

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

Registered 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*
- *****
- _____ 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.