

ADVANCED NP-PRACTICE CREDENTIALING DOCUMENTS CHECKLIST

This checklist applies to applicants who graduated from an FNP or AGNP program between April 3, 2021, and Jan. 31, 2022.

It is highly recommended that you plan well in advance to meet these deadlines. If you are accepted into the program and any of the following deadlines are not met, your offer may be rescinded.

| | | N.P. program graduation date between April 3, 2021, and Jan. 31, 2022 | |
|----------|--|--|---|
| # | Item required for submission | In-state programs | Out-of-state programs |
| 1 | National board certificate | Pass board exam by March 18 ⁱ ; wall certificate due May 10 | Pass board exam by March 18 ⁱⁱ ; wall certificate due May 10 |
| 2 | California unrestricted R.N. license | Due May 10 | Apply by May 3; due July 1 |
| 3 | California nurse practitioner certificate | Apply by Mar 18 ⁱⁱⁱ ; wall certificates due May 10 | Apply by May 3; wall certificates due July 1 |
| 4 | California nurse practitioner furnishing number certificate | | |
| 5 | Current Basic Life Support (BLS) certificate | | |
| 6 | Schedule II controlled substance course completion | | |
| 7 | Government issued photo identification (e.g. driver's license) | Due May 10 | Due May 10 |
| 8 | N.P. Diploma | Due June 1 | Due June 1 |
| 9 | FNP/AGNP transcript (official) | | |
| 10 | Credentialing account data including email addresses for three peer references (N.P., P.A., M.D. or D.O.) — form provided by program | | |
| 11 | National Provider Identifier (NPI) number with NP taxonomy | Due July 1 | Due July 1 |
| 12 | Updated curriculum vitae | | |
| 13 | DEA license | | |
| 14 | Completed and signed credentialing application and supplemental documents — provided by program | | |

ⁱ If offered an interview, you must verify that you have met this requirement.

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