

9-7-84

1 Board of Nursing

2

3 Adopted Licensing Rules

4

5 Rules as Adopted

6 6315.0100 DEFINITIONS.

7 Subpart 1. Scope. As used in parts 6315.0100 to  
8 6315.0700, the following terms have the meanings given them.

9 Subp. 2. Affidavit of continuing education. "Affidavit of  
10 continuing education" means the form supplied by the board used  
11 to authenticate officially that the applicant has fulfilled all  
12 continuing education requirements for licensure.

13 Subp. 3. Affidavit of enrollment. "Affidavit of  
14 enrollment" means the form supplied by the board used to  
15 authenticate officially that the applicant is enrolled in the  
16 final term of study in an approved nursing program.

17 Subp. 4. Affidavit of graduation. "Affidavit of  
18 graduation" means the form supplied by the board used to  
19 authenticate officially that the applicant has fulfilled all  
20 requirements for graduation.

21 Subp. 5. Approved. "Approved" means the status granted to  
22 a professional nursing program or a practical nursing program by  
23 a nurse licensing agency or other official governmental agency  
24 in a state or territory of the United States, a Canadian  
25 province or a foreign country.

26 Subp. 6. Board. "Board" means the Minnesota Board of  
27 Nursing.

28 Subp. 7. Completion. "Completion" means that the  
29 applicant has fulfilled all the requirements of a program and is  
30 eligible for a degree, diploma, or certificate.

31 Subp. 8. Enrolled in. "Enrolled in" means to be  
32 satisfying the requirements of a specific course.

33 Subp. 9. Examination application. "Examination  
34 application" means the form supplied by the board used in  
35 applying for a professional or practical nurse examination.

36 Subp. 10. Final term of study. "Final term of study"

1 means the last academic period (quarter, term, session, or  
2 semester) that is necessary for an applicant to complete  
3 graduation requirements.

4 Subp. 11. Jurisdiction. "Jurisdiction" means a state or  
5 territory of the United States.

6 Subp. 12. Graduation. "Graduation" means completion of an  
7 approved nursing program.

8 Subp. 13. License. "License" means the document issued by  
9 the board to an individual who meets for the first time the  
10 requirements for practicing professional or practical nursing in  
11 Minnesota.

12 Subp. 14. Licensure application. "Licensure application"  
13 means the form supplied by the board used in applying for  
14 professional or practical nurse licensure.

15 Subp. 15. Mental health. "Mental health" means an  
16 individual's emotional or intellectual ability to adapt to a  
17 changing environment.

18 Subp. 16. Moral character. "Moral character" means the  
19 individual's ability to distinguish between right and wrong and  
20 act accordingly.

21 Subp. 17. Nursing ability. "Nursing ability" means the  
22 mental and physical capacity and skill necessary to perform  
23 nursing actions.

24 Subp. 18. Permit. "Permit" means the document issued by  
25 the board that authorizes the practice of professional or  
26 practical nursing in Minnesota prior to final board action on  
27 the application for licensure.

28 Subp. 19. Practical nursing program. "Practical nursing  
29 program" means a program designed to prepare students for  
30 licensure as licensed practical nurses.

31 Subp. 20. Professional nursing program. "Professional  
32 nursing program" means a program designed to prepare students  
33 for licensure as registered nurses.

34 Subp. 21. Program. "Program" means an organized set of  
35 courses designed to prepare students to meet the nursing  
36 education requirements for licensure as practical or

1 professional nurses.

2 6315.0200 PURPOSE AND AUTHORITY.

3 Parts 6315.0100 to 6315.0700 are adopted pursuant to  
4 Minnesota Statutes, section 148.191. The parts pertain to the  
5 authorization to practice, the requirements for licensure by  
6 examination, the requirements for licensure without examination,  
7 and nullification of applications. Part 6315.0400 applies to  
8 applicants who have not passed an examination acceptable to the  
9 board. Part 6315.0500 applies to applicants who have passed an  
10 examination acceptable to the board.

11 6315.0300 AUTHORIZATION TO PRACTICE NURSING.

12 Subpart 1. Required authorization. A Minnesota license or  
13 permit is required if an individual practices professional  
14 nursing as defined in Minnesota Statutes, section 148.171,  
15 clause (3), or practical nursing as defined in Minnesota  
16 Statutes, section 148.29, subdivision 4, whether for monetary  
17 compensation or as a volunteer, except as provided in Minnesota  
18 Statutes, sections 148.271 and 148.295. If the permit is  
19 revoked or expires, whichever occurs first, an applicant must  
20 not practice nursing until a license has been issued.

21 Minnesota licensure is not required for a nurse licensed in  
22 another jurisdiction who is in Minnesota as a student enrolled  
23 in a course of study which involves nursing practice, such as a  
24 course leading to a higher degree or certification in a nursing  
25 specialty or to enhanced skills in a clinical field.

26 Subp. 2. License. The board shall license an applicant to  
27 practice when the applicant has met all requirements of  
28 applicable statutes and rules. The license must bear the seal  
29 of the board, date of issue, license number, and type of  
30 licensure.

31 Subp. 3. Duplicate original license. Duplicate original  
32 licenses are not issued for any reason.

33 Subp. 4. Eligibility for permit to practice nursing with  
34 direct supervision. The board shall grant an applicant a permit  
35 to practice nursing under the direct supervision of a registered

1 nurse if the applicant:

2           A. has not been licensed by examination in another  
3 jurisdiction;

4           B. applies for a permit to practice on a form  
5 obtained from the board;

6           C. has submitted the licensure application, licensure  
7 fee, examination application, examination fee, and affidavit of  
8 graduation;

9           D. has not had an application nullified;

10           E. has not had a permit revoked;

11           F. has not had a permit expire;

12           G. has graduated from an approved program as  
13 specified in part 6315.0400, subpart 4 or 5; and

14           H. has written or is eligible to write the first  
15 examination administered after graduation. An applicant who has  
16 written the examination before graduating becomes eligible for a  
17 permit after graduation. An applicant who has written the  
18 examination in another jurisdiction must submit, on a form  
19 supplied by the board, proof from the other jurisdiction that  
20 the applicant wrote the first examination administered after  
21 graduation.

22           Subp. 5. Required supervision. An applicant who holds a  
23 permit to practice nursing with direct supervision must practice  
24 under the direct supervision of a registered nurse licensed and  
25 currently registered in Minnesota. There must be a registered  
26 nurse assigned to observe, direct, and evaluate the performance  
27 of the permit holder. A permit holder shall be able to identify  
28 at all times the registered nurse who is providing direct  
29 supervision. The registered nurse shall not be engaged in other  
30 activities that would prevent the registered nurse from  
31 providing direct supervision to the permit holder. The  
32 registered nurse providing the supervision shall be physically  
33 present on the unit or within the facility where the permit  
34 holder is practicing nursing. If the assigned responsibilities  
35 for a given shift require nursing abilities that have not been  
36 acquired by the permit holder and if the care to be provided

1 involves a patient with severe or urgent conditions or a patient  
2 with an unstable condition, the registered nurse providing the  
3 supervision must be on the unit with the permit holder. If the  
4 assigned responsibilities for a given shift require nursing  
5 abilities that have been acquired by the permit holder and the  
6 care to be provided is simple and routine, the registered nurse  
7 providing the supervision must be in the facility with the  
8 permit holder. The permit holder shall not function in a  
9 position that requires supervision of other nursing personnel.

10 Subp. 6. Permit to practice nursing without direct  
11 supervision. The board shall grant an applicant a permit to  
12 practice nursing that does not require direct supervision if the  
13 applicant:

14 A. submits the licensure application and licensure  
15 fee;

16 B. is licensed in another jurisdiction or Canadian  
17 province by an examination acceptable to the board;

18 C. applies for a permit to practice on a form  
19 obtained from the board; and

20 D. submits evidence of licensure and current  
21 eligibility to practice in another jurisdiction or Canadian  
22 province. Evidence of licensure and eligibility to practice may  
23 include, but is not limited to, a notarized copy of the document  
24 from another jurisdiction or Canadian province that authorizes  
25 current practice, an official statement from another  
26 jurisdiction or Canadian province that the applicant is  
27 currently authorized to practice, or an official statement from  
28 another jurisdiction or Canadian province that the licensure  
29 examination was passed and that the applicant is authorized to  
30 practice pending licensure.

31 Subp. 7. Length of permit. The permit authorizing  
32 practice under the direct supervision of a registered nurse  
33 expires eight weeks after the administration of the examination  
34 or upon the applicant's notification by the board of failure on  
35 the examination, whichever occurs first. The board shall not  
36 extend this permit even if an applicant passes the examination.

1 The permit authorizing practice without direct supervision  
2 expires six months after the date of issue, but the board shall  
3 extend this permit if licensure cannot occur because of a  
4 processing delay by another nurse licensing agency.

5 Subp. 8. Revocation of permit. The board shall revoke a  
6 permit in the following situations.

7 A. The board shall revoke a permit if the permit  
8 holder:

9 (1) does not write the scheduled examination;

10 (2) has been notified of the results of the  
11 examination;

12 (3) is licensed by the board;

13 (4) did not write in another jurisdiction an  
14 examination acceptable to the board;

15 (5) did not pass an examination in another  
16 jurisdiction with a score acceptable to the board; or

17 (6) is not eligible for licensure.

18 B. The board may act to decide whether to revoke a  
19 permit if the board determines that:

20 (1) an applicant for licensure by examination did  
21 not meet the graduation requirement specified in part 6315.0400,  
22 subpart 4 or 5;

23 (2) an applicant for licensure without  
24 examination presented fraudulent evidence of licensure in  
25 another jurisdiction or Canadian province; or

26 (3) an applicant has engaged in conduct which  
27 constitutes grounds for denial of a license.

28 Subp. 9. Designated titles. The permit holder who is an  
29 applicant for registered nurse licensure shall use the title  
30 "graduate nurse," abbreviated "GN." The permit holder who is an  
31 applicant for licensed practical nurse licensure shall use the  
32 title "graduate practical nurse," abbreviated as "GPN."

33 6315.0400 REQUIREMENTS FOR LICENSURE BY EXAMINATION.

34 Subpart 1. Licensure application. An applicant shall  
35 obtain the application forms for licensure and instructions for  
36 filing from the board. An applicant shall respond to questions

1 on the application that relate to causes for denial of licensure  
2 listed in Minnesota Statutes, section 148.261 for the registered  
3 nurse and Minnesota Statutes, section 148.297 for the licensed  
4 practical nurse. An applicant shall submit true information.  
5 Falsification or omission of information constitutes unethical  
6 conduct and provides grounds for denial of a license. The  
7 application must be notarized. If an application is received  
8 without a fee, it shall be returned to the applicant.

9 Subp. 2. Examination application. An applicant shall  
10 obtain an examination application from the board. The  
11 application and examination fee must be submitted to the agency  
12 specified by the board. The examination application and fee  
13 must be submitted to the agency each time an applicant wants to  
14 be scheduled to take an examination.

15 Subp. 3. Evidence of good moral character and good mental  
16 health. An applicant shall verify on the application that he or  
17 she is of good moral character and in good mental health. The  
18 board may require further evidence of an applicant's character  
19 or mental health if the board has information satisfying one of  
20 the following conditions:

21 A. implying a violation of a federal, state, or local  
22 law or rule;

23 B. constituting grounds for denial of a license, if  
24 true;

25 C. implying that the applicant provided inaccurate  
26 information or omitted information solicited on the licensure or  
27 examination applications;

28 D. pertaining to behavior of the applicant during the  
29 applicant's educational period which suggests that the applicant  
30 is not of good moral character or not in good mental health;

31 E. showing that the applicant may have cheated on the  
32 licensing examination;

33 F. showing that the applicant was discharged from  
34 employment;

35 G. showing that disciplinary action was taken or is  
36 pending or the applicant is under investigation by another nurse

1 licensing agency; or

2 H. showing that at the time of board action on an  
3 application the applicant is hospitalized for treatment of  
4 mental illness.

5 Subp. 4. Graduation from approved professional nursing  
6 program. An applicant who has graduated from an approved  
7 professional nursing program is eligible for licensure as a  
8 registered nurse if the applicant's nursing education includes  
9 classroom and clinical instruction. The learning activities  
10 must have been provided in accordance with either item A or B.

11 A. The learning activities involved patients in each  
12 of the following categories:

13 (1) newborn through 11 months;

14 (2) one year through 12 years;

15 (3) 18 years through 64 years;

16 (4) 65 years and older;

17 (5) healthy patients, such as patients in an  
18 uncomplicated maternity cycle or patients in need of health  
19 teaching;

20 (6) acutely ill patients suffering from an  
21 illness with a short and relatively severe course; and

22 (7) chronically ill patients suffering from an  
23 illness that persists over a long period of time.

24 B. The learning activities involved patients in each  
25 of the following categories:

26 (1) patients having nursing care needs in all  
27 stages of illness;

28 (2) adults, including those over 65 years of age  
29 and children receiving medical and surgical therapy;

30 (3) patients having mental illness; and

31 (4) mothers and newborn infants in the maternity  
32 cycle.

33 Subp. 5. Graduation from approved practical nursing  
34 program. An applicant who has graduated from an approved  
35 practical nursing program is eligible for licensure as a  
36 licensed practical nurse if the applicant's nursing education

1 includes classroom and clinical instruction. The learning  
2 activities must have been provided in accordance with either  
3 item A or B.

4 A. The learning activities involved patients in each  
5 of the following categories:

- 6 (1) newborn through 11 months;
- 7 (2) one year through 12 years;
- 8 (3) 18 years through 64 years;
- 9 (4) 65 years and older;
- 10 (5) healthy patients, such as patients in an  
11 uncomplicated maternity cycle;

12 (6) acutely ill patients suffering from an  
13 illness with a short and relatively severe course; and

14 (7) chronically ill patients suffering from an  
15 illness that persists over a long period of time.

16 B. The learning activities involved patients in each  
17 of the following categories:

- 18 (1) children;
- 19 (2) mothers of newborn infants;
- 20 (3) newborn infants;
- 21 (4) adults with common illnesses;
- 22 (5) geriatric patients; and
- 23 (6) patients with mental and emotional problems.

24 Subp. 6. Transcripts necessary for applicants educated in  
25 foreign countries. An applicant who has graduated from a  
26 program in another country shall submit a transcript. The  
27 applicant shall also submit a course description if the entries  
28 on the transcript are not self-explanatory as to course  
29 content. If the transcript and course description are not in  
30 English, a translation must be done by an agency or individual  
31 specified by the board. The cost of this translation must be  
32 paid by the applicant.

33 Subp. 7. Resolution of educational deficiencies. Any  
34 deficit in nursing education as outlined in subpart 4 or 5 must  
35 be made up prior to admission to the examination in one of the  
36 following ways:

1           A. The applicant must successfully complete a regular  
2 course or a course designed for an applicant that includes  
3 classroom instruction, clinical instruction, and evaluation of  
4 nursing ability in the area of deficit in an approved nursing  
5 program which prepares students for the type of licensure for  
6 which the applicant is applying.

7           B. If the deficit is a clinical instruction and  
8 evaluation of nursing ability deficit and not a classroom  
9 deficit, an applicant for registered nurse licensure must  
10 successfully complete 90 hours of clinical instruction including  
11 evaluation of nursing ability in the deficit area, and an  
12 applicant for licensed practical nurse licensure must  
13 successfully complete 65 hours of clinical instruction including  
14 evaluation of nursing ability in the deficit area. The clinical  
15 instruction including evaluation must be supervised by a  
16 registered nurse.

17           The applicant must submit evidence of having completed item  
18 A or B on an affidavit provided by the board and signed by all  
19 individuals responsible for the make-up activities.

20           Subp. 8. Affidavit of graduation. An applicant shall have  
21 an affidavit of graduation completed and signed by an official  
22 of the nursing program. The completed affidavit must bear the  
23 seal or stamp of the program. An applicant must submit the  
24 affidavit prior to the examination unless the applicant will be  
25 writing the examination before graduation. An applicant who  
26 graduates after writing an examination shall submit the  
27 affidavit after graduation but before licensure. An applicant  
28 who fails an examination shall submit the affidavit before  
29 reexamination.

30           Subp. 9. Affidavit of enrollment. An applicant who writes  
31 the examination before graduation shall have an affidavit of  
32 enrollment completed and signed by an official of the nursing  
33 program. The completed affidavit must bear the seal or stamp of  
34 the program and be submitted prior to the examination.

35           Subp. 10. Fees. The board shall charge the following fees.

36           A. The licensure fee is \$50 for an applicant for

1 registered nurse licensure and \$35 for an applicant for licensed  
2 practical nurse licensure. This fee must be paid to the board  
3 and must be received prior to evaluation of an applicant's  
4 qualifications for examination and licensure.

5 B. The examination fee is set by the examination  
6 vendor and must be submitted to the agency specified by the  
7 board each time an applicant wants to be scheduled to write an  
8 examination.

9 C. The reexamination fee is \$25 for an applicant for  
10 registered nurse licensure and \$10 for an applicant for licensed  
11 practical nurse licensure. The fee must be paid to the board.

12 D. A late filing fee of \$20 must be remitted to the  
13 board if one or more of the following materials is not properly  
14 postmarked or delivered by the deadline:

- 15 (1) licensure application and fee;  
16 (2) examination application and fee;  
17 (3) reexamination application and fee.

18 E. Personal checks are not accepted. Each remittance  
19 must be in the form of United States currency, cashier's check,  
20 or money order.

21 F. If for any reason a license is not issued, fees  
22 are not refundable.

23 Subp. 11. Deadline for submitting material. The deadline  
24 for submitting all required applications and fees is 56 calendar  
25 days preceding an examination. The board shall use the postmark  
26 and address to determine compliance. If the required  
27 applications and fees are not received on time, the applicant  
28 must pay a late filing fee.

29 All other documents, late applications and fees, and the  
30 late filing fee if applicable, must be received no later than  
31 4:30 p.m. the day prior to an examination.

32 Subp. 12. Written examination. The licensure examinations  
33 are the examinations of the National Council of State Boards of  
34 Nursing, Inc. The passing score required on the National  
35 Council Licensure Examination for Registered Nurses (NCLEX-RN)  
36 is a scaled score of 1,600. The passing score required on the

1 National Council Licensure Examination for Practical Nurses  
2 (NCLEX-PN) is a scaled score of 350.

3           A. An applicant shall be scheduled for an examination  
4 when the following have been received by the required date or  
5 time: applications for licensure and examination; fees for  
6 licensure and examination; affidavit of graduation or  
7 enrollment; and, when applicable, reexamination application and  
8 fee; late filing fee, transcript, course description,  
9 translation of transcript and course description, and affidavit  
10 that any educational deficit was made up. An applicant may  
11 write an examination before graduation if he or she meets all of  
12 the following requirements:

13                   (1) The applicant must be enrolled in the final  
14 term of study in an approved Minnesota program.

15                   (2) The remaining course work must not include  
16 any elective or required nursing courses.

17                   (3) The applicant must not have been on academic  
18 probation in the term prior to the final term.

19                   (4) The applicant must not be repeating a course  
20 to improve the grade in the course in order to meet graduation  
21 requirements.

22                   (5) The applicant must not have written a  
23 previous NCLEX examination in Minnesota.

24           B. The board will notify the applicant by mail of the  
25 examination the applicant is scheduled to write. At least ten  
26 days prior to an examination the board shall mail an admission  
27 document to each applicant accepted to write the examination.  
28 Placing the notice and admission document in first class United  
29 States mail, postage prepaid and addressed to the applicant's  
30 last known address constitutes mailing.

31           C. For admission to the examination, the applicant  
32 must present the admission document, a head and shoulders  
33 photograph, and a document bearing the applicant's signature.  
34 The photograph must be part of a driver's license, nondriver's  
35 state identification card, passport, alien registration card,  
36 student identification card, or a photograph affixed with the

1 school seal and signed by the director of the nursing program.

2 D. An applicant admitted late to any portion of the  
3 examination shall not be allowed extra time. An applicant will  
4 not be admitted to any portion of the examination after any  
5 applicant has finished that portion and left the examination  
6 room. An applicant who does not write the first portion of the  
7 examination shall not be allowed to write other portions.

8 E. Official notification of the score received shall  
9 be by first class United States mail, postage prepaid.

10 F. An applicant who has failed an examination may  
11 have the examination rescored by: submitting a written request  
12 to the board within one month following the release of the  
13 results of the examination; and meeting any procedural  
14 requirements including fees of the examination vendor.

15 G. An applicant who fails an examination may apply  
16 for reexamination on a reexamination application supplied by the  
17 board and must obey all other applicable rules. If an  
18 application is received without a fee, it shall be returned to  
19 the applicant.

20 H. An applicant may write the examination for  
21 Minnesota licensure specified in subpart 12 in another  
22 jurisdiction if the board authorizes the applicant to do so and  
23 the jurisdiction is willing to administer the examination. The  
24 applicant must meet any procedural requirements and pay any fees  
25 set by the other jurisdiction.

26 6315.0500 REQUIREMENTS FOR LICENSURE WITHOUT EXAMINATION.

27 Subpart 1. Proof of licensure in another jurisdiction or  
28 country. To be licensed to practice nursing in Minnesota  
29 without writing an examination, an applicant must submit proof,  
30 on a form provided by the board, that he or she is licensed in  
31 another jurisdiction, Canadian province, or country and has  
32 passed an examination acceptable to the board as listed in  
33 subparts 11 and 12. Proof of licensure must be obtained from  
34 the jurisdiction, Canadian province, or country in which the  
35 applicant was first licensed and in which the applicant was most  
36 recently employed.

1 Subp. 2. Licensure application. An applicant shall obtain  
2 the application forms and instructions for filing from the board.  
3 An applicant shall respond to questions on the application that  
4 relate to causes for denial of licensure listed in Minnesota  
5 Statutes, section 148.261, for the registered nurse and  
6 Minnesota Statutes, section 148.297, for the licensed practical  
7 nurse. An applicant shall submit true information.  
8 Falsification or omission of any information constitutes  
9 unethical conduct and provides grounds for denial of a license.  
10 The application must be notarized. If an application is  
11 received without a fee, it shall be returned to the applicant.  
12 Application for licensure begins on the date when an application  
13 and fee are received by the board.

14 Subp. 3. Fee. The fee for licensure is \$40 for registered  
15 nurse applicants and \$30 for licensed practical nurse applicants.  
16 This fee must be paid to the board and must be received prior to  
17 evaluation of an applicant's qualifications for licensure.  
18 Personal checks are not accepted. Remittance must be in the  
19 form of United States currency, cashier's check, or money  
20 order. If for any reason a license is not issued, the fee is  
21 not refundable.

22 Subp. 4. Evidence of good moral character and good mental  
23 health. An applicant shall verify on the application that he or  
24 she is of good moral character and in good mental health. The  
25 board may require further evidence of an applicant's character  
26 or mental health if the board has information satisfying one of  
27 the following conditions:

28 A. implying a violation of a federal, state, or local  
29 law or rule;

30 B. constituting grounds for denial of a license, if  
31 true;

32 C. showing that disciplinary action was taken or is  
33 pending or the applicant is under investigation by another nurse  
34 licensing agency;

35 D. showing that the applicant provided inaccurate  
36 information or omitted information solicited on the licensure

1 application;

2 E. showing that the applicant was discharged from  
3 employment; or

4 F. showing that at the time of application the  
5 applicant is hospitalized for treatment of mental illness.

6 Subp. 5. Graduation from approved nursing program. An  
7 applicant who has graduated from an approved nursing program is  
8 eligible for licensure provided that the applicant can present  
9 evidence of graduation.

10 Subp. 6. Waiver of graduation requirement. The board  
11 shall waive the requirement of graduation from an approved  
12 nursing program if:

13 A. an applicant has been licensed by another  
14 jurisdiction or Canadian province based on requirements  
15 equivalent to the qualifications required in Minnesota at the  
16 time of the applicant's original licensure; or

17 B. an applicant for licensed practical nurse  
18 licensure has been licensed by another jurisdiction and passed  
19 NCLEX-PN with a score specified in subpart 12 and has had at  
20 least 4,000 clock hours of employment as a licensed practical  
21 nurse in the 60 calendar months preceding application for  
22 licensure in Minnesota.

23 Subp. 7. Current nursing education or experience. An  
24 applicant who has been employed in nursing or who has graduated  
25 from an approved nursing program during the two years  
26 immediately preceding application for licensure is exempt from  
27 the continuing education requirements as specified in subparts 8  
28 and 9. Employment references must be submitted to verify  
29 employment dates. An affidavit of graduation or evidence from  
30 the nurse licensing agency in another jurisdiction or Canadian  
31 province must be submitted to verify the graduation date.

32 Subp. 8. Continuing education for registered nurses. An  
33 applicant for registered nurse licensure who has not been  
34 employed as a registered nurse during the two years immediately  
35 preceding receipt by the board of the application must  
36 participate in continuing education activities which meet the

1 criteria specified in part 6310.2800 and must submit an  
2 affidavit of continuing education. The continuing education  
3 participation must have occurred within the 24 months preceding  
4 board action on the application for licensure.

5 Subp. 9. Continuing education for practical nurses. An  
6 applicant for licensed practical nurse licensure who has not  
7 been employed in nursing during the two years immediately  
8 preceding receipt by the board of the application must  
9 participate in one of the following continuing education  
10 activities: at least 15 clock hours of a nurse refresher  
11 course; at least 15 clock hours of nursing-related continuing  
12 education courses; or an orientation program at least 15 clock  
13 hours in length conducted by an employer or potential employer.  
14 The continuing education must have occurred within the 24 months  
15 preceding board action on the application for licensure. The  
16 applicant must submit an affidavit of continuing education.

17 Subp. 10. Affidavit of graduation. An applicant must  
18 submit an affidavit of graduation, signed by an official of the  
19 nursing program and bearing the seal or stamp of the program.  
20 An affidavit is not required if the licensing authority in  
21 another jurisdiction or Canadian province verifies graduation  
22 from an approved program. If a licensed practical nurse  
23 applicant has not graduated from an approved program, the  
24 applicant shall send his or her employer a form supplied by the  
25 board for documentation of 4,000 clock hours of employment. The  
26 form must be completed by the employer and returned to the  
27 board. The board shall determine if the employment fulfills the  
28 requirement of Minnesota Statutes, section 148.291, subdivision  
29 3.

30 Subp. 11. Acceptable examinations for registered nurses.  
31 The requirement of having passed a written examination  
32 acceptable to the board for registered nurse licensure is  
33 fulfilled if an applicant has:

34 A. passed a state-constructed examination or the  
35 State Board Test Pool Examination for Registered Nurses  
36 (SBTPE-RN) prior to 1957;

1 B. passed the SBTPE-RN after December 31, 1956, and  
2 before July 1, 1982, with a scaled score of at least 350 on each  
3 of the five parts; or

4 C. passed NCLEX-RN after June 30, 1982, with a scaled  
5 score of 1,600.

6 Subp. 12. Acceptable examinations for practical nurses.  
7 The requirement of having passed a written examination  
8 acceptable to the board for licensed practical nurse licensure  
9 is fulfilled if an applicant has:

10 A. passed a state-constructed examination or the  
11 State Board Test Pool Examination for Practical Nurses  
12 (SBTPE-PN) prior to 1960;

13 B. passed the SBTPE-PN after December 31, 1959, and  
14 before January 1, 1970, with a scaled score of at least 370;

15 C. passed the SBTPE-PN after December 31, 1969, and  
16 before October 1, 1982, with a scaled score of at least 400; or

17 D. passed NCLEX-PN after September 30, 1982, with a  
18 scaled score of at least 350.

19 Subp. 13. Insufficient score. An applicant for licensure  
20 whose examination score does not meet the Minnesota score  
21 requirement specified in subpart 11 or 12 must write the  
22 examination currently used in Minnesota, achieve the passing  
23 score established for the current examination, and meet  
24 requirements specified in part 6315.0400, subparts 2, 10, 11,  
25 and 12.

26 6315.0600 APPLICATION NULLIFICATION.

27 Subpart 1. Licensure by examination. The board will  
28 nullify an application for licensure by examination if the  
29 applicant:

30 A. did not write the first or second examination  
31 available following submission of a licensure application and  
32 fee;

33 B. did not rewrite the examination within 24 months  
34 after the last examination failed;

35 C. wrote the examination while enrolled in the final  
36 term of study but did not complete the course work during the

1 final term; or

2 D. did not submit the affidavit of graduation within  
3 12 months after the examination.

4 The board will not nullify an application if it agrees on a  
5 different action during a disciplinary proceeding.

6 Subp. 2. Licensure without examination. The board will  
7 nullify an application for licensure without examination if the  
8 applicant fails to complete the application process within one  
9 year after submission of the application or within one year  
10 after notification by the board of a deficiency.

11 Subp. 3. Destruction of application materials and  
12 forfeiture of fees. For a nullified application, the fees shall  
13 be forfeited and the application and other documents may be  
14 destroyed according to the process specified in Minnesota  
15 Statutes, section 138.17, subdivision 7. If the applicant  
16 failed to submit the application and fees within one year after  
17 the board received any other documents relating to the  
18 application, the board may destroy the documents.

19 Subp. 4. Reapplication. If an individual whose  
20 application has been nullified wants to be licensed, a new  
21 licensure application must be submitted and all applicable  
22 licensure requirements must be met.

23 6315.0700 ADMINISTERING EXAMINATIONS FOR OTHER JURISDICTIONS.

24 The board will administer a licensure examination to a  
25 candidate applying for licensure in another jurisdiction. The  
26 fee for this service is \$20. Personal checks are not accepted.  
27 The \$20 fee, examination application and fee, and written  
28 authorization from the jurisdiction in which the applicant has  
29 applied for licensure by examination must be submitted no later  
30 than the date required of applicants for Minnesota licensure by  
31 examination.

32 6310.2900 REGISTRATION RENEWAL PROCEDURES.

33 Subpart 1. to 5. [Unchanged.]

34 Subp. 6. First registration renewal. An individual who is  
35 issued a license by the board shall also be registered by the

1 board. The initial registration period is for less than two  
2 years. For registered nurses licensed August 1 through January  
3 31 the registration period ends the next July 31. For those  
4 licensed February 1 through July 31 the registration period ends  
5 July 31 of the following year. If an individual is granted a  
6 Minnesota license within six calendar months prior to the first  
7 day of licensee's renewal period, the license fee shall serve as  
8 payment for the first renewal period. Fifteen contact hours of  
9 acceptable continuing education activities shall be required for  
10 the first registration renewal.

11 Subp. 7. to 10. [Unchanged.]

12 6310.7600 RENEWAL OF REGISTRATION.

13 Subpart 1. to 4. [Unchanged.]

14 Subp. 5. Initial registration period. A person who is  
15 issued a license by the board shall also be registered by the  
16 board. The initial registration period is for less than two  
17 years. For licensed practical nurses licensed January 1 through  
18 June 30 the registration period ends December 31 of the same  
19 year. For those licensed July 1 through December 31, the  
20 registration period ends December 31 of the next year.