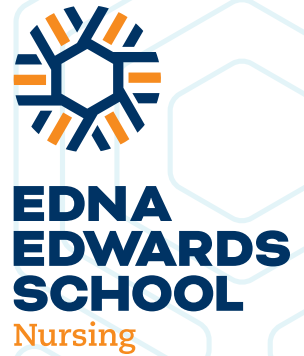


POST-LPN Bachelor of Nursing



When writing your letter of intent, make sure you include the following:

MOTIVATION FOR APPLYING AND UNDERSTANDING THE PROFESSION

- ☐ Explain how your experiences as an LPN and your understanding of the RN scope of practice and responsibilities influenced your decision to pursue the BN program.
- ☐ Reflect on how RN practice differs from your current LPN practice.
- ☐ Explain why you want to become a Registered Nurse (RN) and why this goal is personally meaningful.
- ☐ Discuss your commitment to completing the program and how you plan to sustain that commitment.
- ☐ Identify the knowledge, skills and perspectives you will need to develop as you transition to RN practice.

REFLECTION ON NURSING EXPERIENCE

- ☐ Describe a relevant experience from your nursing practice and explain what you have learned.
- ☐ Reflect on how the experience influenced your approach to nursing and how you might apply that learning in the future.

ACADEMIC READINESS

- ☐ Explain how you will prepare for the academic expectations of a degree program.
- ☐ Outline your approach to managing time and balancing coursework, clinical requirements, employment and personal responsibilities.

CLARITY AND PROFESSIONAL COMMUNICATION

- ☐ Address each category and follow submission instructions.
- ☐ Organize your ideas clearly and logically so they are easy to follow.
- ☐ Write in your own words and draw on your experiences and goals.
- ☐ Use respectful, professional language and review your work for spelling and grammar.
- ☐ Maintain confidentiality throughout your submission

GENERAL FORMATTING:

- ☐ Font: Times New Roman, Calibri, or Arial
- ☐ Size: 11 or 12 pt
- ☐ Spacing: Single-spaced within paragraphs; one blank line between paragraphs
- ☐ Margins: 1 inch on all sides
- ☐ Length: 2-3 pages
- ☐ Alignment: Left-aligned
- ☐ File type: Word or PDF when submitting electronically

