REQUIREMENTS FOR BOARDING

In order for the Nurse Professional Standards Board (NPSB) to evaluate your application and recommend a fair salary, the items listed below must be completed and submitted with your application. If the items listed are not completed appropriately, this could delay boarding and effect the Board’s decision for a fair salary recommendation.

1. Complete Work Experience
   - Use the Continuation Sheet beginning with your most recent employment; work backwards until the date you received your professional license (RN).
   - All dates MUST have month and year.
   - Hours worked must be specifically listed (DO NOT use PRN or ranges of hours).
   - Leave NO BLANKS.

2. Education
   - Copy of degree received (ADN, BSN, MSN).
   - Date graduated or received degree.
   - Name of educational institution.
   - Official copies of transcripts from all schools of nursing attended (optional).

3. License Verification
   - Copy of current license.
   - If you have had previous licenses under other names than your current name, please list those names on a separate sheet of paper.
   - List ALL licenses held throughout your nursing career.

4. References: (3)
   - Requirement: Have references address the 9 VA Nurse Qualification Standards criteria when possible.
     → One reference from your current supervisor
     → One reference from a prior Supervisor/Employer
   - If one of the above references is not obtainable:
     A most recent evaluation which assesses your nursing skills is acceptable.
   - Supplemental to the above:
     Peer Review

5. Current Resume