

COMMONWEALTH OF VIRGINIA
Department of Health Professions - Board of Nursing (VBON)
Perimeter Center - 9960 Mayland Drive, Suite 300
Henrico, VA 23233-1463

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Web: www.dhp.virginia.gov/nursing

email: appsupportdocs@dhp.virginia.gov

CHECKLIST INSTRUCTIONS FOR LICENSURE - NURSE PRACTITIONER (LNP)

Virginia law and regulations require that **nurse practitioners, certified nurse midwives, and certified registered nurse anesthetists** 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 RN license with multi-state privilege (from a compact state), you must also file a RN Endorsement application. A RN license is a pre-requisite in Virginia for Nurse Practitioners. For current compact* state information go to: <https://www.ncsbn.org/enhanced-nlc-implementation.htm>.**

REQUIREMENTS are listed BELOW to submit a Nurse Practitioner Licensure Application
Please ensure that the applicable items are submitted to the VBON

ALL APPLICANTS MUST PROVIDE 1ST THREE (3) ITEMS:

- (1) Evidence of a **current Virginia RN license OR RN license with multi-state privilege (from a compact state)**.
- (2) Complete **Online Application**: An **Online application** may be submitted only if you are applying for an **initial LNP** license in accordance with [18 VAC 90-30-80](#) by examination or by endorsement* (* if you have been licensed as a nurse practitioner or advance practice nurse in another state in accordance with [18 VAC 90-30-85](#)). A completed application and required fee submitted through the **online license application portal**.
- (3) Request verification of **professional certification** that is consistent with the specialty area of the applicant's educational preparation issued by one of the agencies listed in [18 VAC 90-30-90](#) sent **directly** from the professional certifying organization to our office by mail or emailed to: appsupportdocs@dhp.virginia.gov. We are not able to accept a copy of the card, certificate or email verification **from the applicant**.


Note: A **Paper application** is required if **adding a specialty to a current Virginia LNP license** ([See page 2](#)).

◆ **LICENSED NURSE PRACTITIONER INITIAL APPLICATION – (BY EXAMINATION):**

- Submit **official transcript** from a graduate degree program in nursing designed to prepare nurse practitioners sent directly from the education institution to our office by mail or emailed to appsupportdocs@dhp.virginia.gov.

◆ **LICENSED NURSE PRACTITIONER APPLICATION – (BY ENDORSEMENT*)**
(*If you have been previously licensed as a nurse practitioner See: [18 VAC 90-30-85](#)):

- 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, sent **directly** from the jurisdiction to our office by mail or emailed to appsupportdocs@dhp.virginia.gov.

 **Endorsement Applicants Only: 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.**

PLEASE NOTE:

Separate application and fee is required for Authority to Prescribe in Virginia pursuant to [18 VAC 90-40-30](#)

◆ LICENSED NURSE PRACTITIONER APPLICATION – ADD A SPECIALTY:

- Submit **Paper** Application and fee: Email a request for a paper application to appsupportdocs@dhp.virginia.gov or request by mail to VBON address above. If submitting a **paper** application, attach the fee in the form of a check or money order paid to the **Treasurer of Virginia**.
- Request **verification of professional certification** that is consistent with the specialty area of the applicant's educational preparation issued by one of the agencies listed in [18 VAC 90-30-90](#) sent **directly** from the professional certifying organization to our office by mail or emailed to: appsupportdocs@dhp.virginia.gov. We are not able to accept a copy of the card, certificate or email verification **from the applicant**.

 **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.**

◆ ADDITIONAL INFORMATION:

- ✓ **Required** application supporting documents may be emailed to: appsupportdocs@dhp.virginia.gov.
- ✓ If you are required to file an **RN Endorsement license application**, you must complete a criminal background check. See [VBON CBC Info](#) for additional instructions.
- ✓ License application processing times are between 30-45 **business** days to complete.
- ✓ Check your **license application** status at: <https://www.license.dhp.virginia.gov/apply/>
- ✓ Check your **license status** on [License Lookup](#) (*license information is posted in *real time*).