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 Repeat
Must be submitted within 1 year after last exam attempt

_____ Completed Application.

_____ **$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.

_____ Name Change Document – required if last name differs on any documents submitted for the application

_____ Letter from review course with proof of a 95% or greater likelihood of passing – *required if applicant previously failed exam 3 times or more*

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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. – *required for all new applications*

_____ **$200.00** NCLEX fee – after receiving email instructing the applicant to go to www.ncsbn.org or call 1(866)496-2539 to register and pay the fee. Notify pla2@pla.in.gov once fee is paid.

If applicant has failed the exam 3 or more times and/or graduated from nursing program over 3 years before submitting application, the applicant would be required to come in for a personal appearance before eligibility to test could be granted.

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