



# Applicants Transferring to New Brunswick

**(Members from another province never registered in New Brunswick before)**

## Step 1

- To proceed with your request for registration in New Brunswick please go to [www.anblpn.ca](http://www.anblpn.ca) and under the applicants - Transfer tab , select **LOGIN** and click on **SIGN UP**, select **Transfer – Apply**. Complete the Application form. You can save this form until you have all the documents required and then submit.

The following documents are required to **upload** in the application form before you can submit your application.

- **Proof of name** - Birth certificate and marriage certificate (if applicable)
- **Current criminal record check** from your local Police or RCMP Station or online at <https://pages.sterlingbackcheck.ca/landing-pages/a/anblpn/>
- **Quebec PN Graduates only** - require a copy of your official Practical Nurse education transcript to upload into your application.
- **Complete and forward Verification of Registration form** and submit to the jurisdiction (province) where you are currently registered. The jurisdiction will forward the Verification of Registration form to ANBLPN when completed.
- **Verification of hours worked** - you will be required to upload copies of signed documentation from your past employers for hours worked to provide proof of 1000 hours worked as an LPN in the past 5 years. *A downloadable form is on the website under Applicants - Transfers.*

## Step 2

When your application is ready to be submitted, by clicking the **submit** button an invoice for \$115.00 for the application processing fee will be created in your account. This invoice will need to be paid before your application is reviewed.

## Step 3

Complete ANBLPN's Jurisprudence module online. Please review the Jurisprudence Reference Guide. The cost is \$40.00 and the link to the guide and the module will be emailed to you. The invoice for the module will be on your account. **Please email a copy of your certificate to [lpninfo@npls.ca](mailto:lpninfo@npls.ca) .**

## Step 4

After receiving the Verification of Registration and the jurisprudence certificate, your application will be reviewed. If any more information is required, ANBLPN will be send you an email. Once all information is received, a decision will be forwarded to you by email.

#### Step 5

Once approved, an invoice for the registration fee will be applied to your account. Once the invoice is paid your license and receipt can be found on your home page of your account.

**Please note ANBLPNs registration year is December 1 to November 30<sup>th</sup>.**

*Your application to transfer will expire 6 months from the date of submission. If this occurs you will be required to restart the application process (including paying application fees)*