

New Graduates of a Newfoundland and Labrador (NL) Practical Nursing (PN) Program:

Important notice: A license to practice is required **prior** to beginning work as an LPN, including attending employer orientation.

Graduates of a Newfoundland and Labrador practical nursing program apply to the College to write the Canadian Practical Nurse Registration Exam (CPNRE) as **Exam Candidates**. Exam Candidates may also apply for a **temporary license** to practice which would permit the graduate to practice prior to writing the CPNRE. Information related to the CLPNNL policy on the CPNRE can be found [here](#).

Application process:

- Sign up for an account in the CLPNNL member portal, click [here](#).
- Once you have your account in the CLPNNL member portal, apply as an **Exam Candidate**.
- Complete the application:
 - You will be prompted to upload a colour copy of two (2) pieces of Government issued identification, one of which must contain a photo; e.g., Driver's License or Passport or Birth Certificate
 - If documents are in different names, you will be required to submit additional clarifying documentation, e.g. marriage certificate.
- Submit your application.
- You will then be issued an invoice for your *Application Fee* (See [Registration and Services Fees](#) Policy). This can be paid on-line in your member portal. Your application will not be processed until this fee is paid.
- Your application will be reviewed by CLPNNL registration staff for accuracy and completeness.
- Once the application is approved you will receive an invoice to pay for the CPNRE (See [Registration and Services Fees](#) Policy).

Once you complete your exam candidate application and pay your fees you will receive additional information, via e-mail, regarding your exam.

Temporary License

The following information applies to Exam Candidates who are applying for a temporary license to practice while waiting to write the CPNRE.

A temporary license will be **valid for eight (8) weeks** while the applicant prepares to write the CPNRE. NL graduates are required to write the CPNRE in the first available writing window following receipt of a temporary license.

Application process:

- In your member portal, under the *Change My Registration* heading, complete the temporary licensure application
- Pay the Temporary License fee ([Registration and Services Fees](#) Policy)
- Complete the required [Jurisprudence](#) Learning module provided free of charge through the Newfoundland and Labrador provincial Continuing Education Portal.

Submit the following documents **BEFORE THE EXPIRY** of your eight-week temporary license.

e-mail to graduates@clpnnl.ca

- Copy of PN diploma
- *Certificate of completion* of the Jurisprudence module

Mail or bring in the following: (Paper originals can be [mailed](#) to CLPNNL or delivered [in person.](#))

- **Original** of an official transcript for all five semesters of the PN Program.
- **Original** Criminal Record Check. This must be dated within six (6) months from the date of application for licensure. CLPNNL will accept an original paper or electronic version from a local or national police service, or from a Canadian background screening organization (e.g. CSI, Sterling Backcheck and myBackCheck).

How to tell if a temporary license has been issued

A temporary license is not issued until the applicant provides all required documentation and paid required fees. Once an application has been

approved, the applicant's name appears on the *Find a Nurse* feature on the CLPNNL website, and the licensure status in the applicant's member portal indicates there is a *temporary permit available*.

A temporary license will be automatically converted to an initial practicing license once all requirements are met (including successful completion of the CPNRE), and at no additional charge.

If you have successfully completed the CPNRE and now want to apply for a license to practice

NL graduates who did not take a temporary license to practice prior to writing the CPNRE, and who now apply to the College will follow the same application process outlined above for Temporary License.

The license will be processed as Temporary until the receipt of all documentation is verified by registration staff. The temporary license will be converted to initial practicing license (valid until the end of the licensure year) once all documents are received, and fees are paid.