

COMMONWEALTH OF VIRGINIA
Department of Health Professions - Board of Nursing
Perimeter Center
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Web: www.dhp.virginia.gov/nursing

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CHECKLIST INSTRUCTIONS FOR LICENSURE - NURSE PRACTITIONER (LNP)

Virginia law and regulations require that **nurse practitioners, certified nurse midwives, and certified registered nurse anesthetists** must be licensed as nurse practitioners by the Boards of Nursing and Medicine prior to beginning practice in the Commonwealth. **Also, nurse practitioners, certified nurse midwives, and certified registered nurse anesthetists *must have a current license as a registered nurse in Virginia or a current multi-state privilege license as a registered nurse in a compact state****. For a copy of the nurse practitioner laws, please go to our webpage at: [Virginia Board of Nursing - Laws and Regulations](#).

***If you do not currently have a Virginia RN license or a RN license (from a compact state) with multi-state privilege, you must also file a RN Endorsement application. A RN license is a pre-requisite in Virginia for Nurse Practitioners.**

An **Online application** may be submitted only if you are applying for an initial LNP license by examination or by endorsement*, (* if you have been licensed as a nurse practitioner or advance practice nurse in another state; See [18 VAC 90-30-85](#)). A **completed application** and required fee may be paid through the **online license application portal**.

Note: A **Paper application** must be submitted if **adding a specialty to a current Virginia LNP license**. If submitting a **paper** application, the fee (check or money order paid to the **Treasurer of Virginia**) must be returned to the address shown above.

◆ **REQUIREMENTS** are listed **BELOW** to submit a licensure application. **Please ensure that the applicable items** are submitted to the VBON:

Current Virginia RN license OR RN license with multi-state privilege (from a compact state).

◆ **APPLICATION – EXAMINATION:**

NURSE PRACTITIONERS:

An **official** transcript from a graduate degree program in nursing designed to prepare nurse practitioners must be sent directly to the VBON from the educational institution.

Request verification of professional certification that is consistent with the specialty area of the applicant's education preparation issued by one of the agencies listed in [18 VAC 90-30-90](#) of the regulations to be mailed or emailed **directly** to our office via appsupportdocs@dhp.virginia.gov from the professional certifying organization; however, we are not able to accept a copy of the card, certificate or email verification **from the applicant**).

CERTIFIED NURSE MIDWIVES:

An **official** transcript from a graduate degree program in nursing designed to prepare nurse midwives must be sent directly to the VBON from the educational institution.

Request verification of professional certification that is consistent with the specialty area of the applicant's education preparation issued by the American College of Nurse Midwives to be mailed or emailed **directly** to our office via appsupportdocs@dhp.virginia.gov from the professional certifying organization; however, we are not able to accept a copy of the card, certificate or email verification **from the applicant**.

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PLEASE NOTE: An additional application and fee is required for Authority to Prescribe in Virginia pursuant to [18 VAC 90-40-30](#).

☑ CERTIFIED REGISTERED NURSE ANESTHETISTS:

- An **official** transcript from a graduate degree program in nursing designed to prepare nurse anesthetists must be sent directly to the VBON from the educational institution.
- Request verification of professional certification that is consistent with the specialty area of the applicant's education preparation issued from the Council on Certification of Nurse Anesthetists to be mailed or emailed **directly** to our office via appsupportdocs@dhp.virginia.gov from the professional certifying organization; however, we are not able to accept a copy of the card, certificate or email verification **from the applicant**.

◆ APPLICATION – ENDORSEMENT:

- Request verification of licensure as a nurse practitioner or advanced practice nurse in another U.S. jurisdiction with a license in good standing or eligible for reinstatement if lapsed to be mailed directly to our office from the jurisdiction.
- Request verification of professional certification that is consistent with the specialty area of the applicant's education preparation issued by one of the agencies listed in [18 VAC 90-30-90](#) of the regulations to be mailed or emailed **directly** to our office via appsupportdocs@dhp.virginia.gov from the professional certifying organization; however, we are not able to accept a copy of the card, certificate or email verification **from the applicant**).
- Provide evidence showing successful completion of core coursework preparing applicant for licensure in appropriate specialty pursuant to [18 VAC 90-30-90](#).



Do not request that your transcripts be sent directly to the Virginia Board of Nursing (VBON) unless specifically instructed to do so by VBON staff.

◆ APPLICATION – ADD A SPECIALTY:

- Submit **Paper** application: Email a request for a paper application to appsupportdocs@dhp.virginia.gov or request by mail to VBON address above.
- Request verification of professional certification that is consistent with the specialty area of the applicant's education preparation issued by one of the agencies listed in [18 VAC 90-30-90](#) of the regulations to be mailed or emailed **directly** to our office via appsupportdocs@dhp.virginia.gov from the professional certifying organization; however, we are not able to accept a copy of the card, certificate or email verification **from the applicant**).
- Provide evidence showing successful completion of core coursework preparing applicant for licensure in appropriate specialty pursuant to [18 VAC 90-30-90](#).

◆ ADDITIONAL INFORMATION:

- ✓ **Required** application supporting documents should be sent to appsupportdocs@dhp.virginia.gov.
- ✓ If you are required to also file an **RN Endorsement license application**, you must complete a criminal background check. See [VBON CBC Info](#) for additional instructions.
- ✓ Check your license application status through the **online licensing portal**: <https://www.license.dhp.virginia.gov/apply/>

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