

New Member Check List:

To facilitate the implementation of NEXus at your respective institution, we have provided this checklist as a resource to ensure all key personnel are on board with NEXus goals and objectives, and that students have an exceptional experience taking NEXus courses.

- Application for Membership to NEXus completed and submitted
- MOU has been reviewed and signed by key personnel
 - Dean
 - Registrar
 - Financial Aid
 - Provost
 - Graduate School
 - Other as identified
- Fee Structure has been reviewed and agreed upon by key personnel
- Common price agreement and splits have been reviewed and agreed upon by key personnel. Common price is all inclusive. Student will not incur any other charges than the agreed upon per credit common price (i.e. transcript fees, application fees).
- Key personnel verified and confirmed NEXus courses are exempt from transfer credit policies
- Campus Staff Coordinator has been identified and reviewed the position description
- Campus Faculty Coordinator has been identified and reviewed the position description
- Campus Staff Coordinator contact information has been forwarded to NEXus Administration
- Orientation/Implementation teleconference has been scheduled with NEXus Administration
- Orientation scheduled for NEXus WICHE-ICE Database System
- NEXus link created on doctoral SON/CON website with information regarding NEXus and opportunities for students. The following sample is provided for your review:
<http://www.utt Tyler.edu/nursing/college/graduate/phd/nexus.php>
- Institutional Team created and scheduled to meet and develop internal procedures
- Signed MOU submitted to NEXus Administration