

Board of Nursing

**INSTRUCTIONS FOR INTERNATIONALLY EDUCATED NURSES and
FOREIGN EDUCATED APPLICANTS**

Complete the instructions below in the order listed.

1. **Licensed Nurses** - Contact CGFNS – www.cgfns.org to request a “Credential Evaluation Service”. Request the ***Professional Report that includes licensing information.***

Never Licensed - if you were never licensed as a nurse, but completed a nursing education degree in a country other than Canada, less than three (3) years ago, you must submit either an official transcript that has been translated into English, or provide an ***Academic Evaluation*** from a Credentials Evaluation company that is a member of National Association of Credential Evaluation Services (NACES)

2. If your nursing education was not provided in English, you must take either test listed below for English Language Literacy and submit the results with application:
 - TOEFL iBT – Required Scores – 84 overall and 23 Speaking
 - IELTS – Required Scores – 6.5 overall band score and 7.0 score in Spoken Band
3. If you living outside of the US, you must obtain a national criminal background check from your country of residence. It is sometimes called a national police check. Include the original report with your application.
4. Apply to DC Board of Nursing for “Licensure by Examination” if required, submit TOEFL or IELTS results with the application. You may apply online by going to this website and following the instructions: <https://doh.force.com/dchealthrenewals/s/licenseapplications>
5. If you do not have a Social Security Number, you must follow the instructions to complete a SSN Affidavit when applying online.
6. You must also agree to the criminal background check (CBC) question when completing the online application.
7. Register and pay for the NCLEX exam – www.pearsonvue.com/nclex
8. Receive authorization to test (ATT) from Pearson Vue, after application is approved.
9. Schedule and complete the fingerprint scan for the criminal background check.
10. Schedule and take the NCLEX.
11. Receive results from Board of Nursing, if passed NCLEX and CBC, you will be licensed.

For questions, contact the Nurse Specialist for Education – <https://dchealth.dc.gov/bon>

Resources for English as Second Language Courses

University of District of Columbia for ESL course:
801 North Capitol Street NE
Washington, DC 20002
202-274-5800

Carlos Rosario International Public Charter School
514 V Street, NE
Washington, DC 20002
202 797-4700