

**6305.0400 REQUIREMENTS FOR LICENSURE BY EXAMINATION.**

Subpart 1. **Licensure application.** An applicant shall obtain the application for licensure and instructions for filing from the board. An applicant shall respond to questions on the application that relate to the grounds for disciplinary action in Minnesota Statutes, section 148.261. An applicant shall submit true information. Falsification or omission of information provides grounds for disciplinary action. If an application is received without a fee, it shall be returned to the applicant.

Subp. 2. [Repealed, 18 SR 2195]

Subp. 3. **Further evidence.** The board may require further information of the applicant in order to determine whether the applicant has engaged in conduct warranting disciplinary action as set forth in Minnesota Statutes, section 148.261.

Subp. 4. **Graduation or eligibility for graduation from approved professional nursing program.** An applicant who has graduated from or is eligible for graduation from an approved professional nursing program is eligible for licensure as a registered nurse.

Subp. 5. **Graduation or eligibility for graduation from approved practical nursing program.** An applicant who has graduated from or is eligible for graduation from an approved practical nursing program is eligible for licensure as a licensed practical nurse.

Subp. 6. [Repealed, 37 SR 403]

Subp. 7. **Resolution of educational deficiencies.** Any deficit in nursing education identified through the credentials evaluation must be made up prior to admission to the examination in one of the following ways:

A. The applicant must successfully complete coursework designed for an applicant that provides theoretical and clinical learning activities with patients across the life span and also with patients throughout the whole wellness, acute, and chronic illness continuum. This coursework must be in the area of deficit in an approved nursing program that prepares students for the type of licensure for which the applicant is applying.

B. If the deficit is a clinical coursework deficit and not a theoretical coursework deficit, an applicant for licensure must successfully complete clinical instruction including evaluation of nursing ability in the deficit area. The clinical instruction including evaluation must be supervised by a faculty person who is a registered nurse.

The applicant must submit evidence of having completed the coursework designed to resolve the deficiencies on an affidavit provided by the board and signed by all individuals responsible for the makeup activities.

Subp. 8. **Confirmation of program completion.**

A. Confirmation of graduation or a transcript is required if an applicant graduated from an approved nursing program in a United States jurisdiction or Canadian province. If an applicant submits confirmation of graduation, the confirmation must be completed and signed by an official of the nursing program or controlling institution and must bear the seal or stamp of the program or controlling institution. If the applicant submits a transcript, it must be an official transcript from the educational institution or nursing program that verifies that the applicant has graduated from the nursing program.

B. Confirmation of eligibility for graduation is required if an applicant is eligible to graduate from an approved nursing program in a United States jurisdiction or Canadian province. If an applicant submits a confirmation of eligibility for graduation, the confirmation must be completed and signed by an official of the nursing program or controlling institution and must bear the seal or stamp of the program or controlling institution.

C. If the board finds after the examination has been taken that the confirmation of program completion was completed in error, the examination results shall not be released nor action taken on the application until the applicant has met all requirements for program completion. If all requirements for program completion are not met within 12 months after the application was submitted, the application will be nullified in accordance with part 6305.0600. If there is evidence that the applicant was aware of not meeting program requirements before the examination and did not inform the board, the matter may be handled through a disciplinary proceeding.

Subp. 9. [Repealed, 18 SR 2195]

Subp. 10. **Fees.** A licensure or retake fee must be paid to the board and must be received before evaluation of an applicant's qualifications for licensure. Personal checks are not accepted. Remittance must be in the form of United States currency. If for any reason a license is not issued, the fee is not refundable.

Subp. 11. [Repealed, 18 SR 2195]

Subp. 12. **Licensure examination.** The licensure examinations are the examinations of the National Council of State Boards of Nursing, Inc. An applicant must receive a pass on the National Council Licensure Examination.

A. An applicant is eligible for an examination when the following have been received:

- (1) application for licensure;
- (2) fee for licensure;
- (3) confirmation of program completion;

- (4) when applicable, request to retake the examination and fee;
- (5) when applicable, verification of comparable education; and
- (6) when applicable, verification of completion of an English proficiency examination that meets a board-established passing standard.

B. To take the examination, the applicant must meet all requirements of the test service of the National Council of State Boards of Nursing, Inc., including the payment of fees, and, after receipt of an authorization to test, schedule the examination at one of the testing centers.

C. Official notification of the results of the examination shall be by using the last contact information provided by the applicant. This constitutes official notification.

D. An applicant who fails an examination and wants to retake the examination must notify the board by a method provided by the board. On the request to retake the examination, an applicant shall respond to questions that relate to the grounds for disciplinary action listed in Minnesota Statutes, section 148.261. The board may require further information of the applicant in order to determine whether the applicant has engaged in conduct warranting disciplinary action. An applicant must submit true information. Falsification or omission of information provides grounds for denial of a license. If the request is received without a fee, it shall be returned to the applicant.

Subp. 13. **Initial registration.** An individual who is issued a license by the board shall also be registered by the board. The licensure fee shall serve as payment for the initial registration period.

**Statutory Authority:** *MS s 16A.128; 148.191; 148.211; 148.231; 148.271; 148.291; 148.295; 148.296; 214.12*

**History:** *9 SR 765; 11 SR 1331; 15 SR 838; 18 SR 2195; 24 SR 1884; 28 SR 218; 37 SR 403*

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