products (DNP Project portfolio, DNP Project brief, final DNP Project presentation, and DNP Project Brief).
5. Communicates effectively with DNP student and team members.
6. Provides feedback to student on written drafts in a timely manner.
7. Documents student progress toward completion of DNP Project requirements.
8. Mentors SON faculty with interest in participating in DNP Projects.

Timeline for FPM:

Fall 1

1. Consider potential projects and project mentors
1. Complete coursework as registered

Spring 1

1. DNP Faculty Project Mentor (FPM) is identified by student in this semester.
1. Student requests mentorship from SON faculty as identified. Once agreed upon, student and FPM to

informed SON Director of the Graduate Programs and Academic Support Coordinator so that advisement can be noted in UDSIS and Project Concert.

1. DNP FPM meets with student to discuss with student areas of interest for potential DNP Project which will be developed /delivered in a community/primary care setting.
2. Assist student in developing plan for Indirect Practice Hours. Once the student and Faculty Project Mentor have agreed upon experiences and locations for Indirect Practice hours, the student will contact the agency/mentor to determine availability, complete the practice site request form and submit this via Project Concert.

Summer 1 (EBP 1)

1. Collaborate with student and EPB I faculty as student completes course required PICOT Question assignment. PICOTs are approved by course faculty and FPM.
2. Review and approve course required DNP Project Introduction (chapter 1)

Fall 2 (DNP Project I)

1. Review and approve course required DNP Project Review of Literature (chapter 2)
2. Support student in selecting DNP Project site.
3. Complete UD IRB / CITI training (every 3 years)
 - a. Upload completed training certificates to Project Concert

Spring 2 (EBP 2)

1. Review and approved the course required DNP Project Methods section (chapter 3).

Spring 2 (DNP Project II)

1. Review student's implementation plan including site
2. Approve IRB application and support as needed through IRB process

Fall 3 (DNP Project III)

1. Assist student as needed during project implementation phase

Winter 3 (DNP Project IV)

1. Assist student with project evaluation

Spring 3 (DNP Project V)

1. Review and approve DNP Project Conclusion (Chapter 4)
2. Approve presentation and final submission of DNP Products
 - i. Final DNP Project Presentation
 - ii. DNP Project Brief
 - iii. DNP Portfolio

DNP Project Procedures:

- A. The DNP Project will be individualized to the career focus of the DNP student. The DNP Project topic will be selected by the DNP student and approved by the DNP Faculty Project Mentor.
- B. Using evidence supporting the DNP project developed in Evidence Based Practice I (NURS 883), the student will continue to develop, refine, implement, and evaluate the DNP project. Courses listed below describe how each course is designed to ensure the student's DNP project meets the rigor required to earn a practice doctorate degree and how faculty guidance is offered to improve student success.

C. DNP students who do not have an approved DNP project proposal by the conclusion of NURS 873 DNP Project I may be required to successfully pass a January term intensive independent study to move to Spring DNP courses. Students who have not been successful in any of their DNP project courses will not be able to matriculate into the next DNP course until satisfactorily completed. Failure to complete these courses could result in delayed graduation or dismissal from the program.

D. **DNP Project Proposal Presentation** The student will develop and present the DNP Project Proposal to NURS 874 course faculty, the Faculty Project Mentor, second SON faculty member, and the Agency Mentor(s). Students will receive guidance from course faculty in the development of the proposal presentation.

Students should reference the DNP Project evaluation guidelines to be used by the DNP Project Team during the proposal and final presentation sessions. Students will present their DNP Project Proposals during NURS 874 DNP Project II: Planning and Development to the course faculty, the student's DNP Project Team (Faculty Mentor and second Faculty, and Agency Mentor, if desired). It is expected that all DNP Project Team members will be in attendance (live or virtual). The student is responsible for distributing an electronic copy of the written DNP Project proposal to course faculty, .

Typically, the student begins the presentation with a 20 to 30-minute presentation of the proposed DNP Project. In the ensuing discussion, team members may question the student about aspects of the project as well as relevant clinical and methodological considerations. The proposal presentation should be viewed as a working session, during which differences of opinion can be resolved. Team members' suggestions serve to insure the project's feasibility, clinical relevance, and quality.

E. **DNP Project Proposal Approval Process** It is the student's responsibility to bring the DNP Project Proposal Evaluation Rubric and the DNP Project Proposal Approval Form to the DNP Project Proposal presentation. The student gives these documents to the DNP Faculty Mentor at the beginning of the session. Once the project is approved, the student submits the signed DNP Project Proposal Approval form to the SON Director of the Graduate Programs and uploads it to Project Concert.

If the DNP Project Team judges 1) the DNP Project Proposal to be so unsatisfactory in execution that making it acceptable would virtually require starting over, or 2) the student does not submit and defend the required changes or additions by the agreed-upon date, or 3) the team judges the submitted changes or additions to be unsatisfactory, the team may report that the student has not passed the DNP Project Proposal written and oral presentation and may recommend dismissal from the program. In such a situation, the team should submit a written report detailing the rationale for the recommendation to the Director of Graduate Programs who will meet with the student and the Associate Dean of Academic Affairs and Practice Initiatives to determine next steps. A student may have up to three opportunities to successfully defend their proposal.

F. **Institutional Review Board Approval.** In most cases the DNP project involves the use of primary or secondary data about human subjects, therefore both administrative approval and human study approval must be obtained before data collection begins. Before beginning data collection (or analysis of pre-existing data), the student must assure the protection of

human rights by completing appropriate training during as outlined by the UD Institutional Review Board. Every proposal must be judged by the IRB to conform to 45 CFR 46: The Federal Regulations Governing Human Experimentation, or to be exempt from those regulations according to criteria set forth in the regulations.

Information and forms for IRB approval are available at the UD IRB website: <http://www1.udel.edu/research/preparing/irbnet-ataglance.html>. Prior to submitting a proposal to the IRB each investigator must complete IRB Training which is required to be updated every three years. <http://www1.udel.edu/research/training/training-human-subjects-research.html>. The DNP Faculty Project Mentor is jointly responsible with the student for the accuracy of the information provided on any Human Subject Review Form and must co-sign the Institutional Review Board forms with the student. Procedures and time delay in obtaining administrative and research review clearance vary with the type of project.

Institutional Review Boards meeting schedules are posted on their web site. Students are required to close all studies with the respective IRB prior to graduation.

DNP PRODUCTS

A. DNP Project Brief

The DNP Project Brief is a thorough and comprehensive, yet succinctly written, overview of the DNP Project's scope, literature review, methods, results, and implications. The SON requires that DNP Projects Brief be written according to the format established for DNP Project Brief.

Working with the UD Writing Center and/or hiring a professional editor may be required to ensure the quality of writing is consistent with the anticipated level of doctoral level scholarship.

When the DNP Faculty Project Mentor determines that the final draft DNP Project brief is ready for distribution to the team, the student will distribute an electronic and/or hard copy to the DNP Project Team members. Team members will have three weeks from the distribution date to thoroughly critique the DNP Project brief and provide (to both the student and the DNP Faculty Mentor) written feedback either electronically or written hard copy. If written hard copy feedback is provided, the team member is responsible for ensuring its legibility and for arranging delivery and/or pick up. Team members have the responsibility to read the DNP Project in the allotted time.

Organization of the DNP Project brief is provided below. Once written students must follow the University of Delaware requirements for formatting and submission of the DNP Project Brief to the Graduate College. Students should access and follow the University of Delaware instructions for preparation and submission of a dissertation.

DNP Project Brief Contents: (30-page limit, double spaced – exclusive of references and appendices)

Title Page with copyright

Abstract (Maximum of 350 words)

Table of Contents

Section I Introduction (5-10 pages)

Introduction Background PICOT question

Theoretical framework

Section II Review of the Literature (10-15 pages)

Search

Review and Synthesis

Project Recommendation

Section III Methods (5-8 pages)

Setting

Participants

Implementation Plan

Project Timeline

Ethical Considerations

Data Collection

Data Analysis

Project Evaluation

Project Budget

Project Close Out

Dissemination Plan

Section IV: Results (5-8 pages)

Interpretation of Findings

Results & Statistics

Section V: Conclusion (5-8 pages)

Discussion Limitations

Sustainability of the project

Significance of the project to health policy, leadership, and/or organizational change

Implications for advanced practice

Dissemination

References

Appendices: Measures, Human Subjects Approval and Consent forms if required/appropriate, Tables, Figures, DNP Project Presentation PowerPoint, Copy of Guidelines for Authors for the selected publication venue.

B. Final DNP Project Presentation

When the DNP Project Brief is written and the Faculty Project Mentor and course faculty for NURS 910 and NURS 9XX: Evaluation and Dissemination agree the work is ready for presentation, the student will distribute the finished copy of the DNP Project Brief to the Team Members and to arrange a location, a date, and a time (usually two hours) that are satisfactory to all Team members for a review of the DNP Project. The student must contact the SON of the Graduate Programs and Academic Support Coordinator with their intent to schedule the presentation of the project brief, so that other faculty and the Associate Dean of the School of Nursing can attend.

The student will allow at least two weeks between distribution of the finished copy of the DNP project brief and the scheduled presentation to allow Team members to read the work critically. Team members have the responsibility to inform the student of the time necessary and to read the DNP Project Brief in the agreed-upon time.

Format and Procedures of the Final DNP Project Presentation

Typically, the student begins the DNP Project Presentation with a presentation of the DNP project, including aims, evidence for the project, methods, findings, limitations, and implications.

In the ensuing discussion, DNP Project Team members may question the student about any aspect of the project itself and the relevant clinical and methodological considerations. The Faculty Project Mentor may invite members of the audience to ask questions or make comments but is not required to do so. After this public session, the student and the audience are asked to leave the room while the DNP Project Team critiques the DNP project presentation, identifies any changes or additional work to be done, and determines the outcome of the DNP project presentation. The student is then invited back into the room and is informed of the result.

The DNP Project Team discusses with the student any changes or additional work to be done and establishes a time by which such changes or additions are to be submitted. If the changes or additions are minor, committee members will usually, as a matter of convenience, sign the title page and the DNP Final Project form.

The DNP Faculty Project Mentor, however, will not sign, date, or submit either form or return the signed title page to the student until all changes or additions have been submitted and found

acceptable. If major changes or additions to the DNP project are required, a date will be established for submission.

Reporting the Results of the DNP Project Presentation

When the student has passed the DNP Project Presentation and all required changes or additions have been made and judged satisfactory by the DNP Faculty Project Mentor, the signed and dated title page to be included in copies of the DNP project will be given to the student. The DNP Faculty Project Mentor also submits to the Director of Graduate Programs and the Associate Dean for Academic Affairs and Practice Initiatives. The Associate Dean adds their signature to the form then returns the DNP project Approval Sheet to the School's Registrar and the Director of Graduate Programs.

In the event the DNP Project Team judges 1) the DNP Project Presentation to be so unsatisfactory in execution that making it acceptable would virtually require starting over, or 2) the student does not submit and defend the required changes or additions by the agreed-upon date, or 3) the team finds the submitted changes or additions to be unsatisfactory, the team may report that the student has not passed the DNP Presentation and may recommend the Doctor of Nursing Practice Degree not be awarded. In such a situation, the DNP Team should submit to the Director of Graduate Programs and the Associate Dean a written report on the DNP Project Presentation and Brief with a detailed rationale for the recommendation. The student will meet with the Faculty Project Mentor, the Director of Graduate Programs and the Associate Dean for Education and Practice to review the issues and formulate a plan for next steps.

C. DNP Project Brief

A brief of publishable quality is an encouraged final product of the DNP Project but is optional. Students are not required to submit the brief, although they may choose to do so after consulting with their DNP Faculty Project Mentor. Students are required to identify and provide the name of a suitable journal (based on journal scope and readership) and to provide a copy of and follow the author guidelines set forth by that journal. Students may align their brief with the Standards for Quality Improvement Reporting Excellence (SQUIRE) Guidelines (see [_](#)) or as an integrative review, or both.

The First author must always be the student. Faculty and Agency Mentors who made significant contributions to the DNP Project development and implementation may be second and third authors, but this is not required, and the final decision is made by the student.

D. DNP E-Portfolio

The DNP E-portfolio is a collection of documents designed to demonstrate the DNP student's professional development. The DNP E-portfolio should demonstrate the DNP student's synthesis of knowledge from nursing theory and science, population health inquiry, advanced practice, leadership, innovation and informatics using an online format. The DNP E-Portfolio should include evidence of learning including self-reflection, self-evaluation, preceptor evaluations of clinical competence, peer and professor evaluation of student authored papers and projects that demonstrate evidence of the application of principles of advanced practice addressing each of the eight AACN DNP Essentials.

For each DNP program outcome, students will submit a well-written reflective narrative that documents how the artifacts submitted and the courses in which the artifacts were produced

contribute to meeting the outcome. The reflective narrative should be uploaded into the appropriate outcome folder within the DNP e-Portfolio in Project Concert. Portfolio development continues throughout the curriculum, culminating in the DNP final presentation.

Guidelines for Completing the DNP e-Portfolio

For each DNP program outcome, students should submit a well-written reflective narrative that documents how the artifacts submitted, and the courses in which the artifacts were produced, contributed to meeting the outcome. The reflective narrative should be uploaded into the appropriate outcome folder within the E-Portfolio.

DNP E-Portfolio contents include:

1. Self-assessment of key competencies and essentials for DNP graduates.
2. Summary/Introductory page with photo, brief bio, and pertinent other information
3. Narrative journal of scholarly growth, addressing the Student Learning Objectives (SLOs), and the eight DNP Essentials
4. Five -year professional plan
5. Scholarly papers & presentations from each course that meet one or more of the eight
6. DNP Essentials, SLOs and Concentration competencies
7. Summary of practicum encounters including hours, practicum site descriptions, populations served, skills attained and preceptor evaluation
8. DNP Project Brief
9. DNP PowerPoint for DNP Project Final Presentation
10. DNP Project Brief
11. Written summary statement outlining the attainment of goals and competencies and how the student has “changed as a result of this program”.
12. Curriculum Vitae
13. Certifications, Licenses, Awards

DNP Student Evaluation for Graduation

Along with the University of Delaware Application for Advanced Degree, each DNP student will complete submit a DNP Student Evaluation for Graduation checklist reporting:

- A. Date each DNP Product was successfully completed with the signature of appropriate faculty overseeing this work.
- B. Completion of 1,000 hours of supervised practicum with the signature of the Director of Graduate Programs
- C. Completion of all courses required for the degree with a grade of B- or higher
- D. GPA 3.0 minimum
- E. Submission of DNP brief to the Graduate College

Failure to successfully fulfill any of the above will result in the Doctor of Nursing Practice degree not being awarded to the student that semester.

Certification that the student has completed all coursework and assignments is required to earn the Doctor of Nursing Practice degree is evaluated by the SON Director of Graduate Programs. The Director of Graduate Programs will present this certification with the Application for Advanced Degree to the Associate Dean for Education and Practice with a recommendation that the Doctor of Nursing Practice degree be awarded to the student. The Application for Advance Degree is then sent to the Graduate College for approval.

DNP Project Plan (Full Time Student)

Semester	Course	Student Deliverable(s)	Faculty Project Mentor role	JHN EBP model (PET)	
Summer Y1			FPM Assigned		
Fall Y1	NURS 881: Pop Health I	Paper on a population problem	Discussion of clinical problem/practice question and site	Problem in concept	
Summer Y1	NURS 883: EBP1: EBP Methods	Problem identification & significance PICO Approved Evidence searched	Approval of PICOT & Chapter 1	Problem finalized	
Fall Y2	NURS 873: DNP Project I: Problem Identification	Chapters 2 of brief Final & complete evidence search & synthesis	Approve Ch 2 Identify site/mentor	Evidence	
Spring Y2	NURS 886: EBP1I: Translation	Ch 3 draft IRB draft	Review translation methods/details	Translation (theory)	
Spring Y2	NURS 874: DNP Project II: Planning & Development	Project Proposal presentation IRB Ch 1, 2, 3 of brief	Approve project proposal Approve IRB Approve Ch 1, 2 & 3	Translation plan	
Fall Y3	NURS 900: Project III: Implementation	Ch 4 (draft)	Ensure progress & fidelity	Translation implementation	NURS 870 this semester for FT students, w/deliverable of a draft brief

Winter and Spring Y3	NURS 910 and NURS 9XX: DNP Project IV and V: Evaluation & Dissemination	Ch 4& 5 Dissemination Final project presentation Brief to Grad Office	Approve final presentation Approve project brief	Translation evaluation	
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Doctor of Philosophy (PhD in Nursing Science Program)

Statement of Purpose and Expectation of Graduate Study in Program

The University of Delaware, School of Nursing PhD in Nursing Science program prepares researchers and academic faculty for positions in college, university, and health care settings. Graduates are prepared to advance the art and science of nursing and to assume leadership positions in the profession. They will take responsibility for shaping and advancing healthcare, with a goal of improving individual, family and population health through the integration of theory, research, and evidence-based practice.

The PhD in Nursing Science Program emphasizes specific areas of study in which nursing makes a significant contribution towards health. These areas are defined by the research expertise of faculty in the context of interdisciplinary resources available at the University of Delaware and Delaware Health Sciences Alliance campuses and the local, national and international communities. Graduates are prepared to collaborate with other scientists and health professionals to contribute to the development of knowledge. The breadth of focus of the PhD in Nursing Science curriculum ranges from nursing research in the bio-behavioral sciences to health services.

Degree Offered

The degree awarded to those who complete this program will be a Doctor of Philosophy (PhD) in Nursing Science. Students may apply to the program either as a post Bachelor's of Science in Nursing or post-Master's student.

PhD in Nursing Science Program Outcomes

1. Generate new knowledge through research and theory testing;
2. Reflect a nursing and interdisciplinary perspective in research and scholarly endeavors;
3. Evaluate the relationship of the expanded knowledge base in nursing and external forces (i.e., economic, demographic, political, cultural) on the provision of health care to society, the education of nurses, and the development of health policy;
4. Contribute to solutions that advance health care in a culturally diverse society through communication of knowledge to the intra- and interdisciplinary scientific communities and the community-at-large;
5. Examine ways in which nursing knowledge and practice are related to and influenced by historical developments, philosophical thought, and cultural diversity.

Curriculum Map of PhD in Nursing Science Courses with Program Outcomes

PhD Courses	Outcome#1	Outcome#2	Outcome#3	Outcome#4	Outcome #5
NURS 810	X	X			X
NURS 801	X	X	X	X	X
NURS 813*		X	X	X	X
NURS 814	X	X		X	
NURS 816./EDUC850	X	X		X	X
NURS 844*	X	X		X	X
NURS 849		X	X		X
NURS 870	X	X		X	
NURS 843		X	X	X	X
NURS 881*		X	X	X	X
NURS 891			X	X	
NURS 892	X	X			X
Statistics electives	X	X			
Methodology elective	X	X			
Cognate electives		X	X	X	
NURS 964	X	X	X	X	X
NURS 969	X	X	X	X	X

*Required only in BSN-to-PhD program

Admission to the PhD in Nursing Science Program

Applicants must submit all the following items directly to the Graduate College using the online admission process before admission can be considered:

A \$75 nonrefundable application fee must be submitted with the application. Applications received without the application fee will not be processed. Refer to the Graduate College for acceptable forms of payment. Applicants must submit essays to specific questions asked on the application, a resume and a personal statement.

Applicants must submit at least three letters of recommendation. At least one letter of recommendation must be from a prior educator. All letters of recommendation can be uploaded as part of the online application. Applicants who meet admission criteria maybe invited to interview with the Director of Graduate Programs and faculty of the SON PhD Program

The online application requires the applicant to submit one unofficial scanned copy of your transcript or academic record from each school you have attended and earned (or will earn) a degree; If the rank of the student is not displayed on the transcript or diploma, the SON may request an official letter of explanation and ranking from the institution where the degree was earned.

For institutions outside of the United States that issue transcripts in a foreign language, a course-by-course English translation must be uploaded along with the original language document. Refer to <http://www.udel.edu/gradoffice/apply/transcript.html> for additional information.

Applicants who previously attended the University of Delaware should go to the UD Registrar's page to print an unofficial undergraduate transcript and upload into their graduate application.

International applicants are directed to specific instructions regarding the online application process related to transcripts/diplomas/certificates and the GPA calculator on the Graduate College webpage. The same webpage provides instructions for finalizing your documents once you have received a letter of conditional acceptance. It is essential to comply with the process outlined by the Graduate College.

If an offer of admission is made, UD Graduate students must provide their official, final transcripts before the first day of graduate-level classes. All international transcripts must be accompanied by a degree certificate showing the title earned and the date awarded.

International students must complete required testing, per the Office of International Student and Scholar Services (OISS) guidelines, including requirements focused on demonstrating satisfactory level of English proficiency. Specific information regarding English language proficiency test scores can be found [here](#). OISS will also guide students through the process of obtaining a student visa and with local housing, when needed. Information for international students from OISS can be found [here](#).
<https://www.udel.edu/academics/colleges/grad/prospective-students/grad-admissions/test-scores/>

6.

All new international students are required to attend the orientation day, offered by the Center for Global Programs and Services, which takes place before classes begin.

All students are required to comply with the University of Delaware Student Health Services' Immunization requirements before beginning classes, unless granted a waiver by the Student Health Services. Please refer to specific requirements on the Student Health Services webpage at <https://sites.udel.edu/studenthealth/immunization-and-medical-history/>.

Expected Minimum Requirements for Admission

Admission decisions will be made by the School of Nursing Graduate Program Director and interviewing faculty. Students will be admitted to the program based on enrollment availability, identification of an appropriate and available committee advisor and their ability to meet the following minimum recommended entrance requirements. There are two pathways to admission to the PhD program: applicants may enter either with a baccalaureate degree in nursing or with a master's degree in nursing or other health related discipline.

- A baccalaureate in nursing degree from an accredited college or university if entering the BSN to PhD track.
- A master's degree in nursing (or other health related discipline, e.g. health administration) from an accredited college or university if entering the master's to PhD track.
- An undergraduate GPA of 3.0 or higher; and/or a master's degree GPA of 3.5 or higher.
- A written statement of goals and objectives that clearly identifies the applicant's research and curriculum interests and explains how admission to the program will facilitate his or her professional objectives. The statement should indicate how the applicant's research interest aligns with the research expertise of a SON faculty member. One of the personal statement application questions will solicit this information.
- Three letters of recommendation from an academic, employer and/or other professional source who can address the scholarship potential of the applicant. All letters of recommendation should be uploaded by each reference person to the Graduate College online application website.
- Official results from the TOEFL or IELTS exam taken within the last 2 years (for non-native English-speaking applicants only)
- A curriculum vitae or resume
- U.S. applicants must be licensed as a Registered Nurse in Delaware or in-home state of residency. International applicants must be licensed as Registered Nurses or the equivalent in their country of origin at the time of application. Applicants will submit copies of their nursing license or equivalent from their country of origin. If applicant requesting assistantship, they must have a valid U.S. Registered Nurse license to apply.
- An interview with the Director of Graduate Programs and/or PhD faculty member(s) is required prior to admission.
- All students are expected to demonstrate competence in oral and written communication.
- A critical writing sample: This sample should demonstrate the student's ability to critique and synthesize the literature on a specific topic related to his/her dissertation research area of interest. One of the personal statement application questions will solicit this information.
- Knowledge of statistics is expected. Completion of a master's level statistics course in the last five years is required. If students need to complete a statistics course to meet this requirement, but meet all other admission criteria, provisional admission may be granted with the condition that they enroll in an appropriate master's level statistics course before beginning PhD in Nursing Science coursework.

Degree Requirements for the Doctor of Philosophy in Nursing

The Doctor of Philosophy in Nursing Science requires 62 credits including 53 credits of graduate level coursework and 9 credits of dissertation if entering post BSN. Post master's students are required to take 50 credits, which includes the 9 credits of dissertation. Students who wish to transfer credits earned at another institution are referred to the Graduate College's policy at <https://grad.udel.edu/policies/>. The coursework will be specified in the student's plan

of study can be found in the University of Delaware Graduate Course Catalog [here](#) and must include the following:

Courses

Core Courses (16 credits):

NURS 810: Philosophical and Theoretical Basis of Nursing Science (3)
NURS843: Policy and Finance for Healthcare Delivery (3)
NURS849: Philosophy, Theory & Curriculum in Nursing Education (3)
NURS 801: Interdisciplinary Scientist
NURS 870: Writing for Dissemination (2)
NURS 891: Teaching Practicum (see description below)

Research/Methods/Analysis Courses (19 credits):

Statistics from BHAN, EDUC, PSYCH, SOC, STAT
(6)
NURS 814: Advanced Quantitative Research in Nursing Science (3)
NURS 816: Advanced Qualitative Research in Nursing Science (3) or
EDUC850: Qualitative Research in Educational Settings
NURS 892 Research Practicum (see description below)
Research Methodology Course (3)
Course offered by other departments, relevant to student's research focus

Cognates (6-9 credits):

Electives are taken to build substantive knowledge in the area of dissertation topic. Electives are intended to enhance and broaden the student's scholarly involvement, build an inter-professional team of advisors, and build toward successful completion of the dissertation. To acquire interdisciplinary knowledge and skills, at least 6 credits of total cognate requirements must be taken in departments outside of nursing. Post-master's students take at least 6 credits and post-BSN students take at least 9 credits of cognate coursework.

Post-BSN Bridge Coursework (12 credits):

For BSN to PhD students, the following four bridge courses are taken in the first year of the program:

- STAT 608: Statistical Research Methods (3 credits)
- NURS 813: Leadership & Innovation in Population Health (3 credits)
- NURS 844: Population Healthcare Informatics (3 credits)
- NURS 881: Population Health I (3 credits)

NURS891: Teaching Practicum (3 credits):

Students who do not have experience teaching in an academic nursing program beyond adjunct clinical teaching are required to complete 3 credits in an independent study teaching practicum. One credit hour for 15 weeks of independent study represents 3-4 hours per week of supervised and/or independent practice, which computes to 45-60 hours/semester/credit hour. Students will register for NURS 891: Teaching Practicum. Teaching practicum mentors may be, but are not required to be, UD SON faculty.

PhD students who have experience in an academic setting including both classroom and clinical instruction are eligible to apply for a waiver. Your academic advisor/dissertation chair can use the Course Substitution Form to submit a course waiver for a student's degree requirement, found [here](#). They are required to document their academic teaching activities when they apply for the waiver.

NURS892: Research Practicum (3 credits):

Students are required to complete 3 credits in a research practicum. One credit hour for 15 weeks of independent study represents 3-4 hours per week of supervised and/or independent practice, which computes to 45-60 hours/semester/credit hour. Students will register for NURS 892. Students may divide the 3 credits over several semesters. Research practicum mentors may be, but are not required to be, UD SON faculty.

NURS 964: Pre-Candidacy Study (0-12P/F)

Research and readings in preparation of dissertation topic and/or comprehensive examination for doctoral students before admission to candidacy but after completion of all required course work. Nurs964 credits convert to Nurs969 credits if the student admitted to candidacy before the end of the free drop/add period of the next semester.

Dissertation (9 credits):

NURS 969: Doctoral Dissertation (9)

NURS 999: Dissertation Sustaining (to maintain continuous enrollment in regular semesters or in semester of graduation when dissertation work extends beyond semesters in which 9 credits of NURS 969 were completed)

Complete Plans of Study for Post-BSN Full- and Part-time and Post-MSN Full- and Part-time PhD programs are presented in Appendix D.

Planned Program of Study and Revisions

Students will be assigned a plan of study upon admission, which can be altered/updated with the guidance of their faculty advisor and approval by the Director of the Graduate Programs. Potential for transfer of credit and course substitutions will be evaluated on an individual basis by the Director of Graduate Programs. After approval of the plan of study, students may need to alter their plan due to change of research focus, new course offerings, scheduling conflicts, or other extenuating circumstances. Students who wish to make changes in their plan of study must first obtain approval from their academic advisor and then the Director of Graduate Programs.

Non-Coursework Requirements

Residency Requirements

At least three academic years of graduate work are normally required for the Ph.D. degree. At least one continuous academic year must be devoted exclusively to full-time study (6 credit hours per semester) in the major field in residence at the University of Delaware. This residency requirement may be fulfilled using a fall and spring semester combination or a spring and fall semester combination, but summer or winter sessions do not meet the qualification. Course credit earned in a master's program at the University of Delaware may be applied toward the doctoral degree residency requirement if the candidate is receiving both degrees from the University in the same major field.

English Proficiency

It is required that all students in the program be proficient in both the verbal and written English language.

University Code of Conduct and Academic Honesty

Students are expected to adhere to the University of Delaware Code of Conduct. Violations may result in immediate dismissal from the program. Policies on academic honesty can be found at <http://www1.udel.edu/stuguide/19-20/code.html>

Faculty Advisor and Advisement

Faculty members advise students whose background, goals and objectives are compatible with their own research and funding. The student should identify an advisor with similar research interests to assist in guiding the development of their program of study. The student should then meet with the SON Graduate Program Director to discuss this plan for approval. Once approved, the student should contact the faculty member for advisement, and the faculty member needs to officially accept by emailing the Graduate Program Director and Academic Support Coordinator, so this can be updated in UDSIS and Project Concert. The faculty member serving as advisor accepts responsibility for oversight of the student's academic progress in the program.

The PhD in Nursing Science Program will include a Faculty Advisor/Student Annual Review Period from March 1-31 of each year. The annual review is an opportunity for students to meet with their advisor to discuss their progress over the last academic year and plan their program of study for the next year. Due dates for annual review documentation are as follows:

- March 1: Student submits annual report of academic progress in Project Concert. Students should include details on their academic progress, completion of required forms, awards and honors, conferences, presentations, publications, service activities, creative activities, funding activities, employment and job placement.
- March 1– March 31: Faculty advisor meets with student to plan the student's upcoming academic year's coursework, scholarly goals, and program progression.
- March 31: Faculty Advisor completes final reviews of student records and advisor sections (e.g., advising summary, rating of student progress, date of advising) in Project Concert, then PhD Director reviews and signs plan or returns to student and

advisor for revision.

If during a student's academic program, the advisor is unable or unwilling to continue as advisor, the student will discuss options for a new advisor with the Director of Graduate Programs the new advisor must be identified within 6 months for the student to be considered making satisfactory progress toward the degree.

Students may also elect to switch to a different advisor at any time with the approval of the SON Director of Graduate Programs and with the consent of the new faculty advisor. This change in advisor and/or committee members, should be reported by completing the Request to Change Dissertation or Education Leadership Portfolio Committee [form](#) on the University of Delaware Graduate College website. Once this form is completed with the appropriate signatures obtained, the completed form should be sent to the SON Director of Graduate Programs, the SON Academic Support Coordinator and the Graduate College. Finally, the completed form should be uploaded to Project Concert. Switching advisors does not change the deadlines for completing the requirements for a degree.

Establishment of Dissertation Committee

The student will select a dissertation chair upon approval of the academic advisor (who may be the same) and with approval of the Director of Graduate Programs. The student and his/her dissertation chair will create a dissertation committee at the time the student begins to develop the dissertation proposal.

The dissertation committee shall include at least three university faculty members from within the Nursing Science program, and one member from outside of the program. The dissertation chair must be a faculty member in the SON, and at least one committee member must be from outside the SON with the approval of the Director of Graduate Programs. All PhD dissertation committee members must hold a doctoral degree.

Faculty who have retired or resigned from the university may maintain committee membership or continue to chair committees of students whose work began under their direction prior to their retirement or departure from the university. Faculty who do not have regular faculty status may co-chair the dissertation committee provided that the other co-chair meets the definition for regular faculty status.

Outside committee members must hold a doctoral degree and may include individuals not affiliated with the University of Delaware SON. These individuals from outside of the University maybe nationally recognized for their expertise in the content or methodology of the dissertation research. The SON Director of Graduate Programs must approve dissertation committee members from outside of the SON and from outside the University.

Once all committee members have been identified, the student will need to complete the Dissertation Committee Confirmation form, found on the University of Delaware Graduate College website, under Graduate Forms. A copy of this form can be found [here](#). The completed form should be sent to the SON Director of Graduate Programs, SON Academic Support Coordinator and the Graduate College. In addition, the student needs to upload the completed form to Project Concert.

Departmental and Student Procedures for Changes in Committee Members

It is expected that the student will have a proposal that develops during the course of study. If the research focus varies significantly from the original plan, or in the case of other extenuating

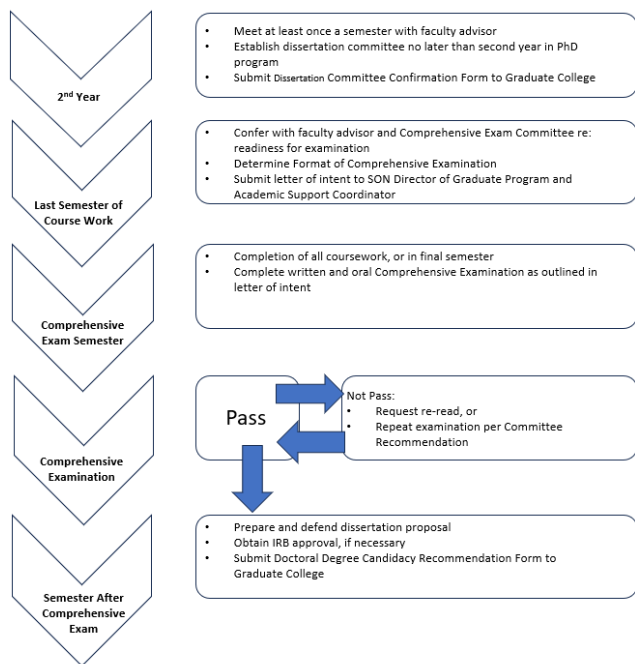
circumstances, students may request to change their dissertation committee chair and committee members. The dissertation chair can only be changed with approval of both the current and prospective dissertation chair and the Director of Graduate Programs. Other members of the committee may change due to various extenuating circumstances. It is the responsibility of the student in conjunction with the dissertation chair to replace members who withdraw from the committee during the dissertation process.

If a change needs to occur in the dissertation committee, the student needs to complete the Request to Change Dissertation or Education Leadership Portfolio Committee form, found at the University of Delaware Graduate College website. A copy of this form can be found [here](#). The completed form should be sent to the SON Director of Graduate Programs, SON Academic Support Coordinator and the Graduate College. In addition, the student needs to upload the completed form to Project Concert.

Process and Procedures for Comprehensive Examination

Comprehensive Examination

At the completion of all course work and teaching/research practicums, a written and oral comprehensive examination will evaluate knowledge in three areas of content. These areas include core course content, research methods and analysis, and area of cognate concentration. Successful completion of the comprehensive examination, as determined by your dissertation advisor and other SON members of your dissertation committee is required prior to scheduling the dissertation proposal defense.



Definition and Scope of Comprehensive Examination

The purpose of the Comprehensive Examination is to evaluate the student's 1) mastery of knowledge essential for conducting research and knowledge of specific substantive area, 2) ability to integrate and synthesize ideas across theoretical, methodological, and substantive areas, and 3) readiness to develop the dissertation research proposal. The Comprehensive Examination includes a written and oral component, distinct from the written and oral dissertation proposal defense. Satisfactory completion of the comprehensive exam is required before the dissertation proposal may be defended and the student admitted to candidacy.

Format of the Comprehensive Examination

The student, with approval of their faculty advisor/dissertation committee chair and dissertation committee members, selects one of the following formats for the written examination:

1. Completion and submission of a research proposal for external funding;
2. Publishable scholarly paper, in the form of a concept analysis, or state of the science paper related to the student's substantive area;
3. Written answers to committee-developed questions that address theory and modes of inquiry, research methods, substantive area of interest, and proposed dissertation research area.

Additional detail on each format is provide in later sections.

Comprehensive Examination Committee

The student's faculty advisor will lead the Comprehensive Exam committee. Two members of the SON faculty who have agreed to serve on the student's dissertation committee will also serve on the Comprehensive Exam committee.

Readiness for the Doctoral Comprehensive Examination

Students take their Comprehensive Exam during their last semester of coursework or during the semester immediately following completion of coursework. The Comprehensive Exam may be scheduled in the same semester the student is enrolled in, NURS 870 Writing for dissemination, and NURS 964: Pre-Candidacy Study. All other PhD core, research/methods/analysis, and cognate course requirements, including any outstanding incomplete grades, must be completed before students are eligible to take the written comprehensive examination.

During the semester **preceding** the Comprehensive Exam semester:

- The student meets with their faculty advisor to plan the timing and format of the Comprehensive Exam. Students are encouraged to confer with their faculty advisor regularly throughout their program of coursework about options for the Comprehensive Exam.
- The faculty advisor will call the initial meeting of the committee to meet with the student to explore their level of preparedness. Students are expected to provide committee members with written documentation of their preparedness at least a week before the interview (e.g., courses taken), including the Specific Aims page of their proposed dissertation or the equivalent detailing their proposed dissertation research. The faculty advisor and committee members must approve the format of the Comprehensive Examination and the topic addressed in Option 1 or Option 2 below.
- The student may meet with the committee to review an outline and draft of the proposal or scholarly paper.
- The faculty advisor notifies the Director of Graduate Programs of the format and schedule planned for the student's Comprehensive Exam.

Written Comprehensive Examination

Option 1: Research proposal for external funding. A research proposal in the format of, or similar to, a NIH grant that will be submitted for external funding, may serve to satisfy the requirements of the written Comprehensive Exam. The proposal is expected to include the major sections required in a NIH grant proposal (e.g. Specific Aims, Research Strategy, References, Biographical Sketch, Budget, Budget Justification, Protection of Human Subjects, and if appropriate, Training Plan and Letters of Support), although the faculty advisor and committee members have the discretion to approve a research proposal of comparable rigor that does not include the full complement of NIH proposal requirements. The intent is that the research proposal will be further refined and revised, submitted for funding, and developed into the Dissertation Proposal.

Option 2: Publishable Scholarly Paper. A scholarly paper, such as a formal concept analysis, or substantive state of the science review in the area of interest identified for dissertation research, may serve to satisfy the requirements of the written Comprehensive Exam. Students should follow established and published methods specific to the type of manuscript written. This manuscript must be of publishable quality and may serve to partially fulfill the requirements for the manuscript option dissertation. The manuscript may not have been published, or submitted for publication, to meet criteria for Option 2 of the Comprehensive Exam.

For both Options 1 and 2, most of one semester is permitted to write these documents. During the Comprehensive Exam semester, the student may seek advice from their faculty advisor about the process and timeline of completing the examination. Together, the student and faculty advisor will develop a schedule for submission and review of designated sections of either document. **The schedule and specific deliverables will be documented on the Comprehensive Examination Contract (Form A in Appendix C).**

Option 3: Traditional take-home exam. The faculty advisor will act as the comprehensive exam chair, along with SON committee members, will prepare questions for the take-home exam. The faculty advisor ensures the following areas are addressed in the questions: nursing and healthcare theory analysis and development, research methods and analysis, and substantive/cognate area of interest.

The faculty advisor is responsible for delivering the examination to the student at the agreed upon date and time as a Word document in either hard copy or email attachment. Upon receiving the exam questions, the student is provided an opportunity to clarify with their faculty advisor the intent of the questions. Following that initial clarification, the student must complete the exam without further discussion within **two weeks** of exam distribution.

Oral Examination

The oral component of the Comprehensive Examination is an in-depth discussion between the student and the committee to provide the opportunity for the student to defend and address any weaknesses in the written exam. In preparation for the oral exam, and following submission of the written exam, the student may request feedback from their advisor to prepare for the oral exam. The faculty advisor and committee members may suggest issues for the student to consider. The oral exam shall be scheduled for a **two-hour period** to allow adequate time for committee discussion and deliberation. On the day of the examination, the students and committee meet in a private and pre-arranged location. The committee will pose questions that require the student to clarify and expand on content in the written exam. The student is then asked to wait outside the room during the committee discussion, led by the committee chair. The oral exam concludes with the student invited back to the room and delivery of the committee decision.

Students are encouraged to take both written and oral comprehensive exams in the same semester. The oral examination must be scheduled within a **four-week period** following completion of the written examination. Faculty will have at least **two weeks** to read the written examination prior to the oral exam. The oral exam must be held prior to the last class day of the semester in which the student is enrolled. Both the written and oral exam must be held when UD is in session, which does include summer and winter sessions.

Successful Completion of the Comprehensive Examination

The written exam and oral defense must be judged by three committee members to have met the purpose of the Comprehensive Exam. The outcome of examinations is determined by majority vote. There are four possible outcomes: Pass with distinction, Pass, Conditional Outcome, Fail. The chair must notify the Director of Graduate Programs of the outcome.

If the committee is satisfied with the quality of the work, the student will receive a grade of Pass with distinction or Pass. Successful completion of the Comprehensive Examination shall be recorded on the SON Comprehensive Examination Results Form (Form B in Appendix C). Successful completion of both the written and oral Comprehensive Examination is required before the dissertation proposal may be defended.

If Conditional Outcome is determined, the student is informed in person at the conclusion of the oral examination meeting and the committee chair will provide a written evaluation within **one week** of initial notification. Students receiving this grade will be required to complete additional work within **two months** of formal notification of the committee's decision. At the committee's discretion, the student may be asked to take additional coursework, revise portions of the written exam, or produce other scholarly work. The committee will also determine the need for an additional oral examination.

If the committee is not satisfied with the quality of the work, the student will receive a grade of Fail. This determination will be explained at the conclusion of the oral examination meeting and the committee chair will provide a written evaluation within one week of initial notification.

Students who fail the Comprehensive Examination may request a re-reading from the original examination committee. This request is to be submitted within 14 days of the student receiving the detailed written evaluation. If the grade is failing after the re-read, the Director of the Graduate Program should be informed to review the student's academic progress to date and make recommendations.

Repeat Examinations

Successful passing of the written and oral examination is required prior to scheduling the dissertation proposal defense. Only one repeat of the Comprehensive Examination is permitted. The committee will decide whether all parts or just the failed parts should be reexamined. The repeated Comprehensive Exam may not be scheduled in the same semester in which the failed examination occurred. The time and manner of the second examination will be determined by the committee and will be stated in writing and given to the student. The student who fails a repeat examination or fails to take the repeat examination as directed by the committee shall be dismissed from the program.

Guidelines for Approving Research Proposals Involving Human or Animal Subjects

Students are required to complete Human Subjects training prior to conducting research. Information about developing consent forms and submitting studies for review by the IRB can be obtained from the UD Office of Research Web link: Human Subjects Review Board Protocol Review & Approval Procedures http://www.udel.edu/research/preparing/hum_ansub-protocolreview.htm

Commented [HK1]: @Graber, Jennifer should we include anything here about the process if a "fail" occurs for those on an assistantship? (ie. how long they can stay)

Commented [HK2R1]: @Graber, Jennifer so, I tried to find this at the Univ level and at the Grad College...I couldn't find anything...then I looked at other schools/programs here at UD...none of them have a grad college policy referenced and it seems they do their own thing. most of which is to involve the Director, who will make recommendations and inform the Grad College. Let me know what you think.

Procedures for Dissertation Approval in the School of Nursing

Defense of the Dissertation Proposal

A copy of the dissertation proposal must be available to faculty dissertation committee members at least two weeks in advance of the proposal defense. The dissertation proposal defense will be scheduled only after a majority of members of the dissertation committee have determined that a defense is appropriate. The candidate will present a summary of the proposed research, and will then field questions from the committee, attending faculty, and invited guests. After all questions have been fielded, the dissertation committee will meet privately to decide whether the proposal is accepted, rejected, or accepted with stipulations. A majority vote of the committee is required to accept the proposal. Results of the meeting will then be presented to the student. Committee members should sign the final copy of the approved proposal. A signed copy of the approved dissertation proposal should be forwarded to the Sr. Associate Dean for Nursing. The Sr. Associate Dean for Nursing signs the Doctoral Degree Candidacy Recommendation Form. This form can be found on the University of Delaware Graduate College website under Graduate Forms. A copy of this form can be found [here](#). Once completed with appropriate signatures, the student should send a copy of this form to the SON Director of the Graduate Programs, the SON Academic Support Coordinator and the Graduate College. In addition, the student should upload a copy of this form to Project Concert.

Dissertation Format

The format of the dissertation must adhere to guidelines specified in the University's Thesis and Dissertation Manual. Instructions are available electronically on the Web at <https://grad.udel.edu/policies/graduation-policies/#thesis-dissertation>

The dissertation must represent the candidate's own work and contribute original and significant knowledge to the field of nursing science. Two dissertation formats are appropriate: the traditional book style dissertation and the manuscript style dissertation. The best option depends on the type of research planned.

The dissertation format must be approved by the student's Dissertation Committee **no later than** the proposal defense. Deviation from this schedule will be considered on a case-by-case basis and requires approval from the dissertation committee and the Director of Graduate Programs.

The following table outlines the structure and content of the book style and manuscript style dissertation formats:

	Book style dissertation	Manuscript style dissertation
Chapter Requirements	Minimum of 5 chapters, may be more. Chapter 1: Introduction and Specific aims Chapter 2: Substantive review of the literature/conceptual framework Chapter 3: Methods Chapter 4: Results Chapter 5: Discussion	Minimum of 5 chapters, may be more. Chapter 1: Introduction Chapter 2: Manuscript 1 (may be Review of the Literature or other non-data-based manuscript) Chapter 3: Manuscript 2 (data-based manuscript pertaining to dissertation topic) Chapter 4: Manuscript 3 (MUST be manuscript of dissertation findings) Chapter 5: Summary chapter synthesizing conclusions, implications for practice and future research directions
Manuscript Requirements	None	Minimum of 3. At least two manuscripts must be data-based.
Manuscript Types	Not applicable	Data-based manuscripts may be, but are not limited to, results paper, psychometric testing, meta-analysis, meta-synthesis, and pilot study Other types of papers include, but are not limited to, systematic or integrative literature review, concept analysis, methods paper, theory development,

		clinical application of research results to practice
Manuscript Status	Not applicable	One manuscript must be submitted for publication or published before scheduling the dissertation defense.

		Two other manuscripts must be suitable for publication at the time of the dissertation defense.
Timing of Publication	Not applicable	Manuscripts must be submitted or published AFTER matriculation into the PhD program.
Authorship	<ul style="list-style-type: none"> • PhD candidate is sole author of the dissertation book • Authorship of manuscripts post dissertation should be discussed prior to graduation • Authorship should be based on contribution above and beyond reading dissertation drafts 	<ul style="list-style-type: none"> • PhD candidate is sole author of the dissertation book • PhD candidate must be first author of all dissertation manuscripts • Dissertation manuscripts may have co-authors • Authorship should be based on contribution above and beyond reading dissertation and/or manuscript drafts
References	End of each chapter PLUS comprehensive reference list	End of each chapter PLUS comprehensive reference list

Requirements for the Manuscript Dissertation

1. Each manuscript to be included in the dissertation must be substantially related to the topic of the dissertation and comparable in scope and contribution to the traditional dissertation.
2. Three manuscripts are required in the manuscript option, two of which must be data-based, and one of which must be submitted for publication before scheduling the dissertation defense. No more than two manuscripts to be submitted for the dissertation may be published or accepted for publication prior to proposal defense.
3. Each manuscript must be prepared under the supervision of at least one member of the dissertation committee and submitted for publication after matriculation into the PhD program.

4. The student must be the first author of all manuscripts included as a major component of the dissertation. Manuscripts on which the student is not the first author may be in the appendix and cited in Chapters 1-5 but will not be considered for meeting manuscript requirements.
5. Co-authorship on dissertation manuscripts should reflect actual contributions, not planned contribution prior to completing the scholarly work.
6. Potential content, authorship, target journals, and anticipated dates for submission of each paper will be agreed upon by the student and dissertation committee members at the proposal defense meeting. (See Form C in Appendix C) Changes to planned content must have committee approval and Form C must be revised to reflect the applicable changes.
7. All dissertation committee members must agree that papers not yet submitted at the time of the dissertation defense are ready for publication and comply with the plan set forth in Form C (Appendix C).
8. Papers submitted for publication prior to the final dissertation defense must have approval of all dissertation committee members to be included in the dissertation.
9. If a manuscript has already been published, the student needs to obtain permission from the publisher to include the final version in the dissertation.

Format of the Manuscript Dissertation

1. Manuscripts already published should be included in their entirety in manuscript form, not the published article form.
2. Manuscripts accepted, submitted, or to be submitted for publication should be written in the style, substance, and format of the target peer-reviewed journal.
3. Each dissertation manuscript should include an introductory page that includes the manuscript title, proposed or actual authorship and the contribution of each author (may use specific journal criteria or the International Council of Medical Journal Editors criteria), name of target journal, and anticipated status at time of the dissertation defense. This introductory page should include a statement that describes the journal focus and impact factor.
4. In-press manuscripts must include a copy of the acceptance notification at the end of the chapter.
5. Chapter 1 of the manuscript option dissertation serves as the Introduction to the entire dissertation book. It should include a description of the study problem and the purpose of the research, its significance, and the aims or research questions approved by the dissertation committee in the proposal defense. Chapter 1 should discuss the relationship of the manuscripts to each other and with the entire body of proposed research.
6. The review of literature, theoretical framework/model/theory, methods, and results can be described within the published/publishable papers. Each paper becomes a separate chapter of the dissertation and clearly links to one or more aims of the dissertation research. Additional chapters may be needed if the dissertation manuscripts fail to address all study aims and questions.
7. A final dissertation chapter should summarize three manuscripts, synthesize the findings for all study aims, interpret the contribution to nursing science of the overall study results, and identify implications for research and practice.
8. Each manuscript in the dissertation must have its own set of references and the style of the references may differ from one manuscript to the other depending on specific journal requirements. In addition, a comprehensive reference list that includes all cited sources in the dissertation book must be written in APA style and included in the Back Matter section of the dissertation book.
9. Appendices are optional and follow the complete reference list in the Back Matter of the dissertation book.

Defense of the Dissertation

The dissertation defense will be scheduled only after the dissertation committee chair has determined that a defense is appropriate. A copy of the dissertation must be made available to faculty dissertation committee members at least two weeks prior to the dissertation defense. The candidate will present a summary of the completed research and will then field questions from the committee attending faculty, and invited guests. After all questions have been fielded, the dissertation committee will meet privately to decide whether the dissertation is accepted, rejected, or accepted pending revisions. A majority vote of the committee is required to accept the dissertation. Results of the meeting will then be presented to the student.

Timetable and Definition of Satisfactory Progress towards the Degree

Academic Load and Progression

Students who are full time will enroll in 9 credits each semester. Per University policy, students who are hired as research assistants or teaching assistants may enroll in 6 credits each semester and be considered full time. The Director of Graduate Programs/Subcommittee will review the progress of each student annually and students will receive written notification of goals met and goals to achieve in the coming year. Students will be notified in writing if they are not progressing as planned. The Director of Graduate Programs/Subcommittee will request a written justification of the student's failure to progress and will request a revised plan of study.

Grade Requirements

A passing grade is required for all pass/fail courses and examinations. Students must have a minimum overall cumulative grade point average of 3.0 to be eligible for the degree. Students are required to obtain a B- or above in all graded courses to progress in the program. All graduate-numbered courses taken with graduate student classification at the University of Delaware are applied to the cumulative index. Credit hours and courses for which the grade is below "C-" do not count toward the degree even though the grade is applied to the index. Students who fail an examination are required to successfully complete the examination within 6 months.

Only courses listed within the student's approved plan of study may be used toward the degree requirements. Students who wish to make changes in their program of study must obtain approval from their advisor and the Director of Graduate Programs for all changes.

Consequences for Failure to Make Satisfactory Progress

The UD time limit policy can be accessed at <https://grad.udel.edu/policies/graduate-academic-policies/#progress>. Students entering a doctoral program with a master's degree are given ten consecutive semesters to complete the requirements. Students entering a doctoral program without a master's degree are given fourteen consecutive semesters to complete the requirements. Students who fail to progress in course work as planned will be notified in writing of their progress by the Director of Graduate Programs/Subcommittee. Students are required to submit a written revised plan to continue in the PhD in Nursing Science Program. This revised plan must be approved by the Director of Graduate Programs. Each student will be evaluated on an individual basis for extenuating circumstances influencing their progress toward degree completion.

Students requesting an extension of their time of study must submit a written request to their academic advisor and the Director of Graduate Programs. The request will be forwarded to the University's Graduate College. The Graduate College will determine the student's eligibility for a time extension and will notify the student in writing of its decision to grant an extension.

Academic deficiencies (cumulative grade point average < 3.0) are handled using the University's Academic Probation Policy. <https://grad.udel.edu/policies/graduate-academic-policies/#probation>

Protocol of Grievance Procedure if Student Recommended for Program Termination

Students who feel that they have been graded inappropriately or receive what they perceive as an unfair evaluation by a faculty member may file grievances in accordance with the University of Delaware policies, which can be found on the University website.

Dissertation Progress Timetable and Guidelines

Registration Requirements Prior to Doctoral Candidacy

Course registration requirements are determined by the student's approved program of study. Once the student has registered for all course requirements in a program of study but has not yet met all the stipulations for passing into candidacy, the student must maintain registration during the fall and spring semesters in course(s). Students who are classified G1 (pre-candidacy) and are holding a graduate assistantship or tuition scholarship must be registered for a minimum of six graduate credits, and those holding a fellowship must be registered for a minimum of nine graduate credits.

University Requirements and Deadlines for Admission to Doctoral Candidacy

Upon the recommendation of the doctoral student's dissertation committee and the Sr. Associate Dean for Nursing, students may be admitted to candidacy for the Ph.D. degree. The stipulations for admission to doctoral candidacy are that the student has (1) a program of study approved; (2) completed one academic year of full-time graduate studying residence at the University; (3) passed the comprehensive exam; and (4) had a dissertation proposal accepted by the dissertation committee. Admission to Doctoral Candidacy submission deadlines are published at the following link: <https://grad.udel.edu/policies/step-by-step-guide-to-graduation/> Responsibility or seeing that admission to candidacy is secured at the proper time rests with the student. The Doctoral Degree Candidacy Recommendation Form is available at http://www1.udel.edu/gradoffice/forms-new/Doctoral_Degree_Recommendation.pdf.

Registration Requirements Following Admittance to Doctoral Candidacy

Once a student has met all the stipulations for candidacy and becomes classified with G2 status (candidacy), the student is required to register for nine credits of Doctoral Dissertation. Students may not register for Doctoral Dissertation until admitted to candidacy (G2 status). Registration in Doctoral Dissertation and Doctoral Sustaining (999) is restricted to students with G2 status. Once the student has registered for nine credits of Doctoral Dissertation, the student is required to maintain matriculation in the doctoral program by registering in Doctoral Sustaining (999) in subsequent semesters until the degree is awarded to maintain student status. All students must be registered in the term in which the degree is officially awarded. Sustaining registration is required in summer/winter session if the degree is awarded at the conclusion of the summer/winter session. Students must complete the Application for Advanced Degree well in advance of their intended graduation date; application deadlines are posted on the Graduate College webpage at <https://grad.udel.edu/policies/step-by-step-guide-to-graduation/>.

Defense of the Dissertation

The format of the dissertation must adhere to guidelines specified in the University's Thesis and Dissertation Manual. The manual is available electronically on the Web at: <https://grad.udel.edu/wp-content/uploads/2019/06/UD-Thesis-Manual-6-19.pdf>.

The dissertation defense will be open to the public, and invitations will be sent to all College of Health Sciences (CHS) faculty and students at least two weeks prior the defense date. Completion

of the Dissertation Defense Form at <https://sites.udel.edu/gradoffice/dissertation-defense/> must be completed **at least two weeks** in advance of the dissertation defense.

The dissertation is expected to reflect the results of original and significant research written in a scholarly and literate manner worthy of publication. The dissertation must be approved by the dissertation chair, the CHS Dean, the Sr. Associate Dean for Nursing, and the Associate Provost for Graduate and Professional Education.

Dissertation Forms Required

The dissertation is to be signed by the dissertation chair and all members of the dissertation committee (see instructions below for second approval page). The Certification of a Doctoral Dissertation Defense form that must be submitted to the Graduate College is available at: http://www1.udel.edu/gradoffice/forms-new/certification_doctoral_dissertation.pdf

The dissertation must be submitted to the Graduate college for approval by the announced semester deadline of the Graduate College. The student sets up an appointment with the Graduate College to submit the required documents. Detailed instructions for completing the dissertation process and preparing for graduation are found on the web at the “Step-by-Step Guide to Graduation” section at <https://grad.udel.edu/policies/step-by-step-guide-to-graduation/>

Three originals of the following documents printed on 25% cotton bond paper are submitted at the appointment with the Graduate College:

- Title page
- First approval page with original signatures of the Chair and Dean of the College (i.e., Sr. Associate Dean for Nursing and CHS Dean); the Graduate College will secure the signature of the Interim Vice Provost upon final approval of the document
- Second approval page with original signatures of the Professor(s) in charge of the dissertation and the other members of the Committee
- Abstract

Only one original is needed for the following forms:

- Certification of Doctoral Dissertation Defense
- Reprint Permission Letters, if applicable
- Third party software licenses, if applicable

Students must also 1) submit an electronic version of the dissertation to the Graduate College by the official deadline for each semester and, 2) complete the Survey of Earned Doctorates online at <https://sed-ncses.org>.

General Student Responsibilities & Resources

Students must make sure that their current correct name, home address, e-mail address, and home and work telephone number(s) are on file in the Graduate Office of the School of Nursing so that they can be reached as needed. Students must also update the University Student Information System records through UDSIS(www.udel.edu/udsis)

Students teaching and/or doing research in the School of Nursing laboratories and/or affiliated clinical agencies must comply with the mandatory clinical requirements (see mandatory clinical requirements) Additional requirements may be necessary dependent on the healthcare agency to which a student affiliates.

Vehicles are not provided for SON students. Students are responsible for their own transportation to class, laboratory, research and other clinical sites.

Students will have access to the SON copy machine for use when conducting work as research assistants and teaching assistants. Students will have access to the SON faculty computer room in McDowell Hall when working as research and teaching assistants. A PhD Student Resource Room is available on the third floor of McDowell Hall and includes carrels/desks, computers, a telephone, and storage/file cabinets. Students have access to McDowell Hall Computing Center during normal operating hours.

Student Government and Organizations

Participation in School of Nursing committees will be solicited as needed. Students will be encouraged to become involved in the University's Graduate Student Senate. Doctoral students also will be encouraged to become active members of professional organizations such as the Eastern Nursing Research Society, American Nurses Association, Delaware Nurses Association, Sigma Theta Tau International (including the University's Beta Xi chapter), and other professional organizations representing their clinical specialty and research interests.

Graduate Student Travel Support

Travel for professional meetings or presentations will be funded as grants and SON funds allow. Decisions will be made on an individual basis. The SON will help with support for travel expenses incurred by full-time graduate or PhD graduate students who are making formal presentations of their scholarly work at regional, national, and international meetings of recognized professional organizations. Full-time PhD graduate student who is presenting at a conference will need to provide verification of acceptance with the travel request. If travel involves reporting on sponsored research, it will be appropriate to pay for that travel with grant monies.

Information on how to request travel funds is found below. Please note that this will be strictly adhered to for all graduate/PhD student travel. All requests for travel support must be sent to the Director of Graduate Programs by **October 31** for travel anticipated in the academic year. Applications will be reviewed quickly, and students will be notified if their application was approved at the SON level.

Travel Application Process

After approval by the SON, and the student has received confirmation that their paper or poster has been accepted for presentation, submit the Professional Development Award Application Form online at <https://grad.udel.edu/professional-development-award-application-form/>. Students must apply to the Graduate College for travel funding to receive any travel funds from the SON. When completing the application, and in addition to your advisor's information, the department business contact and the Sr. Associate Dean for Nursing should be listed. The deadline for application for a travel award is one month prior to the beginning of travel. Awards are limited to one per academic year and to two awards during the course of graduate study.

If students have applied to present at a conference but do not know their acceptance status by the October 31 deadline, or, if students are considering submitting a conference abstract for presentation, they should still apply for funding from the SON by the deadline. Upon conference acceptance, the Professional Development Award Application Form may be submitted to the Graduate College.

All SON travel awards will be approved for the year by November 30 and no additional travel awards will be approved later in academic year, except in extenuating circumstances with permission of the Director of Graduate Programs.

See the maximum award available from the Graduate College for the academic year; however, funds may be provided at a lower level. The SON will match the award offered by the Graduate College for at least \$300. If the total amount of a trip is less than the combined SON/Graduate College award, each unit will provide up to half of the cost of the trip.

As soon as students receive approval for travel and have submitted the Professional Development Award Application Form online, they should make an appointment with SON Sr. Associate Dean for Nursing's Administrative Assistant (AA) to arrange for travel and conference registration fees to be paid per UD procedures.

Only conference registration, travel arrangements (air, train, and ground) and lodging/hotel will be reimbursed. The funds may not be used for meal expenses. All receipts, including travel documents (airline or train tickets and boarding passes), conference registration, and lodging/hotel invoices must be kept and submitted to the Sr. Associate Dean for Nursing's AA upon the student's return.

Students must be able to provide verification that they were a conference presenter/participant, not just an attendee. Refer to Travel Award instructions described by the Graduate College including preparing a 300-word summary statement and providing images of the conference event.

Approvals:

4-12-2010 / PhD in Nursing Science Program Approved by University of Delaware Faculty Senate;

5-11-2010 / PhD in Nursing Science Program Approved by University of Delaware Board of Trustees;

2-20-2013 / Revisions to the Process and Procedures for Comprehensive Examination Approved by the PhD in Nursing Science Subcommittee and the SON Graduate Education Committee.

5-8-2014/Manual revised and updated June 2017; October 2017;

August 16, 2018 MSN/DNP/PhD faculty;

4-20-2022/ PhD in Nursing Science Program Approved by University of Delaware Faculty Senate.

Appendix A

GENERAL FORMS

**University of Delaware
College of Health Sciences
School of Nursing**

Graduate Program Director

Appeal Form

Date:

Student Information:

Name: _____ **Student ID Number:** _____
Phone: _____ **E-mail:** _____
Advisor: _____ **Expected Graduation Date:** _____

Is this your first appeal?

If not, please indicate date and reason of previous appeal(s):

Current cumulative GPA: _____ as of date: _____

Reason for appeal (check all that apply)

- Permission to re-enter the major after 2 grades below C-
- Permission to continue in nursing curriculum with a GPA of < 2.0.
- Permission to take NURS course during winter or summer
- Other (briefly explain): _____

This section to be completed by Student:

Indicate rationale for appeal below. If applicable, attach supporting documentation or remediation plan according to the guidelines.

Appendix B

DNP PROJECT FORMS and TOOLS

**University of Delaware
School of Nursing
Project Team Appointment or Change**

Check one:

_____ DNP Project Team Appointment

_____ DNP Project Team Change (Please specify changes and rationale _____)

Student's Name _____

Student's Signature _____

Date Submitted _____

I request that the following be appointed to my DNP Project Team:

Name of Faculty Project Mentor <i>(required)</i>		Signature, Faculty Project Mentor
Agency Mentor <i>(required)</i>		Signature, Agency Mentor
Director of Graduate Programs		Signature, Director of Graduate Programs
Associate Dean of Education and Practice		Signature, Associate Dean of Education and Practice

University of Delaware DNP Project Scientific Review Board Decision Routing Sheet

DNP Project Title: _____

DNP Project Student: _____

DNP Project Proposal is ready for IRB evaluation _____ Yes _____ No

DNP Faculty Project Mentor Signature: _____

The following must be filled out for the UD IRB Committee Chair.

____ Begin the study

____ Revise as indicated and begin the study

____ Revise as indicated and resubmit to the IRB

IRB Chair Signature: _____

Date: _____

UD School of Nursing

DNP Project Proposal Evaluation Framework

Student's Name _____

Title of DNP Project: _____

	Satisfactory as Presented	Satisfactory with Following Recommendations	Unsatisfactory
PROBLEM: Background/Significance			
Background information/literature supports problem			
Problem/need for change clearly identified			
Other:			
EVIDENCE:			
PICO identified			
Search strategies/PRISMA Diagram presented			
Evidence Identified and Synthesized			
Project Purpose & Aims Identified			
Evidence-Based Methods Identified & preliminary plan for translation described			
Framework (theoretical/translation) is evident and appropriate			
Other:			

Overall evaluation (circle one):

Accept the proposal.

DNP Project Faculty Mentor will obtain signatures on the DNP Project Proposal Approval Form and file on behalf of the DNP Project Team.

Conditionally accept with minor revisions and no re-review.

DNP Project Faculty Mentor will obtain signatures on the DNP Project Proposal Approval Form, but not file until revisions are completed. The student will submit a final/revised project proposal to DNP Project Faculty Mentor within one month of the proposal defense meeting.

Describe Revisions:

Require major revisions and re-review.

The student must develop a significantly revised proposal. The DNP Project Faculty Mentor will work with the student on the revision. The DNP Project Team will review the new proposal and all prior steps will be repeated.

Describe Revisions:

Reject the proposal.

The student must develop a significantly revised or new proposal. The DNP Project Faculty Mentor will work with the candidate on the revision. The DNP Project Team will review the new proposal and all prior steps will be repeated.

Describe Revisions:

DNP Faculty Project Mentor Signature: _____

DNP Faculty NURS 874 DNP Project II Signature:

DNP Student Signature: _____

Date: _____

UD School of Nursing
DNP Project Proposal Approval Form

Formal approval is hereby given to this submitted DNP Project proposal:

Student's Name	Student's Signature
Date	
Title of DNP Project Proposal	
Name of Faculty Mentor (<i>required</i>)	Signature, Faculty Mentor
Name of Agency Mentor (<i>required</i>)	Signature, Faculty Mentor Member
Name of Faculty NURS 874 DNP Project II: Planning and Development	Signature, Faculty NURS 874 DNP Project II: Planning and Development

NOTE: Student is required to bring this sheet to the DNP Project proposal presentation and give to DNP Faculty Mentor at the beginning of the session.

Rev 6/4/2019

Student's Name: _____

Title of DNP Project: _____

Overall evaluation (circle one):

a. Approve the DNP Project

Project Faculty Mentor will obtain signatures on the DNP Project Final Approval Form and file approval of the DNP Project on behalf of the DNP Project Team.

b. Conditionally approve the DNP Project with minor revisions.

DNP Project Faculty Mentor will obtain signatures on the DNP Project Final Approval Form but will not approval of the DNP Project on behalf of the DNP Project Team until revisions are completed. The student will submit a final revised project to DNP Faculty Mentor within two weeks of the proposal defense meeting.

Revisions include the following:

c. Reject the DNP Project

The student must develop a significantly revised or new proposal. The DNP Faculty Mentor will work with the candidate on the revision. The DNP Project Team will review the new proposal and all prior steps will be repeated.

Comments:

DNP Project Faculty Mentor Signature: _____

DNP Project Agency Mentor Signature: _____

DNP Director Signature: _____

DNP Student's Signature: _____

Assoc. Dean Signature: _____

Date: _____

**UD School of Nursing
DNP E-Portfolio Evaluation**

The DNP E-Portfolio is one of the Required Elements of the DNP Project and a Graduation Requirement.

DNP E-Portfolios will be introduced in DNP Project I and Reviewed for completion in DNP Project II, III, IV and V.

Faculty for DNP Project II, III, IV and V will complete and evaluate the DNP E-Portfolio using the following rubric.

DNP E-Portfolios must score at least 45 out of 50 points for the student to advance to candidacy.

	Poor 1	Good 2	Fair 3	Very Good 4	Excellent 5
1.DNP E-Portfolio is complete with all required elements/documents					
2. DNP E-Portfolio provides access to all artifacts for observation					
3. DNP E-Portfolio demonstrates progressive growth					
4. DNP E-Portfolio provides tangible evidence of competence and leadership for APRN					

5. DNP E-Portfolio demonstrates leadership in the use of information systems /patient care technology					
6. DNP portfolio demonstrates effective use of current scientific underpinnings for practice related to practice scholarship and EBP					
7. DNP E-Portfolio incorporates the use of interdisciplinary collaboration in improving patient and population health outcomes					
8. DNP E-Portfolio employs advocacy for healthcare through policy analysis and development					

9. DNP E-Portfolio utilizes systems leadership theory for quality improvement and systems thinking					
10. DNP E-Portfolio identifies APRN strategies for practice prevention and population health					

Comments:

Course: _____

Faculty signature: _____

Student signature: _____

**UD School of Nursing
DNP Student Evaluation for Graduation Checklist**

Student Name: _____

DNP Track: _____

DNP Project Faculty Mentor: _____

Item	Date Completed	Approved by	Signature
Required Courses Completed with minimum of B-		Director of Graduate Programs	
3.0 GPA		Director of Graduate Programs	
1,000 Practicum Hour		Director of Graduate Programs	
DNP Project Brief		DNP Project Faculty Mentor	
DNP Project Manuscript		DNP Project Faculty Mentor	
DNP Final Project Presentation		DNP Project Faculty Mentor	
DNP Final E-Portfolio		Faculty NURS 910	
DNP Project Brief submitted to UD College of Graduate & Professional Education		DNP Project Faculty Mentor	

Student Signature & Date: _____

DNP Project Faculty Mentor Signature & Date: _____

Appendix C

PhD

FORMS

University of Delaware School of Nursing
 Doctor of Philosophy in Nursing Science
 Program **Comprehensive Examination**
Contract (Form A)

Student's Name: _____

Committee Chair (Faculty Advisor): _____

Semester: _____

Comprehensive Examination Format: _____

Date student will submit document to faculty advisor	Section of proposal or manuscript to be submitted	Date faculty advisor completes review and provides recommendations to student

*Student and faculty mentor agree on submission and review dates, as well as the documents to be submitted to meet requirements for the comprehensive examination.

Approved by:

 Comprehensive Committee Chair

 Date

 Director of Graduate Programs
 School of Nursing
 College of Health Sciences

 Date

After signed by Director, Director of Graduate Programs, upload to Project Concert under Documents.

**University of Delaware School of Nursing Doctor of Philosophy in Nursing Science Program
Comprehensive Examination Results (Form B)**

TO: Director of Graduate Programs

FROM: _____ ID# _____
(Student's Name)

DATE: _____

The above-named candidate has __PASSED__ __FAILED__

The examination concluded on [insert date] according to this committee.

Signatures of doctoral committee members (please print and sign full names legibly):

Chair _____ Pass ___ Fail ___

Member _____ Pass ___ Fail ___

Member _____ Pass ___ Fail ___

Member _____ Pass ___ Fail ___

Outside Member (optional) _____ Pass ___ Fail ___

Must be a regular member of the University of Delaware Faculty

Please include the address and phone number where these persons may be reached if the participants are not School of Nursing faculty.

Approved by: _____

Director of Graduate Programs

Date

After signed by Director of Graduate Programs , upload to Project Concert under Documents.

After passing written and oral comprehensive exam and the dissertation proposal defense, submit the **Doctoral Degree Candidacy Recommendation Form** http://www1.udel.edu/gradoffice/forms-new/Doctoral_Degree_Recommendation.pdf to the Graduate College (original) and upload a copy to Project Concert under Documents.

Appendix D

Plans of Study

MSN in Nursing Education Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 603 Role of the Nurse Educator	3	NURS 604 Teaching Strategies and Design Methods in Nursing Education		NURS 609 Curriculum Design in Nursing Education	3	NURS 628 Evidence-Based Practice	3
NURS 622 Advanced Pharmacology	3			NURS 620 Advanced Health Assessment	3		
TOTAL	6		3	TOTAL	6	TOTAL	3

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 621 Advanced Pathophysiology	3			NURS 690 Teaching Practicum in Nursing Education	6		
NURS 610 Outcomes and Evaluation in Nursing Education	3						
TOTAL	6		TOTAL	TOTAL	6	TOTAL	TOTAL

Total Credits:30

Certificate in Nursing Education

FA LL		WINTER		SPRING		SUMMER	
NURS 603 Role of the Nurse Educator	3	NURS 604 Teaching Strategies and Design Methods in Nursing Education	3	NURS 609 Curriculum Design in Nursing Education	3		
NURS 610 Outcomes and Evaluation in Nursing Education	3						
TOTAL	6	TOTAL	3	TOTAL	3	TOTAL	

Total Credits: 12

AGNP/ MSN Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 621 Advanced Pathophysiology	3	NURS 667 Concepts for Advanced Healthcare Delivery	3	NURS 691 Primary Care I	4	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			NURS 620 Advanced Health Assessment	3	NURS 628 Evidence-Based Practice	3
TOTAL	6		3	TOTAL	7	TOTAL	5

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 693 Primary Care II	4	NURS 618 The Role of the Nurse Practitioner	2	NURS 694 Primary Care Practicum II (204 hrs)	3	NURS 678 Primary Care of Women	2
NURS 692: Primary Care Practicum I (204 hrs)	3			NURS 695: Primary Care of Frail/ Older Adults	3		
TOTAL	7	TOTAL	2	TOTAL	6	TOTAL	2

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 699: Primary Care of Frail/ Older Adults Practicum (68 hrs)	1	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 921: Clinical Role Immersion (204 hrs)	3		
NURS 698: Primary Care of Women Practicum (68 hrs)	1						
TOTAL	2	TOTAL	2	TOTAL	3	TOTAL	

Total Credits 45
 1 Practicum Hour= 68 hours
 Total practicum Hours 884
 1.25.23

**AGACNP/ MSN
Curriculum**

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 621 Advanced Pathophysiology	3	NURS 667 Concepts for Advanced Healthcare Delivery	3	NURS 641 Acute Care NP Didactic I	3	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			NURS 620 Advanced Health Assessment	3		
TOTAL	6		3	TOTAL	6	TOTAL	2

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 642 Acute Care NP Didactic II	3	NURS 618 The Role of the Nurse Practitioner	2	NURS 645 Acute Care Practicum II (204 hrs)	3	NURS 628 Evidence- Based Practice	3
NURS 644 Acute Care Practicum I (204 hrs)	3			Acute Care NP Didactic III NURS 643	3		
TOTAL	6	TOTAL	2	TOTAL	6	TOTAL	3

Year 3

FA LL		WINTER		SPRING		SUMMER	
Acute Care Practicum III NURS 646 (204 hrs)	3	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 921: Clinical Role Immersion (204 hrs)	3		
TOTAL	3	TOTAL	2	TOTAL	3	TOTAL	

Total Credits:45
1 Practicum Hour= 68 hours
Total practicum Hours 816
2.1.23

FNP/ MSN Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 621 Advanced Pathophysiology	3	NURS 667 Concepts for Advanced Healthcare Delivery	3	NURS 691 Primary Care I	4	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			NURS 620 Advanced Health Assessment	3	NURS 628 Evidence-Based Practice	3
TOTAL	6		3	TOTAL	7	TOTAL	5

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 693 Primary Care II	4	NURS 618 The Role of the Nurse Practitioner	2	NURS 694 Primary Care Practicum II (204 hrs)	3	NURS 678 Primary Care of Women	2
NURS 692 Primary Care Practicum I (204 hrs)	3			NURS 695: Primary Care of Frail/ Older Adults	3	NURS 679 Primary Care of Children	2
TOTAL	7	TOTAL	2	TOTAL	6	TOTAL	4

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 699: Primary Care of Frail/ Older Adults Practicum: (68 hrs)	1	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 921: Clinical Role Immersion (204 hrs)	3		
NURS 698: Primary Care of Women Practicum (68 hrs)	1						
NURS 697 Primary Care Pediatrics Practicum:(68 hrs)	1						
TOTAL	3	TOTAL	2	TOTAL	3	TOTAL	

Total Credits:48
 1 Practicum Hour= 68 hours
 Total practicum Hours 816
 2.1.23

PNP/ MSN Curriculum

Year 1

FALL		WINTER		SPRING		SUMMER	
NURS 621 Advanced Pathophysiology	3	NURS 667 Concepts for Advanced Healthcare Delivery	3	NURS 650 Advanced Pediatric Development	2	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			NURS 620 Advanced Health Assessment	3		
TOTAL	6		3	TOTAL	5	TOTAL	2

Year 2

FALL		WINTER		SPRING		SUMMER	
NURS 651 PNP I	3	NURS 618 The Role of the Nurse Practitioner	2	NURS 655 PNP Practicum II (204 hrs)	3	NURS 628 Evidence-Based Practice	3
NURS 654 PNP Practicum I (204 hrs)	3			NURS 652 PNP II	3		
TOTAL	6	TOTAL	2	TOTAL	6	TOTAL	3

Year 3

FALL		WINTER		SPRING		SUMMER	
NURS 656 PNP Practicum III (204 hrs)	3	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 921: Clinical Role Immersion (204 hrs)	3		
NURS 653 PNP II	3						
TOTAL	6	TOTAL	2	TOTAL	3	TOTAL	

Total Credits 44

1 Practicum Hour= 68 hours

Total practicum Hours 816

2.1.23

PMHNP/ MSN Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 621 Advanced Pathophysiology	3	NURS 667 Concepts for Advanced Healthcare Delivery	3	NURS 668 Advanced Clinical Neuroscience	3	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			NURS 620 Advanced Health Assessment	3	NURS 669 Adv Psychopharm	3
TOTAL	6		3	TOTAL	6	TOTAL	5

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 671 Psych/ Mental Health I	3	NURS 618 The Role of the Nurse Practitioner	2	NURS 675 Psych/ Mental Health Practicum II (204 hrs)	3	NURS 628 Evidence-Based Practice	3
NURS 674 Psych/ Mental Health Practicum I (204 hrs)	3			NURS 672 Psych/ Mental Health II	3		
TOTAL	6	TOTAL	2	TOTAL	6	TOTAL	

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 673 Psych/ Mental Health III	3	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 921: Clinical Role Immersion (204 hrs)	3		
NURS 676 Psych/ Mental Health Practicum III (204 hrs)	3						
TOTAL	6	TOTAL	2	TOTAL	3	TOTAL	

Total Credits:45
 1 Practicum Hour= 68 hours
 Total practicum Hours 816
 1.25.23

Sample Plans of Study for Post-Master's Certificate Programs

Post Master's Certificate PMHNP Required Courses	Credits	Clinical Hours	Semester Offered
NURS 618 The Role of the NP	2		Winter
NURS 668: Advanced Clinical Neuroscience	3		Winter
NURS 669: Advanced Psychopharmacology	3		Summer
NURS 671: Psychiatric/Mental Health NP I	3		Fall
NURS 674: Psychiatric/Mental Health NP Practicum I	3	168	Fall
NURS 672: Psychiatric/Mental Health NP II	3		Spring
NURS 675: Psychiatric/Mental Health NP Practicum II	3	168	Spring
NURS 673: Psychiatric/Mental Health NP III	3		Fall
NURS 676: Psychiatric/Mental Health NP Practicum III	3	168	Fall
** NURS 921 Clinical Role Immersion	1-3	56-168	Spring
TOTALS FOR PROGRAM	27-29	560-672	

Post Master's Certificate AGACNP Required Courses	Credits	Clinical Hours	Semester Offered
NURS 641: Acute Care NP I	3		Fall
NURS 644: Acute Care NP Practicum I	3	168	Fall
NURS 642: Acute Care NP II	3		Spring
NURS 645: Acute Care NP Practicum II	3	168	Spring
NURS 643: Acute Care NP III	3		Fall
NURS 646: Acute Care NP Practicum III	3	168	Fall
TOTAL CREDITS FOR PROGRAM	18	504	

Post Master's Certificate PNP Required Courses	Credits	Clinical Hours	Semester Offered
NURS 650: Advanced Concepts of Pediatric Development	2		Summer/ Winter
NURS 651: Pediatric NP I	3		Fall
NURS 654: Pediatric NP Practicum I	3	168	Fall
NURS 652: Pediatric NP II	3		Spring
NURS 655: Pediatric NP Practicum II	3	168	Spring
NURS 653: Pediatric NP III	3		Fall
NURS 656: Pediatric NP Practicum III	3	168	Fall
TOTAL CREDITS FOR PROGRAM	20	504	

**FT AGNP/ DNP
Curriculum**

Year 1

FALL		WINTER		SPRING		SUMMER	
NURS 881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 691 Primary Care I	4	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			A NURS 844 Advanced Healthcare Informatics	3	NURS 883 Evidence-Based Practice I: Methods	3
NURS 621 Advanced Pathophysiology	3			NURS 620 Advanced Health Assessment	3		
EPID 603 Biostatistics for Health Sciences I	3			B NURS 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	12		2	TOTAL	13	TOTAL	5

Year 2

FALL		WINTER		SPRING		SUMMER	
NURS 693 Primary Care I	4	NURS 618 The Role of the Nurse Practitioner	2	NURS 694 Primary Care Practicum II (204 hrs)	3	NURS 678 Primary Care of Women Didactic	2
B NURS 813 Leadership and Innovation in Population Health	3			NURS 695: Primary Care of Frail/ Older Adults Didactic	3		
NURS 692 Primary Care Practicum (204 hrs)	3			NURS 886 Evidence Based Practice II: Translation	3		
NURS 873 DNP Project I: Problem Identification	1			B NURS 874 DNP Project II: Planning & Development	1		
TOTAL	11	TOTAL	2	TOTAL	10	TOTAL	2

Year 3

FALL		WINTER		SPRING		SUMMER	
NURS 900 DNP Project III: Implementation	2	NURS 910 DNP Project IV: Evaluation	1	NURS 870 Writing for Dissemination	2		
NURS 699: Primary Care of Frail/ Older Adults (204 hrs)	3			NURS 852 Integrated Health Care Delivery	3		
NURS 698: Primary Care Practicum: Women (68 hrs)	1			NURS 921: Clinical Role Immersion (204 hrs)	3		
				NURS 9XX DNP Project V: Dissemination	1		
TOTAL	6	TOTAL	1	TOTAL	9	TOTAL	

PT AGNP DNP Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	a NURS 844 Advanced Healthcare Informatics	3		
NURS 621 Advanced Pathophysiology	3			B NURS 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	6		2	TOTAL	6	TOTAL	

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 622 Advanced Pharmacology	3			NURS 691 Primary Care I	4	NURS 630 Advanced Diagnostic Reasoning	2
EPID 603 Biostats for Health Science I	3			620 Advanced Health Assessment	3		
TOTAL	6			TOTAL	7	TOTAL	2

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 693 Primary Care II	4	NURS 618 The Role of the Nurse Practitioner	2	NURS 694 Primary Care Practicum II (204 hrs)	3	NURS 883 Evidence-Based Practice I: Methods	3
NURS 692 Primary Care Practicum (204 hrs)	3			NURS 695: Primary Care of Frail/ Older Adults Didactic	3	NURS 678 Primary Care of Women Didactic	2
TOTAL	7	TOTAL	2	TOTAL	6		5

Year 4

FA LL		WINTER		SPRING		SUMMER	
NURS 873 DNP Project I: Problem Identification	1			B NURS 874 DNP Project II: Planning & Development	1		
B NURS 813 Leadership and Innovation in Population Health	3			NURS 886 Evidence Based Practice II: Translation	3		
NURS 698: Primary Care Practicum: Women (68 hrs)	1			NURS 852 Integrated Care Delivery	3		
TOTAL	5	TOTAL	0	TOTAL	7		

Year 5

FA LL		WINTER		SPRING		SUMMER	
NURS 900 DNP Project III: Implementation	2	910 DNP Project IV: Evaluation	1	NURS 870 Writing for Dissemination	2		
NURS 699: Primary Care of Frail/ Older Adults (204 hrs)	3			NURS 921 Clinical Role Immersion (204 hours)	3		
				NURS 9XX DNP Project V: Dissemination	1		
TOTAL	5	TOTAL	1	TOTAL	6	TOTAL	

**FT AGACNP DNP
Curriculum**

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 641 Acute Care Didactic I	3	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			A NURS 844 Advanced Healthcare Informatics	3	NURS 883 Evidence-Based Practice I: Methods	3
NURS 621 Advanced Pathophysiology	3			NURS 620 Advanced Health Assessment	3		
EPID 603 Biostatistics for Health Sciences I	3			B NURS 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	12		2	TOTAL	12	TOTAL	5

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 642 Acute Care Didactic II	3	NURS 618 The Role of the Nurse Practitioner	2	NURS 645 Acute Care Practicum II (204 hrs)	3		
B NURS 813 Leadership and Innovation in Population Health	3			NURS 643 Acute Care Didactic III	3		
NURS 644 Acute Care Practicum I (204 hrs)	3			NURS 886 Evidence Based Practice II: Translation	3		
NURS 873 DNP Project I: Problem Identification	1			B NURS 874 DNP Project II: Planning & Development	1		
TOTAL	10	TOTAL	2	TOTAL	10	TOTAL	

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 646 Acute Care Practicum III (204 hrs)	3	NURS 910 DNP Project IV: Evaluation	1	NURS 870 Writing for Dissemination	2		
NURS 900 DNP Project III: Implementation	2			NURS 852 Integrated Health Care Delivery	3		
				NURS 921: Clinical Role Immersion (204 hrs)	3		
				NURS 9XX DNP Project V: Dissemination	1		
TOTAL	5	TOTAL	1	TOTAL	9	TOTAL	

PT AGACNP DNP Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	a 844 Advanced Healthcare Informatics	3		
621 Advanced Pathophysiology	3			B 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	6		2	TOTAL	6	TOTAL	

Year 2

FA LL		WINTER		SPRING		SUMMER	
622 Advanced Pharmacology	3			NURS 641 Acute Care Didactic I	3	NURS 630 Advanced Diagnostic Reasoning	2
EPID 603 Biostats for Health Science I	3			620 Advanced Health Assessment and	3		
TOTAL	6			TOTAL	6	TOTAL	2

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 642 Acute Care II	3	618 The Role of the Nurse Practitioner	2	NURS 645 Acute Care Practicum II (204 hours)	3	883 Evidence-Based Practice I: Methods	3
NURS 644 Acute Care Practicum I (204 hours)	3			NURS 643 Acute Care Didactic III	3		
TOTAL	6	TOTAL	2	TOTAL	6		3

Year 4

FA LL		WINTER		SPRING		SUMMER	
NURS 873 DNP Project I: Problem Identification	1			B NURS 874 DNP Project II: Planning & Development	1		
B NURS 813 Leadership and Innovation in Population Health	3			NURS 886 Evidence Based Practice II: Translation	3		
				NURS 852 Integrated Care Delivery	3		
TOTAL	4	TOTAL		TOTAL	7		

Year 5

FA LL		WINTER		SPRING		SUMMER	
NURS 900 DNP Project III: Implementation	2	910 DNP Project IV: Evaluation	1	NURS 870 Writing for Dissemination	2		
NURS 646 Acute Care Practicum III (204 hours)	3			NURS 921 Clinical Role Immersion (204 hours)	3		
				NURS 9XX DNP Project V: Dissemination	1		
TOTAL	5	TOTAL	1	TOTAL	6	TOTAL	

**FT FNP DNP
Curriculum**

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 691 Primary Care I	4	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			A NURS 844 Advanced Healthcare Informatics	3	NURS 883 Evidence-Based Practice I: Methods	3
NURS 621 Advanced Pathophysiology	3			NURS 620 Advanced Health Assessment	3		
EPID 603 Biostatistics for Health Sciences I	3			B NURS 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	12		2	TOTAL	13	TOTAL	5

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 693 Primary Care I	4	NURS 618 The Role of the Nurse Practitioner	2	NURS 694 Primary Care Practicum II (204 hrs)	3	NURS 678 Primary Care of Women	2
B NURS 813 Leadership and Innovation in Population Health	3			NURS 695: Primary Care of Frail/ Older Adults	3	NURS 679 Primary Care of Children	2
NURS 692 Primary Care Practicum I (204 hrs)	3			NURS 886 Evidence Based Practice II: Translation	3		
NURS 873 DNP Project I: Problem Identification	1			B NURS 874 DNP Project II: Planning & Development	1		
TOTAL	11	TOTAL	2	TOTAL	10	TOTAL	

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 900 DNP Project III: Implementation	2	NURS 910 DNP Project IV: Evaluation	1	NURS 870 Writing for Dissemination	2		
NURS 699: Primary Care of Frail/ Older Adults (68 hrs)	1			NURS 852 Integrated Health Care Delivery	3		
NURS 698: Primary Care Practicum: Women (68 hrs)	1			NURS 921: Clinical Role Immersion (204 hrs)	3		
NURS 697 Primary Care Practicum: Pediatrics (68 hrs)	1			NURS 9XX DNP Project V: Dissemination	1		
	5	TOTAL	1	TOTAL	9	TOTAL	

PT FNP DNP Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	a NURS 844 Advanced Healthcare Informatics	3		
NURS 621 Advanced Pathophysiology	3			B NURS 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	6		2	TOTAL	6	TOTAL	

Year 2

FA LL		WINTER		SPRING		SUMMER	
622 Advanced Pharmacology	3			NURS 691 Primary Care I	4	NURS 630 Advanced Diagnostic Reasoning	2
EPID 603 Biostats for Health Science I	3			620 Advanced Health Assessment	3		
TOTAL	6			TOTAL	7	TOTAL	2

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 693 Primary Care I	4	618 The Role of the Nurse Practitioner	2	NURS 694 Primary Care Practicum II (204 hrs)	3	NURS 883 Evidence-Based Practice I: Methods	3
NURS 692 Primary Care Practicum I (204 hrs)	3			NURS 695: Primary Care of Frail/ Older Adults Didactic	3		
TOTAL	7	TOTAL	2	TOTAL	6		3

Year 4

FA LL		WINTER		SPRING		SUMMER	
NURS 873 DNP Project I: Problem Identification	3			B 874 DNP Project II: Planning & Development	1	NURS 678 Primary Care of Women Didactic	2
B NURS 813 Leadership and Innovation in Population Health	3			886 Evidence Based Practice II: Translation	3	NURS 679 Primary Care of Children	2
NURS 699: Primary Care of Frail/ Older Adults (68 hrs)	1			852 Integrated Health Care Delivery	3		
TOTAL	7	TOTAL		TOTAL	7	TOTAL	2

Year 5

FA LL		WINTER		SPRING		SUMMER	
NURS 900 DNP Project III: Implementation	2	910 DNP Project IV: Evaluation	1	870 Writing for Dissemination	2		
NURS 698: Primary Care Practicum: Women (68 hrs)	1			NP Track Practicum VI NURS 921 Clinical Role Immersion (204 hours)	3		
NURS 697 Primary Care Practicum: Pediatrics (68 hrs)	1			NURS 9XX DNP Project V: Dissemination	1		
TOTAL	4	TOTAL	1	TOTAL	6	TOTAL	

FT PNP DNP Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 650 Advanced Pediatric Development	2	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			A NURS 844 Advanced Healthcare Informatics	3	NURS 883 Evidence-Based Practice I: Methods	3
NURS 621 Advanced Pathophysiology	3			NURS 620 Advanced Health Assessment	3		
EPID 603 Biostatistics for Health Sciences I	3			B NURS 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	12		2	TOTAL	11	TOTAL	5

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 651 PNP I	3	NURS 618 The Role of the Nurse Practitioner	3	NURS 655 PNP Practicum II (204 hrs)	3		
B NURS 813 Leadership and Innovation in Population Health	3			NURS 886 Evidence Based Practice II: Translation	3		
NURS 654 PNP Practicum (204 hrs)	3			NURS 874 DNP Project II: Planning & Development	1		
NURS 873 DNP Project I: Problem Identification	1			NURS 652 PNP II	3		
TOTAL	10	TOTAL	3	TOTAL	10	TOTAL	

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 656 PNP Practicum III (204 hrs)	3	NURS 910 DNP Project IV: Evaluation	1	NURS 870 Writing for Dissemination	2		
NURS 900 DNP Project III: Implementation	2			NURS 852 Integrated Health Care Delivery	3		
NURS 653 PNP II	3			NURS 921: Clinical Role Immersion (204 hrs)	3		
				NURS 9XX DNP Project V: Dissemination	1		
TOTAL	8	TOTAL	1	TOTAL	9	TOTAL	

PT PNP DNP Curriculum

Year 1

FA LL			WINTER			SPRING			SUMMER		
	NURS 881 Population Health	3		NURS 667 Financial Management for Healthcare Practitioners	2	A	NURS 844 Advanced Healthcare Informatics	3			
	NURS 621 Advanced Pathophysiology	3				B	NURS 843 Policy and Finance for Healthcare Delivery	3			
	TOTAL	6			2		TOTAL	6			TOTAL

Year 2

FA LL			WINTER			SPRING			SUMMER		
	NURS 622 Advanced Pharmacology	3					NP Track Didactic I NURS 650 Adv Pediatric Development	2		NURS 630 Advanced Diagnostic Reasoning	2
	EPID 603 Biostatistics For Health Science I	3					NURS 820 Advanced Health Assessment	3			
	TOTAL	6					TOTAL	5			TOTAL

Year 3

FA LL			WINTER			aSPRING			SUMMER		
	NURS 651 PNP I	3		NURS 618 The Role of the Nurse Practitioner	2		NURS 655 PNP Practicum II (204 hrs)	3		NURS 883 Evidence-Based Practice I: Methods	3
	NURS 654 PNP Practicum (204 Hours)	3					NURS 652 PNP II	3			
							NURS 874 DNP Project II: Planning & Development	1			
	TOTAL	6		TOTAL	2		TOTAL	7		TOTAL	3

Year 4

FA LL			WINTER			SPRING			SUMMER		
B	NURS 813 Leadership and Innovation in Population Health	3					NURS 886 Evidence Based Practice II: Translation	3			
	NURS 873 DNP Project I: Problem Identification	1					NURS 852 Integrated Health Care Delivery	3			
							NURS 874 DNP Project II: Planning & Development	1			
	TOTAL	4		TOTAL			TOTAL	7		TOTAL	

Year 5

FA LL			WINTER			SPRING			SUMMER		
	NURS 656 PNP Practicum III (204 Hours)	3		NURS 910 DNP Project IV: Evaluation	1		NURS 870 Writing for Dissemination	2			
	NURS 900 DNP Project III: Implementation	2					PNP Practicum IV NURS 921 Clinical Role Immersion (204 Hours)	3			
	NURS 653 PNP II	3					NURS 9XX DNP Project V: Dissemination	1			
	TOTAL	8		TOTAL	1		TOTAL	6		TOTAL	

**FT PMHNP DNP
Curriculum**

Year 1

FA LL		WINTER		SPRING		SUMMER	
NURS 881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	NURS 668 Advanced Clinical Neuroscience	3	NURS 630 Diagnostic Reasoning	2
NURS 622 Advanced Pharmacology	3			A NURS 844 Advanced Healthcare Informatics	3	NURS 883 Evidence-Based Practice I: Methods	3
NURS 621 Advanced Pathophysiology	3			NURS 620 Advanced Health Assessment	3	NURS 669 Adv Psychopharm	3
EPID 603 Biostatistics for Health Sciences I	3			B NURS 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	12		2	TOTAL	12	TOTAL	7

Year 2

FA LL		WINTER		SPRING		SUMMER	
NURS 671 Psych/ Mental Health I	3	NURS 618 The Role of the Nurse Practitioner	2	NURS 675 Psych/ Mental Health Practicum II (204 hrs)	3		
NURS 674 Psych/ Mental Health Practicum I (204)	3			NURS 672 Psych/ Mental Health II	3		
NURS 873 DNP Project I: Problem Identification	1			NURS 886 Evidence Based Practice II: Translation	3		
				B NURS 874 DNP Project II: Planning & Development	1		
TOTAL	7	TOTAL	2	TOTAL	10	TOTAL	

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 676 Psych/ Mental Health Practicum III (204 hrs)	3	NURS 910 DNP Project IV: Evaluation	1	NURS 870 Writing for Dissemination	2		
NURS 900 DNP Project III: Implementation	2			NURS 852 Integrated Health Care Delivery	3		
B NURS 813 Leadership and Innovation in Population Health	3			NURS 921: Clinical Role Immersion (204 hrs)	3		
NURS 673 Psych/ Mental Health III	3			NURS 9XX DNP Project V: Dissemination	1		
1	1	TOTAL	1	TOTAL	9	TOTAL	

PT PMHNP DNP Curriculum

Year 1

FA LL		WINTER		SPRING		SUMMER	
881 Population Health	3	NURS 667 Financial Management for Healthcare Practitioners	2	A 844 Advanced Healthcare Informatics	3	NURS 669 Adv Psychopharm	3
621 Advanced Pathophysiology	3			B 843 Policy and Finance for Healthcare Delivery	3		
TOTAL	6		2	TOTAL	6	TOTAL	3

Year 2

FA LL		WINTER		SPRING		SUMMER	
622 Advanced Pharmacology	3			NURS 668 Advanced Clinical Neuroscience	3	NURS 630 Advanced Diagnostic Reasoning	2
EPID 603 Biostats for Health Science I	3			620 Advanced Health Assessment and	3		
TOTAL	6			TOTAL	6	TOTAL	2

Year 3

FA LL		WINTER		SPRING		SUMMER	
NURS 671 Psych/ Mental Health I	3	618 The Role of the Nurse Practitioner	2	NURS 675 Psych/ Mental Health Practicum II (204 hrs)	3	883 Evidence-Based Practice I: Methods	3
NURS 674 Psych/ Mental Health Practicum I (204)	3			NURS 672 Psych/ Mental Health II	3		
TOTAL	6	TOTAL	2	TOTAL	6		3

Year 4

FA LL		WINTER		SPRING		SUMMER	
NURS 873 DNP Project I: Problem Identification	1			B NURS 874 DNP Project II: Planning & Development	1		
B NURS 813 Leadership and Innovation in Population Health	3			NURS 886 Evidence Based Practice II: Translation	3		
				NURS 852 Integrated Care Delivery	3		
TOTAL	4	TOTAL		TOTAL	7		

Year 5

FA LL		WINTER		SPRING		SUMMER	
NURS 900 DNP Project III: Implementation	2	910 DNP Project IV: Evaluation	1	NURS 870 Writing for Dissemination	2		
NURS 676 Psych/ Mental Health Practicum III (204 hrs)	3			NURS 921 Clinical Role Immersion (204 hours)	3		
NURS 673 Psych/ Mental Health III	3			NURS 9XX DNP Project V: Dissemination	1		
TOTAL	8	TOTAL	1	TOTAL	6	TOTAL	

Post-BSN PhD Course Sequence Full-time Study Minimum 62 Credits (inclusive of 9 dissertation credits)		
Year 1		
Fall	Spring	Summer*
Nurs810 Philosophical & Theoretical Basis of Nursing Science (3) Nurs812 Responsible Conduct of Research (1) Nurs813 Leadership & Innovation in Population Health (3) Nurs881 Population Health 1 (3) Total: 10 credits	Nurs843 Policy & Finance for Healthcare Delivery Nurs844 Population Healthcare Informatics Educ856 Introduction to Statistical Inference (recommended) (3) Total: 9 credits	Example: Cognate (3)
Year 2		
Nurs814 Advanced Quantitative Research in Nursing Science (3) Nurs839 Nursing Science Seminar (1) Educ874 Multivariate Data Analysis (recommended) (3) Cognate (3) Total: 10 credits	Nurs849 Philosophy, Theory & Curriculum in Nursing Education (3) Nurs816 Advanced Qualitative Research in Nursing Science (3) Research Methodology Elective (3) OR Cognate (3) Total: 9 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3) or Nurs892 Research Practicum (3)
Year 3		
Nurs870 Writing for Dissemination (2) Nurs891 Teaching Practicum (3) OR Nurs892 Research Practicum (3) Research Methodology Elective (3) OR Cognate (3) Total: 8 credits	Nurs891 Teaching Practicum (3) OR Nurs892 Research Practicum (3) Research Methodology Elective (3) OR Cognate (3) Total: 6 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3) or Nurs892 Research Practicum (3)
Year 4		
Nurs850 Dissertation Proposal Seminar (1) Nurs964 (credits as needed for Pre- candidacy Study, Comprehensive Examination) Total: 1 credit	Nurs969 Dissertation (3) Total: 3 credits	Nurs969 Dissertation (3)
Year 5		
Nurs969 Dissertation (3) Total: 3 credits	Nurs969 Dissertation (3) Total: 3 credits	Nurs999 Dissertation Sustaining (if needed)

* Summer enrollment is optional. Enrollment in summer classes must have advisor approval and may require plan of study revision. Tuition assistantships may not fund summer credits.

Post-BSN PhD Course Sequence Part-time Study Minimum 62 Credits (inclusive of 9 dissertation credits)		
Year 1		
Fall	Spring	Summer*
Nurs813 Leadership & Innovation in Population Health (3) Nurs881 Population Health 1 (3) Total: 6 credits	Nurs843 Policy & Finance for Healthcare Delivery (3) Nurs844 Population Healthcare Informatics (3) Total: 6 credits	Example: Cognate (3)
Year 2		
Nurs810 Philosophical & Theoretical Basis of Nursing Science (3) Nurs812 Responsible Conduct of Research (1) Cognate (3) Total: 7 credits	Nurs849 Philosophy, Theory & Curriculum in Nursing Education (3) Educ856 Introduction to Statistical Inference (recommended) (3) Total: 6 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3) or Nurs892 Research Practicum (3)
Year 3		
Nurs814 Advanced Quantitative Research in Nursing Science (3) Nurs839 Nursing Science Seminar (1) Educ874 Multivariate Data Analysis (recommended) (3) Total: 7 credits	Nurs816 Advanced Qualitative Research in Nursing Science (3) Nurs891 Teaching Practicum (3) OR Research Methodology Elective (3) OR Cognate (3) Total: 6 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3) or Nurs892 Research Practicum (3)
Year 4		
Nurs891 Teaching Practicum (3) OR Nurs892 Research Practicum (3) Research Methodology Elective (3) OR Cognate (3) Total: 6 credits	Nurs891 Teaching Practicum (3) OR Nurs892 Research Practicum (3) Research Methodology Elective (3) OR Cognate (3) Total: 6 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3) or Nurs892 Research Practicum (3)
Year 5		
Nurs870 Writing for Dissemination (2) Nurs850 Dissertation Proposal Seminar (1) Nurs964 (credits as needed for Pre- candidacy Study, Comprehensive Examination) Total: 3 credits	Nurs969 Dissertation (3) Total: 3 credits	Nurs969 Dissertation (3)
Year 6		
Nurs969 Dissertation (3) Total: 3 credits	Nurs969 Dissertation (3) Total: 3 credits	Nurs999 Dissertation Sustaining (if needed)

* Summer enrollment is optional Enrollment in summer classes must have advisor approval and may require plan of study revision. Tuition assistantships may not fund summer credits.

Post-master's PhD Course Sequence Full-time Study Minimum 50 Credits (inclusive of 9 dissertation credits)		
Year 1		
Fall	Spring	Summer*
Nurs810 Philosophical & Theoretical Basis of Nursing Science (3) Nurs812 Responsible Conduct of Research (1) Nurs892 Research Practicum (3) Cognate (3) Total: 10 credits	Nurs816 Advanced Qualitative Research in Nursing Science (3) Nurs849 Philosophy, Theory & Curriculum in Nursing Education (3) Educ856 Introduction to Statistical Inference (3) Total: 9 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3)
Year 2		
Nurs814 Advanced Quantitative Research in Nursing Science (3) Nurs839 Nursing Science Seminar (1) Educ874 Multivariate Data Analysis (3) Nurs891 Teaching Practicum (3) OR Research Methodology Elective (3) OR Cognate (3) Total: 10 credits	Nurs843 Policy & Finance for Healthcare Delivery Nurs891 Teaching Practicum (3) AND/OR Research Methodology Elective (3) AND/OR Cognate (3) Total: 9 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3)
Year 3		
Nurs870 Writing for Dissemination (2) Nurs850 Dissertation Proposal Seminar (1) Nurs964 (credits as needed for Pre- candidacy Study, Comprehensive Examination) Total: 3 credits	Nurs969 Dissertation (3) Total: 3 credits	Nurs969 Dissertation (3) (optional)
Year 4		
Nurs969 Dissertation (3) Total: 3 credits	Nurs969 Dissertation (3) Total: 3 credits	Nurs999 Dissertation Sustaining (if needed)

* Summer enrollment is optional. Enrollment in summer classes must have advisor approval and may require plan of study revision. Tuition assistantships may not fund summer credits.

**Post-master's PhD Course Sequence Part-time
Study Minimum 50 Credits (inclusive of 9
dissertation credits)**

Year 1		
Fall	Spring	Summer*
Nurs810 Philosophical & Theoretical Basis of Nursing Science (3) Nurs812 Responsible Conduct of Research (1) Cognate (3) Total: 7 credits	Nurs849 Philosophy, Theory & Curriculum in Nursing Education (3) Educ856 Introduction to Statistical Inference (3) Total: 6 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3) or Nurs892 Research Practicum (3)
Year 2		
Nurs814 Advanced Quantitative Research in Nursing Science (3) Nurs839 Nursing Science Seminar (1) Educ874 Multivariate Data Analysis (3) Total: 7 credits	Nurs843 Policy & Finance for Healthcare Delivery (3) Nurs816 Advanced Qualitative Research in Nursing Science (3) Total: 6 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3) or Nurs892 Research Practicum (3)
Year 3		
Nurs891 Teaching Practicum (3) OR Nurs892 Research Practicum (3) Research Methodology Elective (3) OR Cognate (3) Total: 6 credits	Nurs891 Teaching Practicum (3) OR Nurs892 Research Practicum (3) Research Methodology Elective (3) OR Cognate (3) Total: 6 credits	Example: Cognate (3) or Nurs891 Teaching Practicum (3) or Nurs892 Research Practicum (3)
Year 4		
Nurs870 Writing for Dissemination (2) Nurs850 Dissertation Proposal Seminar (1) Nurs964 (credits as needed for Pre- candidacy Study, Comprehensive Examination) Total: 3 credits	Nurs969 Dissertation (3) Total: 3 credits	Nurs969 Dissertation (3) (optional)
Year 5		
Nurs969 Dissertation (3) Total: 3 credits	Nurs969 Dissertation (3) Total: 3 credits	Nurs999 Dissertation Sustaining (if needed)

* Summer enrollment is optional. Enrollment in summer classes must have advisor approval and may require plan of study revision. Tuition assistantships may not fund summer credits.

**Acknowledgement of Receipt of School of Nursing
Graduate Student Handbook**

I have read and understand the information presented and will abide by the School of Nursing Graduate Student Handbook.

I have been given an opportunity to ask questions to clarify any content and I agree to abide by the School of Nursing Graduate Student Handbook and utilize the Simulation Resource Center (SRC) for its intended purpose.

I consent to be videotaped while in the SRC under the outlined guidelines.

I understand that information and policies are also subject to change and will abide by the most recent version of the Graduate Student Handbook.

Please print this page, sign your name and date below that you have read the contents and received an electronic copy of the Graduate Student Handbook. Submit this page to your academic advisor who will put in your student file. Thank you.

Student Name (print) _____

Student Signature _____

Date signed _____

