

Graduation Timeline—December/May Graduates

August/January:

1. Register with Pearson VUE (www.pearsonvue.com/nclex)
 - Application fee is \$200.
 - Register with the exact name that is on your ID.
 - Registering with an email address (use a personal one, not a school one since sometimes those are deactivated upon graduation) ensures that all further information/letters from Pearson VUE will come via email. Otherwise, U.S. mail will be used.
 - You must be made eligible by the board of nursing within 365 days of your registration and payment.
 - Third-party payments (by school, agency or employer) must be sent to the address listed at www.ncsbn.org/2017.htm.
 - There are no refunds of NCLEX fees for any reason.
2. Receive Acknowledgement of Receipt of Registration from Pearson VUE.
 - Your username and password for the Pearson VUE website is located on this document.
3. Research potential employer websites for application deadlines.

September/February:

Finish resume and obtain letters of recommendation

October/March: (or sooner depending on each organization's deadline)

Begin applying for positions; some facilities will require an RN or LPN license for application
Make sure you have settled fees, payments and paperwork with your school so you're eligible to graduate!

December/May:

Pinning ceremony, Graduation/Commencement exercises. Congratulations!

Late December-early January/Late May-early June:

1. Complete application with your State Board.
 - You may complete this application sooner and have it 'ready-to-go' when you receive your official transcript.
 - You **MUST** register with Pearson VUE before your state application can be processed. Application will not be accepted without official transcript.
2. Apply for licensure with one board of nursing.

Early-to-mid January/ Early-to-mid June

1. Pick up transcript when available and hand deliver or mail unopened transcript and application to State Board of Nursing (*note that some Nursing Programs will do this for you—check with your faculty*)

January or February/June or July

1. Receive notification from State Board that you are eligible to test.
2. After eligibility from State Board confirmed, receive notification from Pearson VUE of your Authorization to Test (ATT).
3. Schedule NCLEX exam with Pearson VUE when you have received your ATT.
 - You must test within the validity dates (an average of 90 days). There are no extensions.
 - Check that your name matches your ID.
 - If you need to reschedule your appointment:
 - Tuesday-Friday appointments must be changed at least 24 hours prior to the original date and time. Saturday-Monday appointments must be changed no later than Friday at least 1 full business day in advance of the original date and time.

Total time between graduation and your NCLEX test date: approx. 6 - 8 weeks

1. Arrive for exam appointment and present your ATT letter and acceptable identification (ID):
 - For testing centers in the United States and its territories, the only acceptable forms of ID are:
 - U.S. Drivers license issued by the Department of Motor Vehicles. If it has expired, a renewal slip that includes a photograph and a signature must be presented as well.
 - U.S. State identification (Department of Motor Vehicle-issued)
 - U.S. military identification
 - Passport
 - At International testing centers, a passport is the only acceptable form of identification.
 - All IDs listed above must be: written in English, signed in English, valid (not expired) and include a photograph.
 - ID's from a U.S. Sanctioned (Embargoed) country must follow the proof of residence policy listed at www.ncsbn.org/1221.htm.
 - **If you cannot provide your ATT letter and acceptable ID at your appointment, you will have to reregister and repay for the NCLEX.**
 - Receive your official results from your board of nursing approximately four weeks after your exam (but many are available online earlier).