

(1) New Registrants (Out of Province but within Canada)

Steps for Completing Applications for Registration and Licensure

- 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 (the College) with:
 - ✓ The non-refundable evaluation fee, in Canadian funds (current fee is \$25).

- 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 (1) 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 (1)
 - ✓ Part V (1) to be returned directly to the College by mail with a copy of your nursing program transcript by the designated authority.