



Unit 6 - 161 Maypoint Rd, Charlottetown PE C1E 1X6
Tel: 902-368-3764 Fax: 902-628-1430 Email: info@crnpei.ca

Application for Registration for Internationally Educated Nurses

All internationally educated nurses (IENs) must first apply through the National Nursing Assessment Service (NNAS). Please visit www.nnas.ca for more information. After the NNAS advisory report has been generated, those wishing to apply to the College of Registered Nurses of Prince Edward Island (CRNPEI) may do so.

The following steps/procedures must be followed when applying for registration with CRNPEI.

Complete the application form and return to CRNPEI at the above address with:

- the non-refundable application fee of \$100 in Canadian funds
- the non-refundable processing fee for international documents of \$400 in Canadian funds
- copy of birth certificate
- copy of change of name certificates e.g. marriage/divorce certificates
- copy of government-issued identification with your photo on it (such as a photocopy of your passport photo page).
- proof of entitlement to work in Canada

The following additional documents are required:

- Advisory report from the National Nursing Assessment Service - NNAS will send a report to the College on your behalf.
- Submit a criminal record check that includes a vulnerable sector check (if your prospective employer requires a vulnerable sector check). The criminal record check must have been issued within one month prior to submission. A criminal record check is also required from your country of origin.

Upon receipt of the above, we will notify you as to your eligibility to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Applicants who have already passed the NCLEX-RN exam will not be required to retake the exam.



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Application for Registration for Internationally Educated Nurses

Name _____
Surname Given Names Birth/Formal Name(s)

Address _____

Telephone _____ Email _____

Date of Birth _____ Country of Birth _____ Gender ☐ Female ☐ Male
Month/Day/Year

School of Nursing & Location _____

Course Started: _____ Course Completed: _____
Month/Year Month/Year

Nursing Experience Since Graduation: (List three most recent employers)

Name and Address of Employer	Position	Dates
_____	_____	_____
_____	_____	_____
_____	_____	_____

Are you entitled to work in Canada? (citizenship, work permit, work visa) ☐ Yes ☐ No

Have you ever had any conditions placed on a registration or had a registration suspended, cancelled, revoked or terminated for reasons of incompetence or misconduct? ☐ Yes ☐ No

Have you ever been disciplined by a registration or licensing authority? ☐ Yes ☐ No

Have you ever written the National Council Licensure Examination for Registered Nurses for registration in another jurisdiction? If yes, explain ☐ Yes ☐ No

Have you ever been required/asked by another regulatory body in Canada to complete a competence assessment? ☐ Yes ☐ No
(e.g. a competence assessment of your knowledge, skills and abilities using tools such as observation, interviews and written tests)?

Have you ever completed a competence assessment in another Canadian jurisdiction? ☐ Yes ☐ No

If you answered yes, please arrange for a certified true copy of the following to be sent to CRNPEI from the regulatory body as applicable:

- all letters associated with the process;
- the assessment report; and
- transcripts of education completed to bridge the gaps identified in the assessment report.

Have you been convicted of an indictable offence for which you have not received a pardon? ☐ Yes ☐ No

By signing this application form:

I authorize CRNPEI to carry out the procedures necessary for the assessment of my eligibility for registration. This includes making copies of my application documents for the purpose of assessment and/or contacting the institutions or authorities stated on this application to verify the authenticity of my documents and the information provided regarding the educational institutions, regulatory bodies, and employers listed in my application.

I declare that all of the information I have provided on this form is complete and truthful.

I understand that CRNPEI will immediately:

1. stop the assessment of my application and
2. that my application for assessment will be cancelled, registration will be refused, and I will be banned from applying to the CRNPEI in the future if:
 - a. I have provided any inaccurate information; or
 - b. I have omitted required information; or
 - c. the CRNPEI determines that any documents submitted during the application or assessment process have been altered, tampered with or forged.

CRNPEI will not issue a refund and will retain all documents submitted with my application.

I understand that in order to practice nursing in Prince Edward Island, I am required by law to hold a registration with CRNPEI before I commence employment, including any orientation.

I understand that the Registrar may destroy the application and supporting documentation of an applicant if the applicant has not completed the application within two years of the date the applicant submitted to the Registrar the completed application form.

I have read and understand the above and the information on this form and agree to the terms stated herein.

Signature of Applicant

Date



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VISA/Mastercard Payment Authorization Form

Name as it appears on credit card

Name as it appears on application if different than the name on the credit card

Phone number where the card holder can be reached

Email address

Please indicate which fee you are paying for

Please bill my

☐ **VISA**

☐ **MASTERCARD**

in the amount of \$ _____

Card Number _____

Expiry Date _____

Verification Code (on back of card) _____

Signature _____

Date _____

Please note: The credit card information provided on this form will not be retained. Upon authorization of the payment request all credit card information will be destroyed.