

MICHIGAN NURSING LICENSING GUIDE

OVERVIEW:

The registered nurse license type and licensed practical nurse license type allow a licensee to engage in the practice of nursing.

NOTE: The content contained below is a general overview of licensing requirements. Links to access the Public Health Code and Administrative Rules for this profession can be found at the end of this guide.

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LICENSURE REQUIREMENTS CHECKLIST

APPLICATION AND FEES

- Online Application for a Registered or Practical Nurse License – Complete all fields, answer all questions, and upload any supporting documentation.
- Online applications can be completed by visiting www.michigan.gov/miplus.
- Application Fee + 2 year license fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card):

Registered Nurse (RN) by Examination or Endorsement \$212.90

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Licensed Practical Nurse (LPN) by Examination or Endorsement \$212.90

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- Criminal Background Check – Once the online application is completed and submitted you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure if the license expired within the last three years).
- Good Moral Character Questions – Documentation and explanation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license.
- Human Trafficking Training – Beginning January 6, 2022, completion of a one-time training to identify victims of human trafficking is required for individuals seeking licensure that meets the standards of Administrative Rule 338.10105.
- Implicit Bias Training – Beginning June 1, 2022, completion of 2 hours of implicit bias training within the 5 years immediately preceding issuance of the license or registration is required.
- Social Security Number (SSN) – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining an SSN or you do not have an SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- Verification of Licensure – Verification of licensure must be submitted directly to our office by the licensing agency of any state of the United States or country in which you hold or ever held a license. The verification must show that disciplinary proceedings are not pending against the applicant and sanctions are not in force at the time of application. Verification can be emailed to bpldata@michigan.gov, mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909, or obtained by visiting www.nursys.com and choosing *Request Verification* under the *Verification for Endorsement* section.
- Professional Education – Name of school attended, and name of educational program completed.
- English Language Proficiency – An individual applying for licensure must demonstrate a working knowledge of the English language. This can be established if either the applicant’s required health professional educational program was taught in English, a transcript establishes the applicant earned not less than 60 college level credits from an English-speaking graduate or undergraduate school, or that the applicant obtained a passing score on an approved English proficiency exam as established by the department under [R 338.7002b\(2\)](#) of the Public Health Code – General Rules.

ADDITIONAL REQUIREMENTS FOR RN LICENSURE BY EXAM FOR THOSE WHO ARE GRADUATES OF NURSING SCHOOLS LOCATED IN THE UNITED STATES OR GRADUATES OF APPROVED SCHOOLS IN CANADA

(These are in addition to the requirements stated above that apply to All Applicants)

- Final, Official Transcripts or the Michigan Nursing School Certification Form, if applicable – This must be submitted directly to our office from the nursing school attended and meet the standards set forth by the

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Board. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

To be eligible to take the NCLEX-RN examination, an applicant must have successfully completed a registered nurse education program that satisfies one of the following within 3 years of graduation:

- a) The registered nurse program is located in this state and approved by the Michigan Board of Nursing.
- b) The registered nurse program is located in Canada and is accredited by the Canadian Association of Schools of Nursing (CASN).
- c) The registered nurse program is located in another state and is accredited by the Accreditation Commission for Education in Nursing (ACEN), the Commission for Nursing Education Accreditation (CNEA), or the Commission on Collegiate Nursing Education (CCNE).
- d) If the registered nurse program located in another state was not accredited by the Accreditation Commission for Education in Nursing (ACEN), the Commission for Nursing Education Accreditation (CNEA), or the Commission on Collegiate Nursing Education (CCNE), an applicant must additionally have one of the following submitted for review:

- 1) A letter to the department from the program, on official program letterhead, signed by the director of nursing, attesting that the program curriculum complies with both of the following:

- The registered nurse education program includes courses providing theory and clinical practice that comply with R 338.10306 to R 338.10308.
- The registered nurse education program curriculum contains the core curriculum for registered professional nurse students, as that term is defined in R 338.10301(l).

- 2) If the program is closed, a letter from the state board of nursing where the program was located attesting that the nursing program was in good standing when the applicant completed the program.

- Written certification of skills competency or extension to the 3-year time requirement – An applicant who did not pass the NCLEX-RN examination within 3 years after graduation is not eligible to repeat the NCLEX-RN examination until the applicant satisfies one of the following:

- 1) Receives a written certification of skills competency from an approved nurse education program.

A certification of skills competency must cover the following skills:

- (a) Head-to-toe physical assessment, including vital signs.
- (b) Medication administration.
- (c) Documentation.
- (d) Surgical asepsis and infection control.
- (e) Safety, including fall prevention, body mechanics, and transfers.

The applicant has 1 year after the date of a certification of skills competency to pass the NCLEX-RN examination.

- 2) Requests and is approved for an extension to the time requirement to sit for the NCLEX-RN if the board finds the failure of the licensee to sit for the NCLEX-RN examination was due to the applicant's disability, military service, absence from the continental United States, or a circumstance beyond the applicant's control that the board considers good and sufficient. Along with a valid application and proof of graduation, an applicant must submit documentation to support the request to the board. The

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board may grant up to a 6-month extension. The request and supporting documentation must be submitted to the Department at least 30 days prior to the next board meeting.

- Passing NCLEX-RN Examination Scores – Score reports will be received directly from the National Council of State Boards of Nursing (NCSBN).

**ADDITIONAL REQUIREMENTS FOR RN LICENSURE BY EXAM FOR THOSE WHO ARE GRADUATES OF NURSING SCHOOLS LOCATED OUTSIDE OF THE UNITED STATES
(These are in addition to the requirements stated above that apply to All applicants)**

- Verification that the applicant is a graduate of a registered professional nurse education program or an equivalent education program that is outside the United States and he or she graduated from a program with substantially equivalent education credentials as a program approved by the board by having one of the following submitted directly to this office for review:
 - A Credentials Evaluation Service (CES) professional report from TruMerit (formerly CGFNS).
 - A certification from the TruMerit (formerly CGFNS) Certification Program (CP).
 - An Evaluation of Foreign Educational Credentials for Boards of Nursing from Josef Silny & Associates, Inc. International Education Consultants (JS&A).

An applicant shall be exempt from obtaining an evaluation or certification of his or her educational credentials through TruMerit (formerly CGFNS) or JS&A if he or she is a graduate of a Canadian Registered Nurse program in Canada, has passed the NCLEX-RN examination, and establishes he or she graduated from a program with substantially equivalent education credentials as a program approved by the board by submitting proof of program accreditation by the Canadian Association of Schools of Nursing.

- Written certification of skills competency or extension to the 3-year time requirement – An applicant who did not pass the NCLEX-RN examination within 3 years after obtaining one of the required evaluations or certifications above, is not eligible to repeat the NCLEX-RN examination until the applicant satisfies one of the following:

- 1) Receives a written certification of skills competency from an approved nurse education program.

A certification of skills competency must cover the following skills:

- (a) Head-to-toe physical assessment, including vital signs.
- (b) Medication administration.
- (c) Documentation.
- (d) Surgical asepsis and infection control.
- (e) Safety, including fall prevention, body mechanics, and transfers.

The applicant has 1 year after the date of a certification of skills competency to pass the NCLEX-RN examination.

- 2) Requests and is approved for an extension to the time requirement to sit for the NCLEX-RN if the board finds the failure of the licensee to sit for the NCLEX-RN examination was due to the applicant's disability, military service, absence from the continental United States, or a circumstance beyond the applicant's control that the board considers good and sufficient. Along

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with a valid application and proof of graduation, an applicant must submit documentation to support the request to the board. The board may grant up to a 6-month extension. The request and supporting documentation must be submitted to the Department at least 30 days prior to the next board meeting.

- Final, Official Transcripts – This must be submitted directly to our office from the nursing school attended or an approved credentialing service. Transcripts must be translated into English. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Passing NCLEX-RN Examination Scores – Score reports will be received directly from the National Council of State Boards of Nursing (NCSBN).

**ADDITIONAL REQUIREMENTS FOR RN LICENSURE BY ENDORSEMENT FOR THOSE
LICENSED AS A REGISTERED NURSE IN ANOTHER STATE OR CANADA
(These are in addition to the requirements stated above that apply to All applicants)**

- Must possess an active, unencumbered license in another U.S State and have been initially licensed by taking the NCLEX-RN examination in another state or must be currently licensed in good standing in Canada and was initially licensed by passing the NCLEX-RN examination or the Canadian Registered Nurse Examination before 2015. – Verification of licensure will be required to be submitted directly to this office by the licensing agency of any state of the United States or Canada in which you hold or ever held a license.
- Final, Official Transcripts – This must be submitted directly to our office from the nursing school attended or an approved credentialing service. Transcripts must be translated into English. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- If an applicant has been licensed as a Registered Nurse in another state or Canada for less than 5 years and did not complete an approved Michigan registered nurse program or a registered nurse program that is accredited by the Accreditation Commission for Education in Nursing (ACEN), the Commission for Nursing Education Accreditation (CNEA), the Commission on Collegiate Nursing Education (CCNE), or the Canadian Association of Schools of Nursing (CASN), the applicant would additionally be required to have one of the following submitted for review directly to this office:
 - 1) For graduates of schools located in the United States: Either one of the following:
 - a) A letter to the department from the program, on official program letterhead, signed by the director of nursing, attesting that the program curriculum complies with both of the following:
 - The registered nurse education program includes courses providing theory and clinical practice that comply with R 338.10306 to R 338.10308.
 - The registered nurse education program curriculum contains the core curriculum for registered professional nurse students, as that term is defined in R 338.10301(I).

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- b) If the program is closed, a letter from the state board of nursing where the program was located attesting that the nursing program was in good standing when the applicant completed the program.
- 2) For graduates of schools located outside of the United States or Canada: Shall have one of the following submitted directly to this office that shows he or she graduated from a program with substantially equivalent education credentials for review:
 - A Credentials Evaluation Service (CES) professional report from TruMerit (formerly CGFNS)
 - A certification from the TruMerit (formerly CGFNS) Certification Program (CP)
 - An Evaluation of Foreign Educational Credentials for Boards of Nursing from Josef Silny & Associates, Inc. International Education Consultants (JS&A).
- If an applicant is a graduate of a Registered Nurse education program that is located outside of the United States or Canada, has passed the NCLEX-RN examination, and has maintained an active license with no disciplinary sanctions in the United States for at least 5 years immediately preceding the application for a Michigan license, then the applicant shall be exempt from obtaining an evaluation or certification of his or her educational credentials through TruMerit (formerly CGFNS) or JS&A.

**ADDITIONAL REQUIREMENTS FOR THOSE WHO HOLD CURRENT SPECIALTY
CERTIFICATION FOR A NURSE ANESTHETIST, NURSE MIDWIFE, NURSE PRACTITIONER,
OR CLINICAL NURSE SPECIALIST**

(These are in addition to the requirements stated above that apply to All applicants)

- Online application can be completed by visiting www.michigan.gov/miplus, select **MiPLUS Login**, select **“Modification”** next to your license number and this will start the specialty application process.
- Application Fee: (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)

RN Specialty Certification: \$41.35 or \$56.55 (Valid for up to 1 to 2 year(s) from date issued)

(If your Michigan RN license is currently in renewal and you meet the requirements for renewal, you may wish to renew the RN license first and then apply for the specialty.)

Note: If you already hold an active specialty on your Michigan RN License, please do not submit the same specialty application in MIPLUS. Instead, please see the renewal requirements starting on Page 12 of this document.

- Holds a current and valid Registered Nurse license in Michigan.
- Possesses national certification from a certification organization that meets the standards set forth by the Board. – Verification of current certification as a nurse anesthetist, nurse midwife, nurse practitioner, or clinical nurse specialist will be required to be submitted directly to this office from the certifying agency. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

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Acceptable certification organizations

Nurse Anesthetist: National Board of Certification and Recertification of Nurse Anesthetists (NBCRNA)

Nurse Midwife: American Midwifery Certification Board, Inc. (AMBC)

Nurse Practitioner: The American Nurses Credentialing Center, The Pediatric Nursing Certification Board, The National Certification Corporation for Women's Health Care Nurse Practitioner and Neonatal Nurse Practitioner, The American Academy of Nurse Practitioners for Emergency Nurse Practitioners, Family Nurse Practitioners, and Adult-Gerontology Primary Care Nurse Practitioners, The Oncology Nursing Certification Corporation, or The American Association of Critical Care Nurses Certification Corporation for Acute Care Nurse Practitioner.

Clinical Nurse Specialist: The American Nurses Credentialing Center or The American Association of Critical Care Nurses Certification Corporation

ADDITIONAL REQUIREMENTS FOR LPN LICENSURE BY EXAM FOR THOSE WHO ARE GRADUATES OF APPROVED NURSING SCHOOLS LOCATED IN THE UNITED STATES OR GRADUATES OF APPROVED SCHOOLS IN CANADA

(These are in addition to the requirements stated above that apply to All applicants)

- Final, Official Transcripts or the Michigan Nursing School Certification Form, if applicable – This must be submitted directly to our office from the nursing school attended and meet the standards set forth by the Board. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

To be eligible to take the NCLEX-PN examination, an applicant must have successfully completed a Licensed Practical Nurse program that satisfies one of the following within 3 years of graduation:

- a) The licensed practical nurse program is located in this state and approved by the Michigan Board of Nursing.
- b) The licensed practical nurse program is located in Canada and is accredited by the Canadian Association of Schools of Nursing (CASN).
- c) The licensed practical nurse program is located in another state and is accredited by the Accreditation Commission for Education in Nursing (ACEN), the Commission for Nursing Education Accreditation (CNEA), or the Commission on Collegiate Nursing Education (CCNE).
- d) If the licensed practical nurse program is located in another state was not accredited by the Accreditation Commission for Education in Nursing (ACEN), the Commission for Nursing Education Accreditation (CNEA), or the Commission on Collegiate Nursing Education (CCNE), an applicant must additionally have one of the following submitted for review:

- 1) A letter to the department from the program, on official program letterhead, signed by the director of nursing, attesting that the program curriculum complies with both of the following:
 - The practical nursing education program is not less than 40 weeks in duration and includes courses in both theory and clinical practice that comply with R 338.10306, R 338.10307, and R 338.10309.
 - The practical nursing education program curriculum contains the core curriculum for licensed practical nurse students, as that term is defined in R 338.10301(k).

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- 2) If the program is closed, a letter from the state board of nursing where the program was located attesting that the nursing program was in good standing when the applicant completed the program.
- Written Certification of skills competency or extension to the 3-year time requirement – An applicant who did not pass the NCLEX-PN examination within 3 years after graduation is not eligible to repeat the NCLEX-PN examination until the applicant satisfies one of the following:
- 1) Receives a written certification of skills competency from an approved nurse education program.

A certification of skills competency must cover the following skills:
 - (a) Head-to-toe physical assessment, including vital signs.
 - (b) Medication administration.
 - (c) Documentation.
 - (d) Surgical asepsis and infection control.
 - (e) Safety, including fall prevention, body mechanics, and transfers.
The applicant has 1 year after the date of a certification of skills competency to pass the NCLEX-PN examination.
 - 2) Requests and is approved for an extension to the time requirement to sit for the NCLEX-PN if the board finds the failure of the licensee to sit for the NCLEX-PN examination was due to the applicant's disability, military service, absence from the continental United States, or a circumstance beyond the applicant's control that the board considers good and sufficient. Along with a valid application and proof of graduation, an applicant must submit documentation to support the request to the board. The board may grant up to a 6-month extension. The request and supporting documentation must be submitted to the Department at least 30 days prior to the next board meeting.
- Passing NCLEX-PN Examination Scores – Score reports will be received directly from the National Council of State Boards of Nursing (NCSBN)

**ADDITIONAL REQUIREMENTS FOR LPN LICENSURE BY EXAM FOR THOSE WHO ARE GRADUATES OF NURSING SCHOOLS LOCATED OUTSIDE OF THE UNITED STATES
(These are in addition to the requirements stated above that apply to All applicants)**

- Verification of obtaining a professional report evaluation of your education completed by the Credentials Evaluation Service (CES) of TruMerit (formerly CGFNS), have a full course-by-course credential evaluation of your education certified by a National Association of Credential Evaluation Services (NACES) member organization, or obtain an evaluation of Foreign Educational Credentials for Boards of Nursing from Josef Silny & Associates, Inc. International Education Consultants (JS&A). – This must be submitted directly to our office from TruMerit (formerly CGFNS), JS&A, or NACES agency and meet the standards set forth by the Board.
- An applicant shall be exempt from completing the TruMerit (formerly CGFNS), JS&A, and NACES certification process if an applicant has passed the NCLEX-PN Examination, is a graduate of a Canadian Practical Nurse program, and submits proof of program accreditation by the College of Nurses of Ontario.
- Final, Official Transcripts – This must be submitted directly to our office from the nursing school attended or an approved credentialing service. Transcripts must be translated into English. Transcripts can be

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emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

- Written Certification of skills competency or extension to the 3-year time requirement – An applicant who did not pass the NCLEX-PN examination within 3 years after obtaining one of the required evaluations or certifications above, is not eligible to repeat the NCLEX-PN examination until the applicant satisfies one of the following:

- 1) Receives a written certification of skills competency from an approved nurse education program.

A certification of skills competency must cover the following skills:

- (a) Head-to-toe physical assessment, including vital signs.
- (b) Medication administration.
- (c) Documentation.
- (d) Surgical asepsis and infection control.
- (e) Safety, including fall prevention, body mechanics, and transfers.

The applicant has 1 year after the date of a certification of skills competency to pass the NCLEX-PN examination.

- 2) Requests and is approved for an extension to the time requirement to sit for the NCLEX-PN if the board finds the failure of the licensee to sit for the NCLEX-PN examination was due to the applicant's disability, military service, absence from the continental United States, or a circumstance beyond the applicant's control that the board considers good and sufficient. Along with a valid application and proof of graduation, an applicant must submit documentation to support the request to the board. The board may grant up to a 6-month extension. The request and supporting documentation must be submitted to the Department at least 30 days prior to the next board meeting.

- Passing NCLEX-PN Examination Scores – Score reports will be received directly from the National Council of State Boards of Nursing (NCSBN)

ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT FOR THOSE LICENSED AS A LICENSED PRACTICAL NURSE IN ANOTHER STATE OR CANADA.
(These are in addition to the requirements stated above that apply to All applicants)

- Must possess an active, unencumbered license in another state and have been initially licensed by taking the NCLEX-PN examination in another state or must be currently licensed in good standing in Canada and was initially licensed by passing the NCLEX-PN or the Practical Nurse Registration Examination. – Verification of licensure will be required to be submitted directly to this office by the licensing agency of any state of the United States in which you hold or ever held a license.
- Final, Official Transcripts – This must be submitted directly to our office from the nursing school attended or an approved credentialing service. Transcripts must be translated into English. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- If an applicant has been licensed as a Licensed Practical Nurse in another state or Canada for less than 5 years and did not complete an approved Michigan Licensed Practical nurse program or a Licensed Practical nurse program that is accredited by the Accreditation Commission for Education in Nursing (ACEN), the Commission for Nursing Education Accreditation (CNEA), the Commission on Collegiate Nursing Education (CCNE), or the Canadian Association of Schools of Nursing (CASN), the applicant would additionally be required to have one of the following submitted for review directly to this office:

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- 1) For graduates of schools located in the United States: Either one of the following:
 - a) A letter to the department from the program, on official program letterhead, signed by the director of nursing, attesting that the program curriculum complies with both of the following:
 - The practical nursing education program is not less than 40 weeks in duration and includes courses in both theory and clinical practice that comply with R 338.10306, R 338.10307, and R 338.10309.
 - The practical nursing education program curriculum contains the core curriculum for licensed practical nurse students, as that term is defined in R 338.10301(k).
 - b) If the program is closed, a letter from the state board of nursing where the program was located attesting that the nursing program was in good standing when the applicant completed the program.
- 2) For graduates of schools located outside of the United States or Canada: Shall have one of the following submitted directly to this office that shows he or she graduated from a program with substantially equivalent education credentials for review:
 - Obtain a professional report evaluation of your education completed by the Credentials Evaluation Service (CES) of TruMerit (formerly CGFNS)
 - Have a full course-by-course credential evaluation of your education certified by a National Association of Credential Evaluation Services (NACES) member organization
 - Obtain an evaluation of Foreign Educational Credentials for Boards of Nursing from Josef Silny & Associates, Inc. International Education Consultants (JS&A).

This must be submitted directly to our office from TruMerit (formerly CGFNS), JS&A, or NACES agency and meet the standards set forth by the Board.

- If an applicant is a graduate of a Licensed Practical Nurse education program that is located outside of the United States or Canada, has passed the NCLEX-PN examination, and has maintained an active license with no disciplinary sanctions in the United States for at least 5 years immediately preceding the application for a Michigan license, then the applicant shall be exempt from obtaining an evaluation or certification of his or her educational credentials through TruMerit (formerly CGFNS), NACES, or JS&A.

ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE (These are in addition to the requirements stated above that apply to All applicants)

- Online application can be completed by visiting www.michigan.gov/miplus, select **MiPLUS Login**, select **"Modification"** next to your license number and this will start the relicensure process.
- Application Fee + 2 year license fee (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card):

RN or LPN Relicensure: \$232.90

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Applicants for relicensure whose license has lapsed for less than 3 years preceding the date of application for relicensure and not currently licensed in another state or Canadian province, must complete the following requirements:

- Continuing Education – Submit proof of having completed 25 hours of continuing education in courses and programs approved by the board, including at least 2 hours in pain and symptom management, all of which were earned within the 2 year-period immediately preceding the application for relicensure.

Applicants for relicensure whose license has lapsed for 3 years but less than 7 years preceding the date of application for relicensure and not currently licensed in another state or Canadian province, must complete the following requirements:

- Continuing Education – Submit proof of having completed 25 hours of continuing education in courses and programs approved by the board, including not less than 2 hours in pain and symptom management, with a minimum of 3 hours in each of the following areas, all of which were earned within the 2-year period immediately before the date of the application for relicensure:

- (A) Safe documentation for nurses.
- (B) Critical thinking skills for nurses.
- (C) Pharmacology.
- (D) Preventing medication errors.
- (E) Professional and legal accountability for nurses.
- (F) Delegation. (Delegation is not required for LPN relicensure applicants)

- Certification of Skill Competency – Submit proof of written certification of skill competency from an approved nursing educational program that meets the standards set forth by the Board.

➤ Certification of competency must cover the following skills utilizing nursing process:

- (A) Head-to-toe physical assessment, including vital signs.
- (B) Medication administration.
- (C) Documentation.
- (D) Surgical asepsis and infection control.
- (E) Safety, including fall prevention, body mechanics, and transfers

Applicants for relicensure whose license has lapsed for 7 years or more preceding the date of application for relicensure and not currently licensed in another state or Canadian province, must complete the following requirements:

- Continuing Education – Submit proof of having completed 25 hours of continuing education in courses and programs approved by the board, including not less than 2 hours in pain and symptom management, with a minimum of 3 hours in each of the following areas, all of which were earned within the 2-year period immediately before the date of the application for relicensure:

- (A) Safe documentation for nurses.
- (B) Critical thinking skills for nurses.
- (C) Pharmacology.
- (D) Preventing medication errors.
- (E) Professional and legal accountability for nurses.
- (F) Delegation. (Delegation is not required for LPN relicensure applicants)

- Certification of Skill Competency – Submit proof of written certification of skill competency from an approved nursing educational program that meets the standards set forth by the Board.

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- Certification of competency must cover the following skills utilizing nursing process:
 - (A) Head-to-toe physical assessment, including vital signs.
 - (B) Medication administration.
 - (C) Documentation.
 - (D) Surgical asepsis and infection control.
 - (E) Safety, including fall prevention, body mechanics, and transfers

- Passing NCLEX Examination Scores –You will be required to retake and pass the NCLEX Examination. Score reports will be received directly from the National Council of State Boards of Nursing (NCSBN)

Applicants for relicensure whose license has lapsed for 3 years or more preceding the date of application for relicensure and currently licensed in another state or Canadian province, must complete the following requirements:

- Continuing Education – Submit proof of having completed 25 hours of continuing education in courses and programs approved by the board, including at least 2 hours in pain and symptom management, all of which were earned within the 2 year-period immediately preceding the application for relicensure.

Applicants for relicensure whose license has lapsed for less than 3 years preceding the date of application for relicensure and currently licensed in another state or Canadian province, do not need to submit proof of continuing education.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application for a Registered and/or Practical Nurse License Renewal – Must be completed by visiting www.michigan.gov/miplus.
- Registered Nurse or Licensed Practical Nurse License Renewal Fee: \$131.00 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)
- Registered Nurse with Specialty Certification Renewal Fee: \$161.40 (if applicable)
- Renewal Cycle: 2 years
- Good Moral Character Questions – Documentation and explanation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking license renewal.
- Disciplinary Question – Documentation will be required if you answer “yes” to having sanctions imposed against you by a similar licensure, registration, certification, or disciplinary board of another state or country you have not previously reported to the department.
- Human Trafficking Training – Licensees seeking renewal must certify on their renewal application that prior to renewing their license they have completed a one-time training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.10105.

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- Implicit Bias Training – Licensees and registrants are required to complete 1 hour of implicit bias training for each year of their license or registration cycle. Please note, this is not a one-time training and must be completed for each renewal cycle prior to the renewal being completed.
- If an applicant for license renewal also holds a controlled substance license, they shall have completed prior to renewal a 1-time training in opioids and other controlled substance awareness that meets the standards established in Administrative Rule 338.3135.
- Accept Renewal Attestation – By accepting the renewal attestation you as the licensee are certifying that you have met the continuing education requirements during the renewal period and all information provided on your renewal application is true and correct:
 - 25 hours of continuing education in courses or programs approved by the board of which includes a minimum of 2 hours in pain and pain and symptom management.
- Nurse Specialty Certification/Attestation – If you have an active nurse specialty certification on your Michigan RN License, you will have the option to renew the specialty certification at the same time as your Michigan RN License. On the renewal application, the applicable specialty box will be checked. By keeping the box checked, you are attesting that you currently hold national certification from an approved specialty organization. If you uncheck the specialty box, the nursing specialty will not be renewed, and you will only be charged for the Michigan RN license.

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/healthlicense and clicking on the nursing link you can access the following helpful resources and forms:

Resources:

- [Public Health Code](#)
- [Administrative Rules for Nursing](#)

Forms:

- [NCLEX Score Transfer](#)
- [Social Security Number Affidavit](#)
- [Michigan Nursing School Certification](#)

- Track continuing education using CE broker – The Bureau of Professional Licensing (BPL) has partnered with CE Broker to help licensed professionals keep track of their continuing education (CE) credits. Additional information can be found on our [website](#).

FREQUENTLY ASKED QUESTIONS

1. Is there a Nursing Practice Act in Michigan?

Michigan does not have a stand-alone act called the Nurse Practice Act. Instead, Michigan has an act that regulates the practice of nursing along with 25 other health occupations, which is formally titled the Occupational Regulation Sections of the Michigan Public Health Code, PA 368 of 1978.

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Helpful Links:

- [Article 15, Part 172 of the Public Health Code](#)
- [Article 7 for Advanced Practice Nurses](#)
- [Administrative Rules](#)

2. How do I verify my Michigan RN or LPN license?

If you hold a Michigan nursing license and wish to apply by endorsement to another state, you may order a verification of licensure to be sent to a participating nursing regulatory body (NRB) by visiting www.nursys.com. There is a \$30.00 fee per license type, for each NRB where you are applying. For additional information regarding requesting a verification of licensure through NURSUS, please contact NURSUS at 866-819-1700.

All other official license verification requests must be obtained from the Michigan Board of Nursing. You may submit your request via the MiPLUS system. There is a \$15.00 fee for certification processing for each address you list. Please note, if you submit both a USPS mailing and an email address for the same board, you will be charged \$30 since you have requested your certification to go to two different addresses. Normal processing time is approximately 3-5 business days.

3. How long are RN and LPN licenses valid? Can I renew my license early? How will I know when I need to renew?

Your initial RN/LPN license is good for 2 years. All subsequent renewals will also be valid for 2 years.

You will be mailed and emailed a renewal notification postcard to your mailing and email addresses on record approximately 90 business days prior to the expiration date of your license. Remember to notify the Department of any address change by completing a MiPLUS modification. It is your responsibility as a licensed health professional to renew your license on time. **Failure to receive the renewal postcard or email notification, or to notify to Department of an address change does not exempt you from renewing our license on time.**

You can renew online by logging into your MiPLUS account at <http://www.michigan.gov/MiPLUS>. You may pay your renewal fee by using a debit or credit card containing a Discover, MasterCard, American Express, or Visa logo.

4. Is there a grace period for my renewal?

Yes, there is a 60-day grace period in which you may renew your license without having to go through the relicensure process. However, there is an additional \$20.00 late fee if you renew your license in the 60-day grace period.

5. How many continuing education hours are required?

Michigan nurses are required to earn 25 hours of continuing education within the 2-year period preceding the date of renewal. At least 2 of these hours must be in pain and pain symptom management. No more than 12 credit hours may be earned during a 24-hour period.

PLEASE NOTE: Nurses who hold specialty licenses may have additional requirements. Please refer to the Administrative Rules for Health Professionals for more detailed information.

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6. I am a new nurse. Do I need to complete continuing education (CE)?

If your initial Michigan RN or LPN license was issued on or after May 8, 2024, you are required to complete CEs for your first renewal.

7. Do I need to submit proof of my continuing education?

The Board does not maintain a record of continuing education earned. You are required to maintain your own records and keep documentation on hand for a minimum of 4 years. You are not required to submit continuing education information when you renew your license. The Board conducts a random audit after each renewal period. At that time, a percentage of all licensees who renewed will be randomly selected and notified by mail that they must submit evidence of having earned the required education. If you are selected for the audit, then you will be required to submit **copies** of the CE certificates you earned. **(Please retain your originals.)**

8. Do I need to submit my nursing specialties when I renew my license?

You are required to maintain certification by each national certifying body for which you are certified. The Board conducts a random audit after each renewal period. At that time, a percentage of all licensees renewing will be randomly selected and notified by mail that they must submit evidence of current certification. If you are selected for the audit, you will be required to submit **copies** of your certificate(s) you earned. **(Please retain your originals.)**

9. Where can I find approved CE courses?

The Michigan Board of Nursing will accept any continuing education program or activity if it is approved or offered for CE credit by any of the following organizations:

- American Association of Nurse Anesthetists (AANA)
- American Association of Nurse Practitioners (AANP)
- Accreditation Council for Continuing Medical Education (ACCME)
- American College of Nursing Midwives (ACNM)
- The American Medical Association (AMA)
- American Nurses Credentialing Center (ANCC)
- American Osteopathic Association (AOA)
- National Association of Clinical Nurse Specialists
- National Association for Practical Nurse Education and Service, Inc (NAPNES)
- National League for Nursing (NLN)
- Another state or provincial board of nursing
- A continuing nursing education program offered by a nursing education program that is approved by the Board under Administrative Rule R 338.10303a

10. What is the difference between a CEU and a contact hour?

A contact hour consists of 50-60 minutes. A continuing education credit and a contact hour are the same.

A Continuing Education Unit (CEU) consists of ten (10) contact hours/credits.

You are required to earn 25 continuing education credits/contact hours or 2.5 CEUs in each 2-year licensure cycle.

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11. How do I contact TruMerit (formerly CGFNS)?

TruMerit may be contacted by mail or telephone at:

TruMerit
3600 Market Street, Suite 400
Philadelphia, PA 19104-2651
(215) 222-8454

You may have more success reaching TruMerit if you call early in the day. The TruMerit call center is open from 9:30 AM – 3:00 PM, Monday – Friday, Eastern Time. You may also contact TruMerit at <http://www.trumerit.org/>. There is a "Contact Us" form on the website that is used to send email to TruMerit. This form can be accessed through the "Contact Us Wizard" at <https://www.cgfns.org/cerpassweb/processContactUs.do>.

12. How do I contact Josef Silny & Associates, Inc. International Education Consultants (JS&A)?

JS&A may be contacted by mail or telephone at:

Josef Silny & Associates, Inc. International Education Consultants
7101 SW 102 Avenue
Miami, FL 33173
(305)273-1616

Business hours are Monday-Friday, 9:00 AM- 4:00 PM, Eastern Time. You may email them at info@jsilny.org. Further information may be obtained by visiting www.jsilny.org.

13. I am a Canadian RN. Can I apply for temporary license?

If you are a licensed, Canadian nurse who is required to take the NCLEX, then you may apply for a temporary license until you have taken the NCLEX. A temporary license is good for up to one year, allowing enough time to take the NCLEX one time and have your results submitted to this office as part of your application. If you have previously failed the NCLEX, you are not eligible for a temporary license.

14. I am applying for endorsement. Do I need to have all my transcripts submitted?

No, we only need your transcripts with your highest level of degree submitted.

For example if you first received an ADN and you have since received your BSN, we only need the BSN transcripts.

15. When can I take the NCLEX exam?

You must register to test for testing with Pearson Vue Professional Testing and pay your examination fees for the NCLEX. However, please be aware that eligibility to take the test is determined by the Department. Pearson Vue will notify the Department when you have applied to take the test. The Department will notify Pearson Vue when your application is complete, and you are eligible to sit for the test.

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You will receive an Authorization to Test (ATT) from Pearson Vue that allows you to make your appointment to sit for the exam. You will also receive a list of available testing sites. The test is administered daily at various Pearson Vue Professional Centers sites in each state. You may test at any site listed in any state, regardless of where you have applied to be licensed.

16. How do I apply for NCLEX?

You can apply via the web or telephone:

- Website: Register at www.pearsonvue.com/nclex
- Telephone: (866) 496-2539 (toll free) Monday-Friday, 7am through 7pm, Central Standard Time, or (952) 905-7403 (pay number)

17. How many times can I take the NCLEX?

There is no limit on the number of times you may sit for the NCLEX. You must pass the NCLEX within 3 years of the date of your graduation or after obtaining 1 of the required evaluations or certifications required in R 338.10204(2)(C) or R 338.10210(2)(C). If you fail, you will have to wait for 45 days before you can re-test. Once you pay and re-register with Pearson Vue, you will be sent an ATT with a 90-day window which will not begin until the 45th day has passed from your previous testing date. If you do not pass the NCLEX within 3 years as required above, you will have to complete a certification of skills competency or submit a written request to the Board of Nursing for an extension.

18. When will I receive my test results?

Your test scores are usually transmitted to our office within 3 to 5 business days after you have taken the exam. You will not receive your results from our office if you pass the exam. However, once you pass the exam, if your application is in order, you will receive your license. If you fail the NCLEX exam, you will receive your results from our office. You may also visit www.vue.com/nclex, and pay \$7.95 to receive your unofficial results.

19. What is the passing score on the NCLEX?

There is no fixed percentage. Scores are reported on a pass/fail basis. The score is determined by comparing the individual's performance to an established standard for safe and effective entry-level nursing practice. Visit the National Council of State Boards of Nursing's website at www.ncsbn.org for more information.

20. Are Testing Accommodations available for the NCLEX?

ADA Accommodations are available for the NCLEX. Candidates who require pre-approved accommodations must submit the following items:

- Complete the Michigan RN or LPN application through your MiPLUS Account and Pearson VUE registration.
- Submit the following documentation:
 - A statement from the applicant specifying the accommodations being requested. If requesting additional time, please indicate the amount of time requested (If double time is requested, the NCLEX would be taken over two days).

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AND

- A letter from an appropriate health professional confirming the diagnosis and recommendation

OR

- A letter from the nursing program (school) stating the testing accommodations the applicant received.
- When submitting accommodations, please register for the NCLEX at the same time. Not registering with Pearson VUE for the NCLEX will cause a delay in the accommodations being approved. After being made eligible to test, Pearson VUE will email your Authorization to Test (ATT), which will list any approved accommodations. **Do not schedule your test until you receive an ATT email confirming your approved accommodations.**
- Accommodation requests may be emailed to BPLHelp@michigan.gov or uploaded to your licensing application through your MiPLUS account.

If you have questions about requesting testing accommodations or how to submit the necessary documentation, please call (517) 241-0199 or email BPLHelp@michigan.gov.

21. What is an Advanced Practice Registered Nurse (APRN)?

Pursuant to MCL 333.17201(a), an “advanced practice registered nurse” is a registered nurse who has been granted a specialty certification under MCL 333.17210 in one of the following health profession specialty fields: nurse midwifery, nurse practitioner, or clinical nurse specialist.

22. What are the prescribing rights for an APRN?

General Prescribing Authority

Nonscheduled prescription drugs can be prescribed without delegation.

May also receive and dispense complimentary starter dose drugs without delegation from a physician.

Controlled Substance

Permitted to write a prescription for a controlled substance, schedules 2-5 under the delegation of a physician.

The prescription must have the names and DEA #s of both the APRN and the delegating doctor.

If a complementary starter dose containing a controlled substance is involved, the APRN and delegating physician’s name and DEA registration number must be linked to the prescription.

Because they are writing controlled substances under delegation, APRNs do not get their own CS license – they need only obtain a DEA registration number.

Under the Board of Medicine rules, there must be a written delegation agreement between the APRN and the doctor when dealing with controlled substances.

23. I am a family nurse practitioner, but I recently received my psychiatric mental health practitioner specialty. Do I need to apply for this additional specialty?

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No, if you already hold an active Nurse Practitioner specialty, please do not submit another Nurse Practitioner specialty application in MIPLUS.

24. I need to renew my RN and specialty, and I only see the RN on MiPLUS. Do I apply for another specialty?

No, the RN and specialty will be renewed at the same time. When you renew the RN, you should see your specialty checked during the renewal process and will be charged the fee at checkout.

25. When did the Clinical Nurse Specialist Certification become available?

The Michigan Board of Nursing promulgated rules on March 8, 2018, which established the qualifications for training and competency of the health specialty field of Clinical Nurse Specialist.

The following words, titles, or letters or a combination of the word, titles, or letters with or without qualifying words or phrases, are restricted in use only to those persons authorized under Part 172 of the Public Health Code to use the terms: "Clinical Nurse Specialist", "C.N.S.", "Clinical Nurse Specialist-Certified", and "C.N.S.-C." This restriction began on March 8, 2019.

26. How do I file a complaint against a health care professional?

Information on how to [File an Allegation Against a Health Care Licensee](#) can be located on the Bureau of Professional Licensing's website at www.michigan.gov/bpl.