

AMERICAN UNIVERSITY OF HEALTH SCIENCES



Nursing Education Track



Nursing Administration, Leadership & Management Track



**Family Nurse Practitioner Track
Post-Graduate APRN Certificate-FNP**



MASTER OF SCIENCE IN NURSING (MSN) & POST-GRADUATE APRN CERTIFICATE PROGRAMS

ADMISSIONS CONSULTATION PACKET 2025-2026 (Revised Nov 10/01/2025)

1600 E. Hill St., Signal Hill, CA 90755 | Ph. 562.988.2278

The AUHS MSN Program has been granted Institutional Accreditation (WSCUC, TRACS) and State Approval (BPPE). The Baccalaureate of Science in Nursing (BSN) degree program/Master of Science degree program/and post-graduate APRN certificate program at the American University of Health Sciences are currently accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

This graduate admission consultation packet is not an agreement or contract between individual student and the AUHS School of Nursing (SON), Master of Science in nursing (MSN) Graduate Program. AUHS SON MSN Graduate Programs reserve the right to revise or delete statements, policies, curriculum, fees, and calendar, as necessary. All revisions are effective immediately upon notification.

Table of Contents

MISSION AND LEARNING OUTCOMES.....	1
AUHS UNIVERSITY MISSION	1
INSTITUTIONAL LEARNING OUTCOMES	1
APPROVALS AND ACCREDITATIONS	2
WASC SENIOR COLLEGES AND UNIVERSITY COMMISSION (WSCUC)	2
BUREAU FOR PRIVATE POSTSECONDARY EDUCATION (BPPE)	2
TRANSNATIONAL ASSOCIATION OF CHRISTIAN COLLEGES AND SCHOOLS (TRACS).....	2
COMMISSION ON COLLEGIATE NURSING EDUCATION (CCNE)	2
CALIFORNIA BOARD OF REGISTER NURSING (BRN).....	2
ACCREDITATION COUNCIL FOR PHARMACY EDUCATION (ACPE).....	2
ADMISSION REQUIREMENTS	3
ADMISSION PROCEDURES	3
ADMISSION REQUIREMENTS.....	3
PREREQUISITE COURSES	3
TRANSFER POLICY	4
FINANCIAL AID REQUIRED DOCUMENTS	4
ADMISSION DENIALS / WITHDRAWALS	4
HOW THE PROGRAM WORKS.....	4
QUARTER SYSTEM	4
QUARTER BREAKS	4
DEFINITION OF QUARTER CREDIT UNIT.....	4
GRADING SCALE.....	4
TUITION AND FEES SCHEDULES.....	5
MASTER OF SCIENCE IN NURSING (MSN) AND THREE (3) SPECIALIZATION TRACKS.....	6
MSN PROGRAM PROGRESSION.....	8
PROGRAM PROGRESSION	8
GRADUATION REQUIREMENTS.....	8
FINANCIAL AID INSTRUCTIONS FOR GRADUATE PROGRAM.....	8
CREATE FEDERAL STUDENT AID (FSA) ID	8
FAFSA – STUDENT AID REPORT (SAR).....	9
ENTRANCE COUNSELING.....	9
MASTER PROMISSORY NOTE (MPN) www.studentloans.gov	9
TO APPLY FOR AID – GRADUATE PLUS LOAN www.studentloans.gov	9
TO ORDER IRS TRANSCRIPT BY MAIL	9
FINANCIAL AID Q & A	10
LETTER FROM THE DEAN.....	13

MISSION AND LEARNING OUTCOMES

AUHS UNIVERSITY MISSION

American University of Health Sciences (AUHS) is a private Christian-based minority-serving University of higher education welcomes students of diverse backgrounds and prepares them to make a positive impact on society through the provision of exceptional quality patient-centered care within the context of a global perspective of the human condition. This mission is accomplished through the creation of a strong and caring academic environment where excellence, diversity, and the development of the entire person – mind, body, and spirit – is addressed and where teaching/learning, research, service, and scholarship is valued and supported. *Inspired by a strong belief in God and the Christian values of love* and caring for humankind, and of justice and respect, the University's core values include a holistic approach to education, promotion of the intellectual, analytical, and critical thinking abilities of its students, evidence-based knowledge, and service to our fellow man, and a commitment to life-long learning.

INSTITUTIONAL LEARNING OUTCOMES

1. **Performance. (Research/Scholarship).** In the area of performance., graduates will provide excellent and evidence-based health care services to diverse populations.
2. **Cultural Competence (Diversity).** In the area of cultural competence, graduates will serve to reduce health disparities by providing effective health services to people from diverse cultures and populations.
3. **Critical Thinking (Academic Preparation/Education).** In the area of critical thinking, graduates will apply higher order thinking skills, best evidence, and knowledge integration to improve the health of individuals, communities, and populations.
4. **Social Responsibility (Service).** In the area of social responsibility, graduates will apply professional knowledge and skills to the service of humanity and specially to disadvantaged populations in an effort to reduce health disparities among people of different races, ethnicities, social status, and economic well-being.
5. **Christian Values.** God-centered focus on spiritual, personal, and professional development, community service, and patient care, AUHS recognizes its critical role in community development and social health service. It is aware that institutional success is defined in large part by what students give back to society, and how students make a difference beyond the four walls of the classroom. The University impresses upon all graduates the higher mission and noble privilege of community service and improving the quality of healthcare through both provisions of care and scholarly study of the impact of that care.

APPROVALS AND ACCREDITATIONS

WASC SENIOR COLLEGES AND UNIVERSITY COMMISSION (WSCUC)

American University of Health Sciences (AUHS) is accredited by the WASC Senior College and University Commission (WSCUC), located at 985 Atlantic Avenue, Suite 100, Alameda, CA 94501, Tel: 510.748.9001. WSCUC is a regional accrediting body recognized by the U.S. Department of Education (USDOE) and the Council on Higher Education Accreditation (CHEA). www.wascsenior.org.

BUREAU FOR PRIVATE POSTSECONDARY EDUCATION (BPPE)

AMERICAN UNIVERSITY OF HEALTH SCIENCES (AUHS) is a private institution and is approved to operate by the Bureau of Private Postsecondary Education which means compliance with state standards as set forth in the California Education Code. The Bureau's approval means compliance with minimum state standards and does not imply any endorsement or recommendation by the state or superintendent. Institutional approval must be re-approved every three years and is subject to continuing review. P.O. Box 980818, Sacramento, CA 95798-0818, Tel: 916.574.7720. www.bppe.ca.gov.

TRANSNATIONAL ASSOCIATION OF CHRISTIAN COLLEGES AND SCHOOLS (TRACS)

AMERICAN UNIVERSITY OF HEALTH SCIENCES (AUHS) is a member of Transnational Association of Christian Colleges and Schools (TRACS), located at 15935 Forest Road, Forest VA 24551, Tel: 434.525.9539, email: info@tracs.org, having been awarded accredited status as a category III institution by the TRACS Accreditation Commission. TRACS is recognized by the US Department of Education (USDOE), and the Council for Higher Education Accreditation (CHEA), and the International Network for Quality Assurance Agencies in Higher Education (INQSSHE). info@tracs.org.

COMMISSION ON COLLEGIATE NURSING EDUCATION (CCNE)

The BSN Program at American University of Health Sciences is accredited by the Commission on the Collegiate Nursing Education (CCNE) through June 30, 2027. CCNE is recognized by the U.S. Secretary of Education as a national accreditation agency. CCNE is located at 655 K Street NW, Washington DC 20001, 202.887.6791. www.ccneaccreditation.org.

The Baccalaureate of Science in Nursing (BSN) degree program/Master of Science degree program/and post-graduate APRN certificate program at American University of Health Sciences is currently accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

Accreditation for the Master of Science degree program/and post-graduate APRN certificate program at American University of Health Sciences is through December 31, 2026.

CALIFORNIA BOARD OF REGISTER NURSING (BRN)

American University of Health Sciences (AUHS) BSN program is approved by California Board of Register Nursing (BRN). The MSN Degree Programs are currently seeking approval from the CA BRN. The BRN has the authority to approve registered nursing and advanced practice nursing programs in California. The purpose of approval is to ensure the program's compliance with statutory and regulatory requirements. Pre-licensure nursing programs must be approved by the BRN. 1747 N. Market Blvd., Suite 150, Sacramento, CA 95834, Tel: 916.322.3350, 916.574.7699. www.rn.ca.gov.

ACCREDITATION COUNCIL FOR PHARMACY EDUCATION (ACPE)

American University of Health Sciences School of Pharmacy's Doctor of Pharmacy program has been granted Precandidate status by the Accreditation Council for Pharmacy Education, 190 South LaSalle Street, Suite 2850, Chicago, IL 60603, 312/644-3575; FAX 866/228-2631, web site www.acpe-accredit.org.

ADMISSIONS REQUIREMENTS

ADMISSIONS CRITERIA, POLICIES, AND PROCEDURES

ADMISSIONS PROCEDURES

Prospective students must have applied for admission to their program of study to be officially accepted for a specific starting date. The process includes the following steps:

1. Contact the university and make an appointment with an admissions representative for an initial consultation (except doctorate-level programs).
2. Send a complete application packet with required documents to AUHS Admissions Department by the deadline. Only complete applications will be processed.
3. Complete scheduled formal interviews, by invitation only.
4. Complete Financial Aid meetings.
5. Respond to the Acceptance Letter.
6. Attend the New Student Orientation.

ADMISSIONS REQUIREMENTS

In order to be eligible for review, application must have:

1. Earned Bachelor of Science in Nursing degree from an appropriately accredited institution.
2. Evidence of an active and valid license as a registered nurse in the United States and its territory upon admission.
3. 3.0 or higher cumulative GPA on a four-point (4.0) scale.
4. A copy of current professional certificates and/or license(s) (if applicable).
5. A resume that itemizes the applicant's volunteer experiences in the related field, and/or any community services that demonstrate leadership and organizational skills.
6. Three professional letters of reference pertaining to academic ability, professional competency, and personal character.
7. Submission of sealed official transcripts or e-transcripts from all schools that the applicant has attended.
8. All foreign transcripts must be evaluated, course by course, by agencies such as World Education Services (WES), and sent directly to AUHS Admissions Department before acceptance of transfer credits or proof of graduation from a degree-granted program
9. If applicable, applicants from countries where English is not the primary language and medium of instruction must complete the Test of English as a Foreign Language (TOEFL) with a minimum score of 560 on the written test, 220 on the computer-based test or 87 on the Internet-based test or complete the International English Language Examination (IELTS) with a minimum overall band score of 7. For TOEFL information, please visit <https://www.ets.org/toefl> .The AUHS code is 4262.
10. Telephone, video conference, or in-person interview may be a part of the admission process.
11. Accepted students must attend a MANDATORY New Student Orientation session.

****Post-admission before clinical rotation***

All required health records, evidence of CPR certification, criminal background check, licensure, personal health insurance, and professional liability insurance must be kept on file. It is each student's responsibility to keep all records up to date. Drug screens and immunizations may be required for clinical placements.

PREREQUISITE COURSES

All applicants to the MSN program must complete the following undergraduate courses prior to entering the program: Statistics and Nursing Research. In addition, students admitted to the Post-Graduate APRN Certificate Program must have completed the three advanced prerequisite courses with a minimum grade of "B" in each advanced course:

1. Advanced Pathophysiology Course
2. Advanced Physical Assessment Course
3. Advanced Pharmacology Course

These advanced courses must be concluded within 7 years prior to entering the program.

TRANSFER POLICY

Transfer credit is not accepted.

Note: Applicants for the Post-Graduate APRN Certificate program, Advanced Pharmacology, Advanced Physical Assessment, and Advanced Pathophysiology courses will be evaluated based on the required credit hours (50 theory hours) and GPA (B or higher).

FINANCIAL AID REQUIRED DOCUMENTS

1. A copy of Driver's license and US Passport (or one of the following: Birth certificate, green card, certificate of naturalization)
2. A complete and signed copy of two (2) AUHS Financial Aid forms:
 - Financial Aid Application Form
 - Student Institutional Authorization Form
3. Completion of three (3) parts of free application for Federal Student Aid (FAFSA) online application:
 - PART-1: Student Aid Report (SAR)
 - PART-2: Entrance Counseling
 - PART-3: Master Promissory Note (MPN)

ADMISSION DENIALS / WITHDRAWALS

After declining admission to a specific term, when seeking admission again, the applicant must resubmit a new application packet with required documents and meet the current admission requirements and complete the entire admission process.

APPLICATION DEADLINES (*After the deadline, applications may still be accepted depending on seat availability*).

HOW PROGRAM WORKS

QUARTER SYSTEM

The University is a 4 quarter, year-round operation system that provides an essential flexibility for adult students. Each quarter is 3 months in length with the equivalent of 11 weeks of classroom instruction conducted in a 2-3 day block each month. AUHS credits are expressed in a quarter unit; one-quarter unit normally represents no less than one hour of classwork and two or more hours of outside study per week for one quarter. One and one-half (1 ½) quarter units are equivalent to one (1) semester unit, and one (1) quarter unit is equivalent to 2/3 of a semester unit.

QUARTER BREAKS

After the completion of the final exams on the 11th week of each quarter, 1 - 2 weeks of quarter break(s) are scheduled.

DEFINITION OF QUARTER CREDIT UNIT

One (1) quarter credit hour equals 10 hours of lecture, 20 hours of laboratory work and 30 hours of externship/field instruction. One hour lecture consists of a 10-minute break.

GRADING SCALE

All courses require a minimum passing grade of **B** or **higher**.

The American University of Health Sciences (AUHS) Family Nurse Practitioner (FNP) program prepares all students to meet eligibility requirements to sit for a national Family Nurse Practitioner certification examination. Upon successful completion of the program and attainment of national FNP certification, graduates are required to apply for California Family Nurse Practitioner licensure through the California Board of Registered Nursing (BRN) using Method 2.

In alignment with California BRN Method 2 requirements, the AUHS FNP program is structured to ensure completion of all required graduate-level didactic coursework, role preparation, and supervised clinical practice hours necessary for licensure consideration. The curriculum is designed to meet national FNP educational standards and provides the academic and clinical preparation required for graduates to demonstrate competency consistent with California BRN FNP licensure expectations.

TUITION AND FEES SCHEDULES

2023-2024

PROGRAM	TOTAL UNITS	TOTAL TUITION COST	Tuition COST PER QUARTER
Family Nurse Practitioner	85	\$53,125	\$8,854.17
Nursing Education track or Nursing Administration, Leadership, and Management	65	\$40,625	\$8,125
Post-Graduate Advanced Practice Registered Nurse (APRN) Certificate	41	\$25,625	\$8,542

**Academic Year definition consists of 9 months or 3 quarters as it relates to Federal Financial Aid.*

Note:

1. The cost of the program is subject to change without notice. Call the Admissions office for the current cost.
2. **3Ps (Advanced Pathophysiology, Advanced Pharmacology, and Advanced Physical Assessment) are taken at the Open University for an additional cost, not covered by the tuition fees.**

FEES

FIRST ACADEMIC YEAR		
Technology Fee (Complio, LMS, Watermark, IT resources, Core Elms)	\$1,786	Pay to AUHS – part of tuition
Program Fees (Uniform 2 sets \$70), Immunization Certification \$200	\$270	Outside Source
Background check and drug screen	\$106	Outside Source
University Fee: (Lab Fee \$700, Library Fee \$210, Parking Permit Fee \$60, student ID \$30, Initial printing 1,000 maximum)	\$1,000	Pay to AUHS – part of tuition
Books (approximate \$500/qtr.)	\$1,500	Outside Source
National Board Certification Review + Integration of Board Certification Readiness (MSN-FNP, Post-Graduate APRN)	\$2,200	Pay to AUHS – part of tuition
Curriculum Fee (MSN-FNP, Post-Graduate APRN)	\$2,200	Pay to AUHS – part of tuition
TOTAL FIRST ACADEMIC YEAR	\$9,062	
SECOND ACADEMIC YEAR		
Technology Fee (Complio, LMS, Watermark, IT resources, Core Elms)	\$1,786	Pay to AUHS – part of tuition
Program Fees: (malpractice insurance \$100, Immunization Certification \$200 [if required])	\$300	Outside Source
University Fee: (Library Fee \$210, Parking Permit Fee \$60)	\$270	Pay to AUHS – part of tuition
Books (approximate \$500/qtr.)	\$1,500	Outside Source
Graduation Fee (optional for Post-Graduate APRN)	\$650	Pay to AUHS – part of tuition
TOTAL SECOND ACADEMIC YEAR	\$4,506	
GRAND TOTAL	\$13,568	

* Book charges are approximate. Students are required to purchase their books. Please note that all prices/fees are estimates only and are subject to change*

PROFESSIONAL FEES (PAID BY STUDENT)

1. \$75 Live Scan (*cost subject to change*)
2. Student Associations (optional)

Student's Printed Name

Signature

Date

MASTER OF SCIENCE IN NURSING (MSN) AND THREE (3) SPECIALIZATION TRACKS

MASTER OF SCIENCE IN NURSING: NURSE EDUCATION, NURSE ADMINISTRATION, LEADERSHIP, AND MANAGEMENT, FAMILY NURSE PRACTICE													
NURSING EDUCATION	QUARTER 1	CR	QUARTER 2	CR	QUARTER 3	CR	QUARTER 4	CR	QUARTER 5	CR		TOTAL	
	GN 500: Theoretical Concepts and Trends in Advanced Practice Nursing	5	GN 505: Information Technology & Tools for Healthcare Improvement	5	GN 501: Advanced Pathophysiology	5	GN 530: Foundations of Professional Roles and Responsibilities of Nurse Educators	5	GN 533: Evaluation Strategies and Methods for Nursing Education	5			25
	GN 503: Leadership, Ethics & Interprofessional Collaboration for Advanced Practice	5	GN 506: Global Health, Culture, and Health Policy for the Advanced Practice Nurse	5	GN 502: Advanced Pharmacology	5	GN 531: Curriculum Design in Nursing Education	5	GN 610: Nursing Education-Clinical Field Practicum	5			25
			GN 507: Research and Evidence-Based Practice in Advanced Practice	5	GN 504: Advanced Physical Assessment	5	GN 532: Innovative Strategies in Nursing Education	5					15
		10		15		15		15		10			65

NURSING ADMINISTRATION LEADERSHIP AND MANAGEMENT	QUARTER 1	CR	QUARTER 2	CR	QUARTER 3	CR	QUARTER 4	CR	QUARTER 5	CR		TOTAL	
	GN 500: Theoretical Concepts and Trends in Advanced Practice Nursing	5	GN 505: Information Technology & Tools for Healthcare Improvement	5	GN 501: Advanced Pathophysiology	5	GN 520: Advanced Nursing Leadership	5	GN 523: Analysis and Application of Administrative Strategies in Nursing	5			25
	GN 503: Leadership, Ethics & Interprofessional Collaboration for Advanced Practice	5	GN 506: Global Health, Culture, and Health Policy for the Advanced Practice Nurse	5	GN 502: Advanced Pharmacology	5	GN 521: Organizational Behavior in Healthcare	5	GN 600: Nursing Administration, Leadership and Management Field Experience	5			25
			GN 507: Research and Evidence-Based Practice in Advanced Practice	5	GN 504: Advanced Physical Assessment	5	GN 522: Healthcare Financial Management & Economics	5					15
		10		15		15		15		10			65

FAMILY NURSE PRACTITIONER Family/Individual Across the Lifespan category	QUARTER 1	CR	QUARTER 2	CR	QUARTER 3	CR	QUARTER 4	CR	QUARTER 5	CR	QUARTER 6	CR	TOTAL
	GN 500: Theoretical Concepts and Trends in Advanced Practice Nursing	5	GN 505: Information Technology & Tools for Healthcare Improvement	5	GN 501: Advanced Pathophysiology	5	GN 542: Primary Care of the Adult/Older Adult Patient in Advanced Practice	5	GN 540: Primary Care of the Pediatric Patient in Advanced Practice	2.5	GN 543: Primary Care of the Family in Advanced Practice- Putting It Together	5	27.5
	GN 503: Leadership, Ethics & Interprofessional Collaboration for Advanced Practice	5	GN 506: Global Health, Culture, and Health Policy for the Advanced Practice Nurse	5	GN 502: Advanced Pharmacology	5	GN 542L: Primary Care of the Adult/OlderAdult Patient in Advanced Practice - Clinical	10	GN 540L: Primary Care of the PediatricPatient in Advanced Practice-Clinical	2.5	GN 543L: Primary Care of the Family inAdvanced Practice- Clinical	10	37.5
			GN 507: Research and Evidence-Based Practice in Advanced Practice Nurse	5	GN 504: Advanced Physical Assessment	5	GN 696: CAPSTONE	5	GN 541: Primary Care of Women inAdvanced Practice	2.5			17.5
									GN 541L: Primary Care of Women in Advanced Practice - Clinical	2.5			2.5
	10		15		15		20		10		15	85	

FAMILY NURSE PRACTITIONER TRACK Post-Graduate APRN Certificate Program	QUARTER 4	CR	QUARTER 5	CR	QUARTER 6	CR	TOTAL
	GN 542: Primary Care of the Adult/Older Adult Patient in Advanced Practice	5	GN 540: Primary Care of the Pediatric Patient inAdvanced Practice	2.5	GN 543: Primary Care of the Family in AdvancedPractice - Putting it Together	5	12.5
	GN 542L: Primary Care of the Adult/OlderAdult Patient in Advanced Practice - Clinical	10	GN 540L: Primary Care of the Pediatric Patient inAdvanced Practice-Clinical	2.5	GN 543L: Primary Care of the Family in AdvancedPractice-Clinical	10	22.5
	GN 970: CAPSTONE	1	GN 541: Primary Care in Women in AdvancedPractice	2.5			3.5
			GN 541L: Primary Care in Women in AdvancedPractice-Clinical	2.5			2.5
	16		10		15	41	

Instructional Clock Hour to Credit Conversion

FOR LECTURE.....One Credit=10 Lecture Hours
 FOR LABORATORY.....One Credit=20 Laboratory Hours
 FOR EXPERIENTIAL... ..One Credit=30 Practicum Hours

Instructional Clock Hour to Credit Conversion

A "clock (contact) hour" includes a minimum instructional time of 50 minutes of supervised or directed instruction and appropriate break(s).

MSN PROGRAM PROGRESSION

PROGRAM PROGRESSION

1. Progression within a course and from course to course is governed by the general faculty in concert with the Dean of School of Nursing (SON). Course sequences are prescribed according to the graduate program plan of study and accrediting agencies.
2. Faculty may review a student's record based on didactic and clinical performance, professionalism, and attendance. The Dean may put the student on probation, make conditional requirements, and/or dismiss the student. The Dean in concert with the faculty will give a letter to the student stating the action of the Faculty. Appeal of this action by student is made to Dean.
3. Throughout the program, a minimum cumulative grade point average of 3.0 (on a 4.0 scale) must be maintained.
4. A grade of "B" or better must be achieved in all courses. A student receiving a grade below a "B" in any course is considered to have failed that course. Student then must remediate and pass that course.
5. Student is only permitted to fail ***one course*** in the process of completing the MSN program. Student may retake the failed course(s). If the student fails the second repeated course after retaking, the student may not continue in the program.
6. A student may not drop a course to avoid receiving a failing grade. Before dropping a course, the student must seek counsel from the faculty or the Dean.
7. Students who need completion of clinical hours, after successfully completing the didactic courses, are required to enroll in clinical extension course(s) to maintain continuous enrollment with tuition cost per clinical course.

GRADUATION REQUIREMENTS

A student will be recommended for the degree of MSN provided the student:

1. Has completed all required courses in their chosen specialization; and
2. Is not on provisional academic status, has completed all prescribed courses with a grade of 3.0 or higher, has completed all prescribed academic requirements with a cumulative GPA of 3.0 higher, has no outstanding incomplete grade, and has a passing grade for all clinical rotations; and
3. Has performed and behaved in a manner that is ethical, professional, and consistent with the advanced practice nursing; and
4. Has satisfactorily passed prescribed examinations and
5. Has completed all required hours of community service, including mission trip (if applicable); and
6. Has completed all degree requirements within three years following initiation of the matriculation process for the MSN-Nursing Education (NE); Nursing Administration, Leadership and Management (NALM) and Post-Graduate APRN Certificate tracks; and three and a half years of the matriculation process for the MSN FNP track; and
7. Has met all AUHS financial requirements and obligations.

FINANCIAL AID INSTRUCTIONS FOR GRADUATE PROGRAM

(AUHS School Code: 032253)

CREATE FEDERAL STUDENT AID (FSA) ID

<https://fsaid.ed.gov/npas/index.htm>

1. Enter your e-mail address
2. Create password and Confirm Password
3. Enter Your First and Last Name
4. Enter Your Date of Birth
5. Enter Contact Information
6. Create username
7. Enter Challenge Question
8. Confirm your information, Verify and Complete

****If you are a dependent (23 or younger), parent(s) must apply for FSA**

FAFSA – STUDENT AID REPORT (SAR)

<https://studentaid.gov/h/apply-for-aid/fafsa>

1. Save your FSA ID and Password from Federal Financial Aid.
 - If you are a dependent (23 or younger), parents must apply for FSA ID)
2. Apply for Free Online Federal Student Aid (FAFSA) at <https://studentaid.gov/h/apply-for-aid/fafsa>
 - Use the IRS data retrieval tool to complete the application.
3. Sign with a FSA ID on the FAFSA form by you and one of your parents or legal guardians for Dependent Student.
4. Print the SAR PDF version of the current year.
5. Include SAR in your Admission Application Packet to AUHS Admission Office.

ENTRANCE COUNSELING

www.studentloans.gov

1. Log on to www.studentloans.gov
2. Log in with your FSA ID and Password
3. Click on Complete Aid Process “Complete Entrance Counseling” click Start Entrance Counseling
4. Select California as the state of the school
5. Select “American University of Health Sciences” then click “Notify this school”
6. Click “I am completing Entrance Counseling to receive Direct Loans as a *Graduate Student or Professional*”
7. Click “Continue”
8. Take the quiz
9. Click Complete Counseling (right side)
10. Submit the proof of Completion with your application to Admissions Office

MASTER PROMISSORY NOTE (MPN) www.studentloans.gov

This is a legal document that you say you promise to repay your loan and any interest.

1. Click on “Complete Aid Process”
2. Click Masters Promissory Note
3. Click on “MPN Subsidized/Unsubsidized Loan” *and then* complete the “PLUS MPN for **Graduate/Professional Students**”
4. Enter ALL of your information
5. Click “Continue”
6. Sign with your First Name and Last Name
7. Click “Continue”
8. Click Submit and Print the MPN or send us the Confirmation email: financialaid@auhs.edu

TO APPLY FOR AID – GRADUATE PLUS LOAN www.studentloans.gov

This is to qualify for **FEDERAL LOANS for Graduate/Professional Students** and will run your credit-*Please see Financial Aid Office before applying,*

1. Click “Apply for Aid”
2. Click “Apply for a Grad. Plus, Loan”
3. Click “Start” Apply for a Plus Loan
4. Select the “Award Year” FA will provide this.
5. Select “American University of Health Sciences”
6. Loan Requested amount and Loan Period- See Financial Aid Office or email financialaid@auhs.edu

TO ORDER IRS TRANSCRIPT BY MAIL

1. Click “**Order Tax Return Transcript**” in the Online Services Sessions
2. Click “**Order a Transcript**”
3. Enter the tax filler’s SS#, DOB, street address & zip code
Use the address currently on file with the IRS. This will be the address that was listed on the latest tax return filed. However, if an address change has been completed through the US Postal Service, the IRS may have the updated address
4. Click “**Continue**”
5. Select “**Return Transcript**”
6. Select the **previous year**
If successfully validated, tax fillers can expect to receive a paper IRS Tax Return Transcript at the address included in their online request within 5-10 days from the time the online request was successfully transmitted to IRS.

Online Request – If Flagged for Verification on SAR (*It is required when * is next to your EFC score on front page of your SAR*)

Available on IRS website at www.irs.gov choose either **Get Transcript ONLINE** or **Get Transcript by MAIL** or **Call 1-800-908-9946**

FINANCIAL AID Q & A

As you navigate along the road to applying for financial aid you may have questions. We have attempted to answer many of those questions below. If other questions develop, or if issues arise that require assistance, please do not hesitate to contact the Financial Aid Office for help. Throughout the process we want to assure you that we are here to help you.

What is federal student aid?

It is financial aid from the federal government to help you pay for educational expenses at an eligible college. There are three categories of federal student aid: grants, work-study, and loans.

How do I apply for aid?

Complete the FAFSA online at www.fafsa.gov.

What is FAFSA?

The FAFSA is the Free Application for Federal Student Aid is the main application for financial aid. You will need to complete the FAFSA in order to receive federal student aid. AUHS participates in the following federal student aid programs:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work Study (FWS)
- Federal Direct Loans
- Direct Subsidized Loans
- Direct Unsubsidized Loans
- Direct PLUS Loans (Parent loan)

How Soon after January 1st should I complete the FAFSA each year?

You should complete your FAFSA as soon as possible but a few weeks after you file your taxes so that you can use the IRS Data Retrieval Tool.

Can a person under the age of 18 apply for and receive federal financial aid?

As long as the person is the age of compulsory education you can apply for federal financial aid. In the state of California, you are considered the age of compulsory education when you are a high school graduate.

Do I have to be admitted to AUHS before I can apply for financial aid?

You can apply for financial aid anytime. You must be enrolled in an eligible program in order to receive financial aid.

Who can help me with questions that I may have about financial aid before I apply?

You can call the Financial Aid Office at AUHS (562) 988-2278 or you can call the Department of Education at 1-800-433-3243.

If my parents recently got divorced, and I am only 23 years old, not living with either of my parents, which parent is responsible for completing the FAFSA?

The parent that you last lived with or who provides the most support for you.

What happens after I complete the FAFSA?

Within a few days, the U.S. Department of Education will send you your Student Aid Report (SAR) – the result of your FAFSA by e-mail with a link to your electronic SAR. Your complete, correct SAR will contain your Expected Family Contribution (EFC) – the number used to determine your financial need.

What is the Expected Family Contribution (EFC)?

Your EFC is an index number that the college financial aid staff uses to determine how much financial aid you would receive if you were to attend their school. The information you report on your FAFSA is used to calculate your EFC.

How can I find out what types and how much federal aid I am eligible for?

Your financial aid representative will explain your entire aid package to you when you meet with her. You will be provided with an award letter every year for the duration of the program.

My SAR says I am selected for Verification. What should I do?

The Financial Aid Office will be in touch with you to provide to you what you will need in order to clear Verification. You can always contact the FA office prior to hearing from them to get the process started.

Does my income affect my federal student loan package?

The Federal Subsidized loan is a need-based loan and income can affect eligibility. When you meet with your Financial Aid Representative, she will go over your eligibility with you.

What is AUHS's school code?

032253. You will need this code when you complete your FAFSA.

I don't think I qualify for federal student aid. Should I apply anyway?

If you have money set aside for your education and you don't need assistance with paying for your tuition and fees then you do not need to apply. If you need assistance there are need based and non-need based programs that you may be eligible for.

What are the basic requirements to be eligible for Federal Student Aid?

- Financial need (PELL, FSEOG, FWS and Direct Subsidized Loans)
- U.S. citizen or eligible non-citizen
- Valid Social Security number
- Selective Service registration (males)
- You must be enrolled in an eligible program
- You must meet satisfactory academic progress standards set by the school
- You must not be in default on any federal loans
- You must not owe money on a federal student grant
- You must be a high school graduate

If I have existing loans, will it affect my eligibility for federal loans?

You must be in good standing on your existing federal loans (not in default) in order to receive more loans. Your Financial Aid Representative will be able to determine any other limiting factors.

Where can I find out if I have outstanding federal loans and what lenders hold those loans?

The National Student Data System (NSLDS) is the U.S. Department of Education's central database for student financial aid records. The secured site displays information on your loans including amounts, outstanding balance and status. Log onto nslds.ed.gov and select financial aid review.

Can I stop my payments on existing federal loans while I attend AUHS?

You can complete an in-school deferment form to get your payments postponed as long as you are a student at an eligible school and have a half time or greater credit load. If you need to stop your payments your Financial Aid Representative can assist.

How do most students finance their tuition at AUHS?

The majority of the students at AUHS utilize federal and private fund to pay their tuition.

What is the average federal loan amount that AUHS students receive each year?

Most students receive between \$5,500 to \$12,500 each year depending upon how many units they transfer in and how many units they complete each year.

How do I stay eligible for financial aid throughout my program?

Once you're in school, make sure you stay eligible for federal student aid by paying attention to communication that you receive from the Financial Aid Office. Make sure that you are progressing toward graduation and stay committed. And remember to fill out your FAFSA every year. You can complete your FAFSA each year after October 1st by going to the website www.fafsa.gov. The Financial Aid Office at AUHS will follow up with you each academic year to make sure you stay on track.

PRIVATE LOANS – SALLIE MAE and COLLEGE AVE

How does my income affect my private loans?

There are various factors taken into consideration when a student applies for a private loan such as ability, stability and willingness to pay. Applicants must show that they have the ability to pay. We compare the total debt to your income and the amount of student loans you may already have. We consider your credit score and your payment history on other types of credit to demonstrate your willingness to repay your financial obligations.

Who do I contact if I have questions regarding a private loan?

If you have any questions on private student loan financing, please contact Sallie Mae at 877-279-7172 or visit www.salliemae.com and College Ave at 1-844-422-7502 or visit www.collegeave.com.

How can I find out the amount needed for a private loan?

When you meet with your financial aid representative she will be able to determine the amount that you need to apply for.

What is the interest rate on the private loan?

Updated rates, disclosure, and solicitation can be found at <https://www.salliemae.com/student-loans/smart-option-student-loan/terms/loan-app-solicitation/> and <https://www.collegevestudentloans.com/applicationdisclosures/>.

LETTER FROM THE DEAN

Dear Prospective Graduate Student,

Welcome to the American University of Health Sciences (AUHS) Graduate School of Nursing. We thank you for your interest in enrolling in the AUHS MSN program and/or Post-Graduate APRN Certificate Program. Our School of Nursing is recognized for its excellence in nursing education and the quality of our faculty, ensuring that our students' academic experiences are of the highest quality. We are a student-centric university where diversity and Christian values are a part of our mission, culture, and values. At the master's degree level, students are prepared for advanced practice roles such as Nurse Educators, Nurse Administrators, Leaders, and Family Nurse Practitioners.

You are applying for the Master of Science in Nursing degree (MSN) program in one of the following tracks or a graduate certificate program:

- Family Nurse Practitioner (FNP),
Evidence of active and valid licensure as a registered nurse in the State of California is mandatory before attending program clinical experiences for the FNP track. See Admissions requirements for details.
- Nursing Administration, Leadership, and Management (NALM)
- Nursing Education (NE)
- Certificate Program: Post-Graduate APRN Certificate Program

AUHS has been granted institutional accreditation (WSCUC, TRACS) and State Approval (BPPE) and was granted programmatic accreditation by CCNE and pending CA BRN approval. The normal full accreditation process requires five (5) sequential steps:

1. WASC Senior College and University Commission (WSCUC)
✓ APPROVAL GRANTED 5/23/19
2. Transnational Association of Christian Schools and Colleges (TRACS)
✓ APPROVAL GRANTED FOR MSN 7/5/19
✓ POST APRN GRADUATE CERTIFICATE (7/2020)
3. Bureau for Private and Post-Secondary Education (BPPE)
✓ APPROVAL GRANTED 8/22/19
4. Programmatic Accreditation from Commission on Collegiate Nursing Education (CCNE) Granted 2/3/2021
5. Board of Registered Nurses (BRN) approval (for the FNP track only)
* Following receipt of CCNE programmatic accreditation, AUHS will request approval of the MSN FNP track from the BRN, which is pending.

We look forward to working with you as you pursue your Master of Science in Nursing degree (MSN) or Post-Graduate APRN Certificate Program. You have received two copies of this letter. Please sign below and return with your application package to confirm that you fully understand the accreditation and approval processes and the current status of the American University of Health Sciences. Please let us know if you have any questions.

The AUHS MSN Program has been granted Institutional Accreditation (WSCUC, TRACS) and State Approval (BPPE). The Baccalaureate of Science in Nursing (BSN) degree program/Master of Science degree program/and post-graduate APRN certificate program at American University of Health Sciences is currently accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

Gregorio L. De Grano, PhD, MD, DNPc, APRN, FNP-C
Dean, SON Graduate Programs

I, _____ (print name), have read and fully understand the Master of Science in Nursing and Post-graduate APRN Certificate programs.

Prospective Student Signature _____

Date _____

Admissions Signature _____

Date _____



“Looking unto Jesus the author and finisher of our faith; who for the joy that was set before him endured the cross, despising the shame, and is sat down at the right hand of the throne of God.”-Hebrews 12:2