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New Registrants (Out of Country)

Steps for Completing Applications for Registration and Licensure for Internationally Educated Nurses

Accurate and Fair International Credential Screening, World Education Services (WES)

Effective August 1, 2009, applicants who have been educated in nursing outside of Canada will be required to undergo a credential evaluation as part of the application process. CLPNNS has partnered with WES to provide this service to applicants through their secure online service center.

WES evaluation reports provide CLPNNS with an accurate and objective representation of the academic history of an international candidate.

To access WES, go to: www.wes.org and follow the necessary steps to have the credential evaluation sent directly to CLPNNS.

1. Complete Part I of the Application for Licensing in Nova Scotia and submit it directly to the College of Licensed Practical Nurses of Nova Scotia (CLPNNS) with:

- ✓ The non-refundable Evaluation Fee, in Canadian funds is \$200.00 if you are not applying to the College of Registered Nurses of Nova Scotia (CRNNS) for a license.

Or:

If you made Initial Application to the College of Registered Nurses of Nova Scotia (CRNNS), you may request the CRNNS to have your **completed** documents transferred to CLPNNS then the Evaluation Fee is \$100.00 in Canadian funds. If your application is not completed and you are not deemed eligible for a license with CRNNS then the Evaluation fee will remain at \$200.00.

Please note: If an Initial Application is made to the CRNNS, then CLPNNS will not proceed with your application until you make the determination that you no longer wish to proceed with your Initial Application to CRNNS.

- 2.** Complete **Section A** of Part II on the Application for Licensing in Nova Scotia then submit it directly to your ORIGINAL registering/licensing authority requesting:

 - ✓ Completion of Section B of Part II, or that they attach a statement verifying your registration status
 - ✓ Part II be returned directly to the College by mail from the registering/licensing authority.

- 3.** Complete **Section A** of Part III on the Application for Licensing in Nova Scotia if your original and current registering/licensing authorities differ (e.g. you have registered in another state/country since your initial registration/licensure). Submit this form directly to your current or most recent registering/licensing authority requesting:

 - ✓ Completion of Section B of Part III, or that they attach a statement verifying your registration status
 - ✓ Part III be returned directly to the College by mail from the registering/licensing authority.

- 4.** Complete **Section A** of Part IV on the Application for Licensing in Nova Scotia and submit it directly to the Human Resources of your most recent employer requesting:

 - ✓ Completion of Section B of Part IV
 - ✓ Part IV be returned directly to the College by mail from the designated authority.

- 5.** Complete **Section A** of Part V (2) on the Application for Licensing in Nova Scotia and submit it directly to your school of nursing, requesting:

 - ✓ Completion of Section B of Part V (2)
 - ✓ Part V (2) be returned directly to the College by mail with a copy of your nursing program transcript by the designated authority
 - ✓ Complete Credential Evaluation via World Education Services (WES) www.wes.org and follow the necessary steps to have the credential evaluation sent directly to CLPNNS.
 - ✓ If an applicant has initially completed a WES assessment through the College of Registered Nurses of Nova Scotia (CRNNS) then CLPNNS will accept their WES credential assessment.