BSN Nursing GPA Calculator Instructions

1. Open the excel worksheet [BSN Nursing Application GPA Calculator Worksheet](#). Notice that you may have to click the “Enable Editing” button in the top center of the page.

2. Type your name as it appears in MyNevada, use the tab key or mouse click to the next cell to type your 10 digit NSHE ID and catalog year. If you do not know your catalog year, you can look it up via your MyNevada account.

3. Click on the GRADE cell next to the course and a drop down box will appear. Select the grade that you earned and this will generate the credits and grade points automatically. Credit hours vary depending on the course and where the course was taken. If your credits are different, you can print the form and make a note on that line to remind the advisor of the required edit. Advisors will approve any edits to the form.

4. Click on the PREFIX & Number/Repeat cell to type all course information. Same process for the date and location.

5. Select the NSHE LOCATION cell and select the Nevada College, if applicable. Applicants that have earned more than 45 NSHE credits are reviewed for admission preference. NSHE credit can only be awarded ONCE for the select prerequisite.

If you repeated the class, click on the REPEAT GRADE and select the correct grade. The form will average the first two enrollments. If you replaced the grade or withdrew, enter only the earned grade in the first column.

See our [Class Repeat Policy](#)

Students that have repeat grades will use the highlighted Application GPA with Repeats for their Nursing major application.

**PLEASE SAVE A COPY OF THE NURSING GPA APPLICATION CALCULATOR ON A THUMB/ZIP DRIVE AND BRING TO YOUR ADVISING APPOINTMENT.**

Contact Julie at [jwoodard@unr.edu](mailto:jwoodard@unr.edu) if you have questions about the form.