NEW JERSEY BOARD OF NURSING
Application Process Overview

License by Examination

WHEN TO APPLY

- Students May Apply Two (2) Months Before Graduation

- The Online Application Is Available on the Board's Website *(Licensure By Examination)*

- Paper Applications Are Not Accepted

- Applicants May Upload All Supporting Documents

WHERE TO APPLY

New Jersey Board of Nursing

Click on the Link to Apply for Licensure
https://NewJersey.MyLicense.Com/Egov/Login.aspx

Pearson VUE

Click on the Link to Register for the NCLEX PN or NCLEX RN
http://www.VUE.com/Nclex/

WHERE TO APPLY

New Jersey Board of Nursing

Applications and Forms

Board Home

File a Complaint

Members

Regular Meetings

Disciplinary Meetings

2019 Master Calendar

Actions (Disciplinary & Other)

Applications and Forms

Top Tips for License Applicants

Laws and Regulations

Have questions concerning the status of your application?
Please email us at NursingUpdates@dca.lps.state.nj.us.

Licensure by *Examination*

Apply by "**Examination**" if you have not yet taken the NCLEX for this license type and are not licensed in another state.

RN and LPN Licensure by Examination Application Packet NCLEX

- Online Application

- NCS Pearson Vue
- RN and LPN Application Packet Graduates of Foreign Nursing Programs
- Re-Exam Application for Nurse Licensure by Examination *(U.S. Graduates)*
- NCLEX Information *(National Council of State Boards of Nursing)*

REQUIREMENTS

1) Completed Online Application

2) Original Color 2" x 2" Passport Style Photo *(No Selfies!)*

3) Birth Certificate or U.S. Passport

4) Letter of Nursing Program Completion

5) Name Change Documents

6) Immigration Documents

7) Criminal History Background Check

8) Successful Completion of NCLEX

CRIMINAL HISTORY BACKGROUND CHECK

- Information Concerning the Criminal History Background Check Will Be Mailed Out to Each Applicant

- Applicants Living in the New Jersey Metropolitan Area Must Provide Digital Fingerprints Through Identigo/Morpho Trust

- Applicants Are Expected to Report All Arrests and/or Convictions, Even Those That Have Been Dismissed

- If the Applicant Has Ever Been Arrested or Convicted of a Crime or Offense, They Must Upload All Supporting Documents Surrounding the Incident Immediately or the Process Will Be Delayed

TESTING ACCOMMODATIONS

What to Submit

- Letter From Treating Physician with the DIAGNOSIS and DIAGNOSIS CODE

- Letter From the Program Describing the Types of Accommodations that Were Offered While in the Nursing Program

- Letter From the Student Describing What Type of Accommodation is Needed During Testing

AUTHORIZATION TO TEST (ATT)

ATT's Will Be Issued Once the Following Has Occurred

- Applicant Has Submitted an Application with Supporting Documents

- Nursing Program Has Submitted a Letter of Completion

- Request for Special Accommodations Has Been Submitted with All Supporting Documents *(If Applicable)*

- Applicant Will Receive an Email from Pearson VUE Providing the ATT

- If the Applicant Fails the Exam, He/She Must Submit a No-fee Re-exam Application to the Board *(Available on the Board's Website)*

- Pearson Vue Fee *($200 For Each Exam)*

Taking the NCLEX
What's an Acceptable Form of ID?

All Forms of Identification Must Be Valid and Meet the Following Requirements

- Government Issued
- Non-expired
- Name

- Recent Photograph
- Signature

If the ID does not meet these requirements, Pearson VUE test administrators have the right to turn the candidate away, which may result in the candidate having to reregister and pay another exam fee.

Additionally, the first and last names on the ID must match exactly the first and last names found on the Authorization to Test (ATT) email. If the first or last name on the ATT differs from the name on the presented ID, candidates must bring legal name-change documentation to the test center on the day of the test.

LICENSE ISSUANCE

All of the Following Must Be Completed Before a License Is Issued

- Completed Application Submitted *(Including Supporting Documents and Fee - $200)*

- Results of the Criminal History Background Check

- Pass NCLEX

- A License Number May Be Issued Within 24 to 48 Hours of Passing the Exam ☺

ROADBLOCKS TO LICENSURE

- No Birth Certificate or Passport

- No Proof of Legal Name Change

- No Photo

- Criminal History

- No Immigration Documents

- NCLEX Failures

I FAILED NCLEX 3 TIMES!
WHAT DO I DO NOW?

- Applicants Must Complete a 30-hour Review Course After three (3) NCLEX Failures Before a 4th ATT Is issued

- A Re-exam Application Must Be Submitted Each Time an Applicant Wants to Re-test

- Re-exam Applications Are Available for Downloading on the Board's Website

ODDS AND ENDS

- Application Fee ………… $80.00 *(non-refundable)*

- License Fee ………………… $120.00

- NCLEX Fee ………………… $200.00 *(paid directly to Pearson VUE)*

- Re-exam Application …. No fee to the BON; exam fee paid to Pearson VUE

NCLEX EXAMINATION INFORMATION

- Detailed Information Concerning the NCLEX Examination May Be Found at: www.NCSBN.org

- Click on "NCLEX & Other Exams"

- Step-by-step Information is Available, Including a Candidate Bulletin

BON EXAMINATION STAFF

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