

ADVANCED NP-PRACTICE CREDENTIALING DOCUMENTS CHECKLIST

This checklist applies to applicants who graduated from an FNP or AGNP program between April 1, 2022, and Jan. 31, 2023.

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 If you are accepted into the program and any of the following deadlines are not met, your offer may be rescinded.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 1, 2022, and Jan. 31, 2023	
#	Item required for submission	In-state programs	Out-of-state programs
1	National board certificate	Pass board exam by February 28 ⁱ ; wall certificate due May 1	Pass board exam by February 28 ⁱⁱ ; wall certificate due May 1
2	California unrestricted R.N. license	Due May 1	Apply by May 1; due July 1
3	California nurse practitioner certificate	Apply by February 28 ⁱⁱⁱ ; wall certificates due May 1	Apply by May 1; wall certificates due July 1
4	California nurse practitioner furnishing number certificate		
5	Current Basic Life Support (BLS) certificate	Due May 1	Due May 1
6	Schedule II controlled substance course completion		
7	Government issued photo identification (e.g. driver's license)		
8	N.P. Diploma		
9	FNP/AGNP transcript (official)	Due June 1	Due June 1
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		
12	Updated curriculum vitae	Due July 1	Due July 1
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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