

NursingCAS Instructions

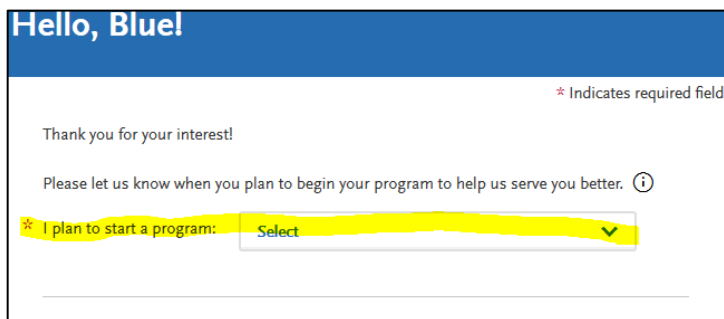
BSN Application

1) Go to <https://nursingcas.liasoncas.com/applicant-ux/#/login>

2) Create an Account

3) Login and then click on “Start Your Application”

4) Select the term and year of the desired admission cycle



Hello, Blue!

* Indicates required field.

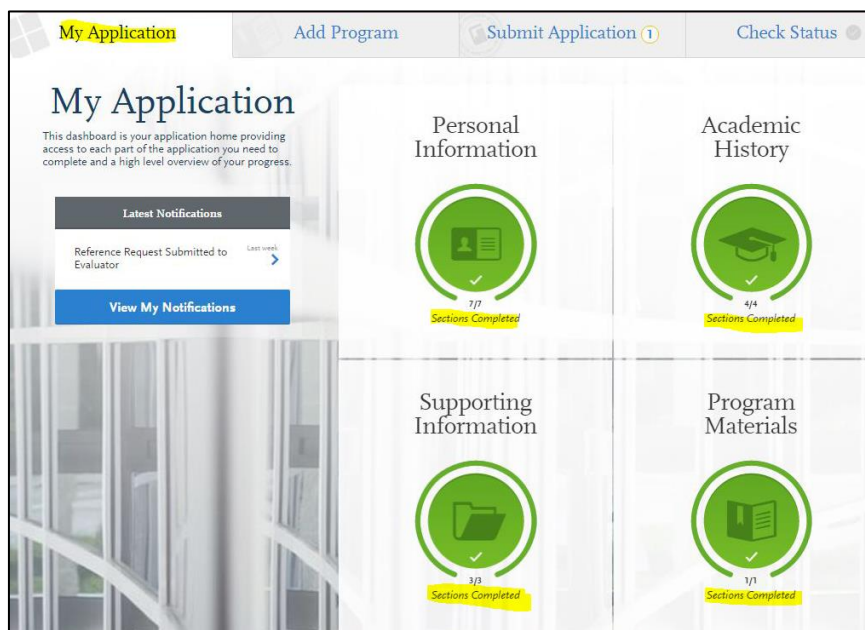
Thank you for your interest!

Please let us know when you plan to begin your program to help us serve you better. ⓘ

* I plan to start a program:

5) Select “California State University, Fresno” and continue

6) Complete all 4 quadrants under the “My Application” tab.



My Application

Add Program Submit Application (1) Check Status

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Latest Notifications

Reference Request Submitted to Evaluator Last week >


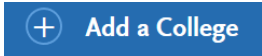

View My Notifications

Section	Sections Completed
Personal Information	7/7
Academic History	4/4
Supporting Information	3/3
Program Materials	1/1

7) Personal Information Quadrant


- Complete all sections
- Once complete, move on to the Academic History Quadrant



8) Academic History Quadrant

- **Must** complete the “High School Attended” section
 - Indicate the high school where a diploma was earned by clicking on 
 - High school transcripts are **not** required
 - Complete the section by clicking “I have Reviewed This Information”
- **Must** complete the “College Attended” section
 - Enter all colleges attended by clicking on 
 - Upload unofficial transcript for each college attended by clicking on 

****PLEASE DO NOT COMPLETE THE TRANSCRIPT REQUEST FORM TO HAVE TRANSCRIPT(S) SENT TO NURSINGCAS. UPLOAD UNOFFICIAL TRANSCRIPT(S) WHEN INSTRUCTED****

➤ Transcripts Entry (ONLY ENTER PREREQUISITE COURSES)

- Enter all completed prerequisites courses, even if you earned less than minimum ‘C’ grade, withdrew or repeated the course
- Enter all completed courses accurately within the appropriate institution where courses were completed
- To add more than one course per institution click on 
- If the institution does not list Lab course(s) separately on the transcript, you need to enter the Lab separately. See sample below for more information:

*TERM	*YEAR	*ACADEMIC STATUS	*COMPLETION STATUS	*COURSE CODE	*COURSE TITLE	*SUBJECT	*CREDITS	*GRADE	CAS GRADE		
Fall	2012	Junior	Completed	CHEM 3A	Intro Gen Chem	Chemistry	4	00	A	A	
				CHEM 3A	Lab	Chemistry	0	00	CR	None	

- Enter all AP credits correctly as seen on the sample below:

*TERM	*YEAR	*ACADEMIC STATUS	*COMPLETION STATUS	*COURSE CODE	*COURSE TITLE	*SUBJECT	*CREDITS	*GRADE	CAS GRADE
Fall	2012	Junior	Completed	CHEM 3A	Intro Gen Chem	Chemistry	4	00	A
				CHEM 3A	Lab	Chemistry	0	00	CR
				COMM 8	Group	Communications	3	00	A
				MATH 11	AP STATS	Statistics	0	00	CR

➤ **Standardized Tests**

- Enter TEAS scores by clicking on “Add Test Score”

TEAS

✓

Add Test Score

- Click on the “Yes” bubble, enter test date and test results.

TEAS

* Have you taken the test?

Yes No

* When did you take this test?

06/21/2018

Math Adjusted Individual Score	75	Reading Adjusted Individual Score	75
Science Adjusted Individual Score	75	English/Language Adjusted Individual Score	75
Total Adjusted Individual Score	75		

Save This Test

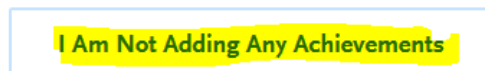
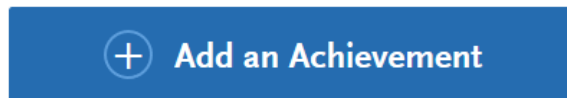
- Once section is complete, move on to the Supporting Information Quadrant

9) Supporting Information Quadrant

The School of Nursing does not require documents of Achievement, Experience, or Licensure & Certifications. Please complete sections as follows:

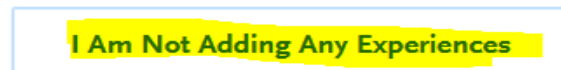
➤ Achievements

- Click “I am not Adding Any Achievements”



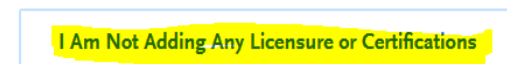
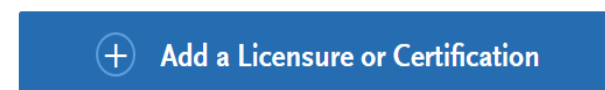
➤ Experiences

- Click on “I am not Adding Any Experiences”



➤ Licensure and Certifications

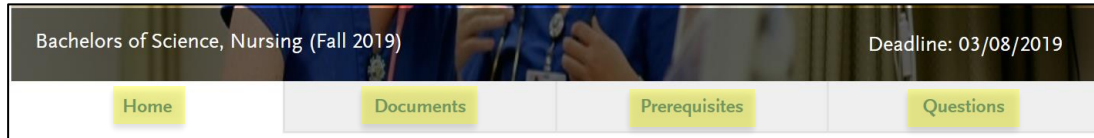
- Click on “I am not Adding Any Licensure or Certifications”



- Once section is complete, move on to the Program Materials Quadrant

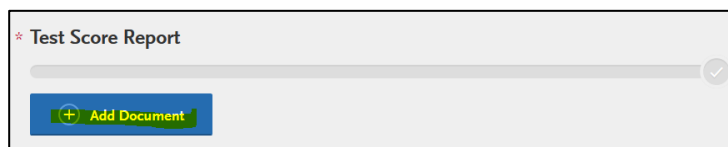
10) Program Materials Quadrant

- Click on “**Bachelor of Science, Nursing (Term/Year)**”
- **READ “HOME” TAB THOROUGHLY AND COMPLETE ALL OTHER TABS IN THIS SECTION:**

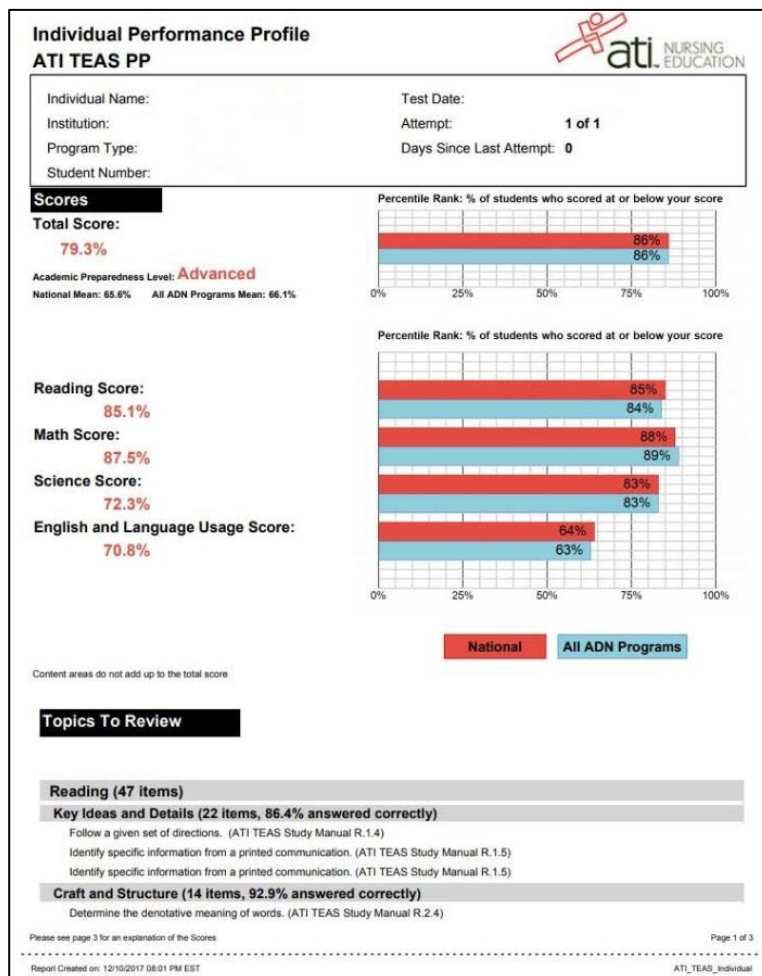


➤ Documents Tab

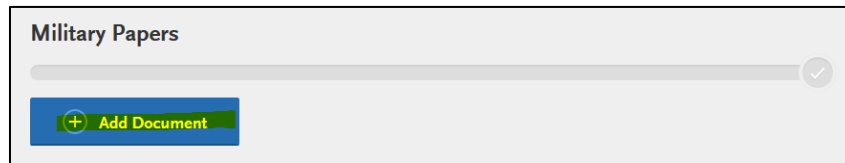
- Upload TEAS Individual Performance Profile by clicking on Add Document



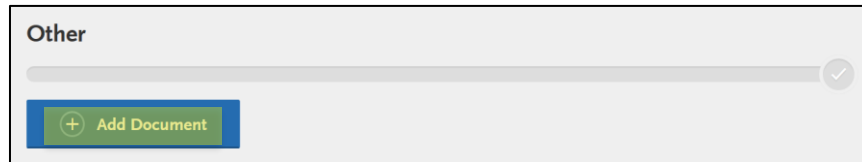
- Below is a sample of an acceptable TEAS




- If you are a Veteran, upload the Veteran DD214 form by clicking on “Add Document”

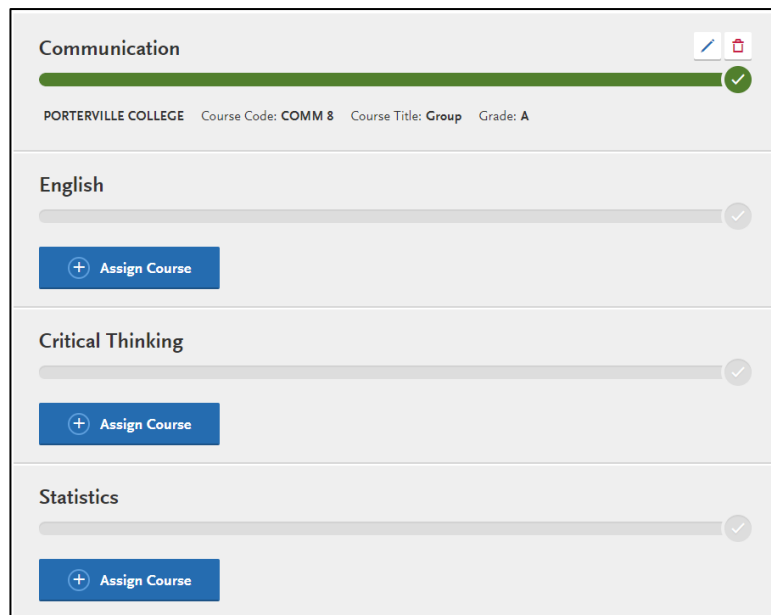


- If you completed a Hybrid Science Course(s), upload an official document indicating an in-person lab was completed by clicking on “Add Document” on the “Other” section.



➤ Prerequisites Tab

- Each prerequisite section will be populated with the respective coursework entered in the Transcript Entry under the Academic History section.
- Click on  to populate **EACH** prerequisite course:

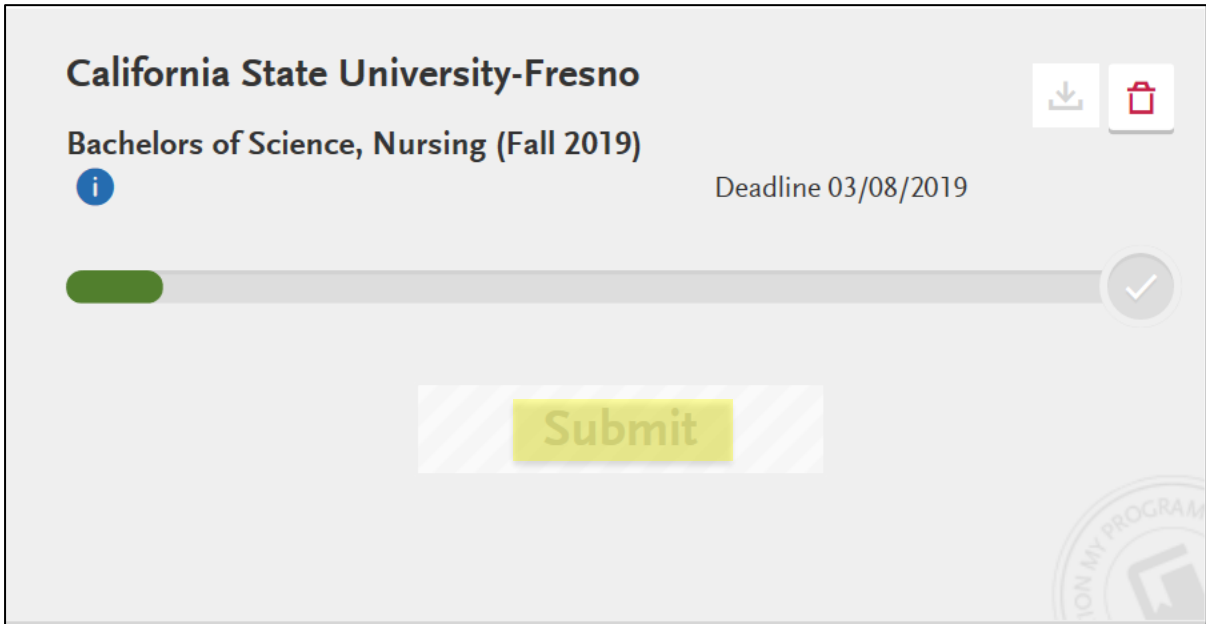


➤ Questions Tab

- Answer all questions

11) **Submit Application**

- In order to submit the application, the green check mark must appear signifying completion of all quadrants



- **Select “Submit Application” tab and pay required fees. Your application is now complete.**