

Minimum Requirements for a Temporary License (TL) When Applying at Board Office

IMPORTANT NOTICE: Effective Monday, August 10, 2009, the Board of Registered Nursing (BRN) will not issue a Temporary License or Interim Permit until the processing of fingerprints is completed by the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI) and the BRN has been notified of the results. The BRN is sorry for any inconvenience that this might cause.

1. **Fingerprints** – Prior to applying at the Board office, fingerprints (Fingerprint Card or Live Scan) must be submitted to the Board. Additionally, before a Temporary License can be issued at the Board office, fingerprint results from the DOJ and the FBI must be received and processed by the Board.
2. **Application** – Completed Application for Licensure by Endorsement, including the application for a Temporary License (TL), one recent 2" x 2" passport-type photograph and appropriate fees.
3. **Verification of License** – Proof of clear and active RN license from state of endorsement submitted via: Sealed envelope from State Board of Nursing **or** Nursys® verification system. (Allow 7 working days for receipt)
4. **Applicable Fees** – Check or money order in U.S. currency. Cash transactions require exact change.

Additional Notes:

- Prior convictions or disciplinary actions may delay the issuance of a Temporary License.
- **Out-of-Country Education.** If you were not educated in the United States, you are required to provide verification of license from the state where you passed the National Council Licensure Examination (NCLEX) or State Board Test Pool Examination (SBTPE), as well as from your current state of licensure, if they are different.
- **Canadian Graduates.** If you passed the five-part Canadian examination and were licensed in Canada prior to 1980, you will need to provide verification of your clear and active license from your Canadian province.
- **Application Mailed to Board.** If you mailed your endorsement application and TL application to the BRN and you now wish to obtain a TL at the BRN office, please be advised that the BRN must receive and process the fingerprint results from the DOJ and the FBI prior to issuance of the Temporary License.
- **Priority Mail.** Overnight and priority mail do not receive expedited service at the Board. All mail is taken in order of date received.

For permanent RN licensure:

- Official transcripts are required to be sent from the nursing school(s) you attended and must include all completed coursework and reflect the degree awarded and date degree was conferred.

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