

## 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.*

### 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](http://www.michigan.gov/miplus)
- Application Fee + 2 year license fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)  
RN by Examination or Endorsement \$212.90  
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.

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- 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](mailto:bpldata@michigan.gov), mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909, or obtained by visiting [www.nursys.com](http://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 Board. Transcripts can be emailed to [bpldata@michigan.gov](mailto: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:

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- 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 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 the Commission on Graduates of Foreign Nursing Schools (CGFNS)

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- A certification from the 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 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 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](mailto: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)

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### **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](mailto: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).
    - 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 the Commission on Graduates of Foreign Nursing Schools (CGFNS)
    - A certification from the CGFNS Certification Program (CP)
    - An Evaluation of Foreign Educational Credentials for Boards of Nursing from Josef Silny & Associates, Inc. International Education Consultants (JS&A).

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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 CGFNS or JS&A.

### **ADDITIONAL REQUIREMENTS 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](http://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)

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](mailto:bpldata@michigan.gov) or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

#### 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

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### **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](mailto: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).
    - 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.

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- (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 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 CGFNS, JS&A, or NACES agency and meet the standards set forth by the Board.

An applicant shall be exempt from completing the 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 emailed to [bpldata@michigan.gov](mailto: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 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.



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- (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](mailto: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:
  - 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:

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- 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 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 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 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](http://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

**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:**

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- 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.
  - 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.

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(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](http://www.michigan.gov/miplus).
- Registered Nurse or Licensed Practical Nurse License Renewal Fee: \$131 (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 – Beginning in 2019, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.10105 prior to renewing their license. The training must only be completed one time.
- Implicit Bias Training – For initial renewals completed after June 1, 2021, completion of one hour of implicit bias training is required for each year of licensure since June 1, 2021. If renewing prior to June 1, 2022, implicit bias training is not required for that renewal. Once the initial renewal is completed, then 1 hour of

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implicit bias training will be required for each year of the current license cycle going forward. 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:

If licensed during the full 2-year renewal cycle:

- 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.

## HELPFUL RESOURCES AND FORMS

- By visiting [www.michigan.gov/healthlicense](http://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](#)
- 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](#).

### Forms:

- NCLEX Score Transfer
- Social Security Number Affidavit
- Michigan Nursing School Certification