

Professional Licensing Agency  
402 West Washington Street  
Room W072  
Indianapolis, IN 46204



Eric Holcomb  
Governor of Indiana  
Deborah J. Frye  
PLA Executive Director

## Indiana State Board of Nursing

Licensed Practical Nurse – Examination for Graduates of Foreign Nursing Schools  
*Must be licensed in territory or country in which applicant graduated*

- \_\_\_\_\_ Completed application, including social security number.
- \_\_\_\_\_ **\$50.00** Application fee – Pay by debit or credit card for applications submitted online at MyLicense.IN.gov. If applying by paper/mail make check or money order payable to Indiana Professional Licensing Agency (IPLA).
- \_\_\_\_\_ Detailed statement with supporting documentation for any positive response to the questions. Will need court documentation if answer to question #3 is a positive response.– *required for all new applications*
- \_\_\_\_\_ List of licenses in any state or territory the applicant holds or has held a license/certification in the health professional field.
- \_\_\_\_\_ Verification(s) from any state or territory the applicant holds or has held a license/ certification in the health professional field.
- \_\_\_\_\_ Commission on Graduates of Foreign Nursing Schools (CGFNS) – report showing education evaluation and passing of exam given by CGFNS
- \_\_\_\_\_ Name Change Document – required if last name differs on any documents submitted for the application

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- \_\_\_\_\_ Criminal Background Check – submit once confirmation from IPLA that the application is entered. Email confirmation comes from [pla@pla.in.gov](mailto:pla@pla.in.gov).
- \_\_\_\_\_ **\$200.00** NCLEX fee – after receiving email instructing the applicant to go to [www.ncsbn.org](http://www.ncsbn.org) or call (215) 222-8454 to register and pay the fee. Notify [pla2@pla.in.gov](mailto:pla2@pla.in.gov) once fee is paid.

***This checklist is to be used as a guide, not a comprehensive description of each step/requirement for licensure.***