

**REQUIREMENTS FOR EXAM APPLICANTS IN ORDER TO BE APPROVED TO SIT FOR THE  
NCLEX-RN EXAMINATION IN ADDITION TO THE APPLICATION AND FEE**

- A. If applying to sit for the NCLEX-RN examination FOR THE FIRST TIME AND MORE THAN FIVE (5) YEARS since graduation from an accredited nursing program; the applicant must in addition to the application and fee:**
1. Provide evidence to the Board of completion and results of assessment testing with recommendations of a plan to remedy deficiencies of current nursing knowledge by a qualified faculty member and;
  2. Provide evidence to the Board of satisfactory completion of the plan to remedy deficiencies of current nursing knowledge as recommended by a qualified faculty member.
- B. If applying to sit for the NCLEX-RN examination AFTER ONE FAILED ATTEMPT AND MORE THAN FIVE (5) YEARS since graduation from an accredited nursing program; the applicant must in addition to the application and fee:**
1. Provide evidence to the Board of completion and results of assessment testing with recommendations of a plan to remedy deficiencies of current nursing knowledge by a qualified faculty member and
  2. Provide evidence to the Board of satisfactory completion of the plan to remedy deficiencies of current nursing knowledge as recommended by a qualified faculty member.
- C. If applying to sit for the NCLEX-RN examination AFTER TWO AND THREE FAILED ATTEMPTS the applicant must in addition to the application and fee:**
1. Provide evidence to the Board of satisfactory completion of **Category A** requirements and;
  2. Provide evidence to the Board of satisfactory completion of **Category B** requirements.
- D. If applying to sit for the NCLEX-RN examination AFTER FOUR FAILED ATTEMPTS the applicant must in addition to the application and fee:**
1. Provide evidence to the Board of completion and results of assessment testing with recommendations of courses to remedy deficiencies of current nursing knowledge by a qualified faculty member and;
  2. Provide evidence to the Board of satisfactory completion of course(s) recommended to remedy deficiencies by submitting to the Board an official transcript of credit or audited credit for courses completed.
- (An example of a nursing assessment test is the Mosby Assess Test. There are others available.)**
- E. If applying to sit for the NCLEX-RN examination AFTER TWO OR MORE FAILED ATTEMPTS AND MORE THAN TWO (2) YEARS AND LESS THAN FIVE (5) YEARS since graduation from an accredited nursing program; the applicant must in addition to the application and fee:**
1. Provide an individualized plan of study that identifies the comprehensive review program which the applicant plans to attend and;
  2. Provide evidence to the Board of successful completion of a comprehensive nursing review program.
- F. Applicants wishing to sit for the NCLEX-RN examination AFTER TWO OR MORE FAILED ATTEMPTS AND AFTER FIVE (5) YEARS SINCE GRADUATION FROM AN ACCREDITED NURSING PROGRAM must seek approval from the Board.**
1. Provide evidence to the Board of completion and results of assessment testing with recommendations of courses to remedy deficiencies of current nursing knowledge by a qualified faculty member and;
  2. Provide evidence to the Board of satisfactory completion of course(s) recommended to remedy deficiencies by submitting to the Board an official transcript of credit or audited credit for courses completed.

Include any additional information that may assist in the further consideration of your application. This may include but is not limited to plans of study, tutoring, and review/audited/new course work.

**Documentation of having met the additional requirements as specified in this letter must be sent directly from the instructor to the Board office. An application that is incomplete or lacks required documentation cannot be processed.**

\*Satisfactory completion is defined as a grade of C or above in and A to F grade scale or Pass/Credit for an audited course.

## **REQUIREMENTS TO REPEAT THE LICENSURE EXAMINATION AFTER TWO FAILED ATTEMPTS**

**Each applicant who has failed the NCLEX-RN examination two (2) times must select and complete one item from Category A and one item from Category B.**

### **CATEGORY A**

**Activities that maintain current level of nursing knowledge:**

- (1) Individualized plan of self-study that identifies duration of study, resources, textbooks, review books, audio tapes, video tapes, times for study, computer tutorial programs, etc.

Documentation: Letter from candidate certifying completion of plan of action as previously submitted to the Board.

- (2) Individualized plan of self-study that identifies specific nursing knowledge to be gained as a result of self-study.

Documentation: (As in #1 above)

- (3) Formal review courses offered by institutions, schools of nursing, commercial organizations, etc. If a formal review course is used to meet a Category A requirement, the course must be taken since the last failed result and within 12 months whichever is the shorter time frame.

Documentation: Certificates of completion for formal review courses. Certificates must show name of institution offering review program, the name of the candidate, the name of the review course, and the dates and locations of review course.

### **CATEGORY B**

**Activities that remedy deficiencies in current level of nursing knowledge:**

- (1) Completion of ten (10) or more contact hours of private tutoring by a registered professional nurse who is qualified with a master's degree in nursing, and current or past teaching experience in a registered professional nursing program.

Documentation: Letter (on school letterhead **if currently teaching**; former teaching position must be included in letter if not currently teaching) from a qualified faculty member certifying completion of ten (10) or more contact hours of private tutoring. This letter should provide dates, hours, and topics for tutoring sessions and must be signed by the faculty member. The qualified faculty member is to indicate his/her

qualifications with regard to academic credentials and teaching experience in an accompanying curriculum vitae. The letter from the tutor must be sent directly to the Board office.

- (2) Completion for credit or audit credit of a formal course in nursing science as offered by a state approved registered professional nursing education program.

Documentation: Official transcript showing completion of course for audit credit or course credit with an overall grade of "C" or better.

- (3) Completion for credit or audit credit of the lecture (didactic) portion of a formal course in nursing science as offered by a state approved registered professional nursing education program.

Documentation: Official transcript showing completion of course for audit credit and/or letter from course instructor certifying that the candidate passed the examinations given in the course with an overall grade of "C" or better.

- (4) Completion for credit or audit credit a formal course in pharmacology as offered by an accredited institution of higher learning.

Documentation: **Documentation of having met the additional requirements as specified in this letter must be sent directly from the instructor to the Board office. An application that is incomplete or lacks required documentation cannot be processed.**

\*Satisfactory completion is defined as a grade of C or above in and A to F grade scale or Pass/Credit for an audited course.