



NCSBN

National Council of State Boards of Nursing

A Message from Examinations



March 1, 2012

The Eight Steps of the NCLEX

The process of taking the NCLEX exam can be broken down into eight steps. These steps cover registration and scheduling, eligibility, identification requirements, and results processing.

The Eight Steps of the NCLEX:

1. Apply for licensure with one board of nursing (BON).
2. Register and pay \$200 with Pearson VUE via the Internet, telephone or by U.S. mail.
3. Receive an Acknowledgement of Receipt of Registration from Pearson VUE.
4. Receive eligibility from the BON.
5. Receive an Authorization to Test (ATT) letter from Pearson VUE. Candidates must test within the validity dates. There are no extensions.
6. Schedule an exam appointment via the Internet (by accessing your online account) or by telephone (telephone only for international scheduling).
7. Arrive for exam appointment and present your ATT letter and acceptable identification (ID). The only acceptable forms of ID for test centers in the U.S., American Samoa, Guam, Northern Mariana Islands and U.S. Virgin Islands are:
 - o U.S. driver's license (Department of Motor Vehicle-issued; if expired, a renewal slip that includes a photograph and a signature must be presented as well);
 - o U.S. state identification (Department of Motor Vehicle-issued);
 - o U.S. military identification; or
 - o Passport.

The only acceptable form of ID for international test centers is a passport.

8. Receive results from the BON approximately four weeks after the exam.

The Eight Steps of the NCLEX flyer, as well as the *2012 NCLEX Candidate Bulletin*, can be found on the [Candidate Bulletin and Information page](#) of NCSBN's website.

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