



Registered Nurse Apprentice Application

APPLICANT INFORMATION

Full Legal Name: _____
First Middle Last

All Previous Legal Names: _____

Other DOPL Licenses Held: _____

SSN: _____ Date of Birth: _____ Gender: Male Female

Address: _____
Street Address (including Apt/Unit/Ste #) and/or PO Box

City: _____ State: _____ Zip: _____

Phone: (_____) _____ – _____ Email: _____
Note: All Division notices and communication will be sent to this email.

Please select one:

- I am a United States citizen or a non-citizen of the United States who is lawfully present.
- I am a foreign national not physically present in the United States.
- None of the above, please explain: _____

Driver License or State ID Card: _____
State of Issue License Number Expiration Date

NOTE: If you do not hold a US Driver License or a US State ID, you must present a legible copy of your current and valid government issued document(s) showing evidence of lawful presence in the United States.

AFFIDAVIT AND RELEASE

1. I certify that I am qualified in all respects for the license for which I am applying with this application.
2. I certify that to the best of my knowledge, the information contained in the application and all supporting document(s) are true and correct, discloses all material facts regarding the applicant, and that I will update or correct the application as necessary, prior to any action on my application.
3. I authorize all persons, organizations, governmental agencies, or any others not specifically listed, which are set forth directly or by reference in this application, to release to the Division of Professional Licensing, State of Utah, any files, records, or information of any type reasonably required for the Division to properly evaluate my qualifications for licensure/certification/registration by the State of Utah.
4. I understand that it is the continuing responsibility of applicants and licensees to read, understand, and apply the requirements contained in all statutes and rules pertaining to the occupation or profession for which I am applying, and that failure to do so may result in civil, administrative, or criminal sanctions.
5. I certify that I do not currently pose a direct threat to myself, to my clients, or to the public health, safety or welfare because of any circumstance or condition.
6. I understand that I am responsible to update the Division of any changes relating to my license/certification/registration.

I declare under criminal penalty under the law of Utah that this application is true and correct.

Signature of Applicant: _____ Date: _____



QUALIFYING QUESTIONNAIRE

Do not leave any question blank.

DOPL may request additional documentation if the information submitted is insufficient.

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1. Yes No Have you EVER had a license, certificate, permit, or registration to practice a regulated profession denied, conditioned, curtailed, limited, restricted, suspended, revoked, reprimanded, resigned, or surrendered while under investigation, or otherwise **disciplined in any way**?
-
2. Yes No Do you CURRENTLY have **any criminal action active or pending**?
-
3. Yes No WITHIN THE PAST 10 YEARS, have you pled **guilty** to, **no contest** to, entered into a **plea in abeyance**, or been **convicted** of a **misdemeanor** in any jurisdiction?
-
4. Yes No Have you EVER pled **guilty** to, **no contest** to, entered into a **plea in abeyance**, or been **convicted** of a **felony** in any jurisdiction?
-

If you answered "Yes" to any of the above questions, enclose with this application complete information with respect to all circumstances and the final result, if such has been reached. If you answered "Yes" to questions 2, 3, or 4 you must submit the following for EACH and EVERY incident:

- personal account of the incident
- court record(s)
- police report(s)
- probation/parole officer report(s)

If you are unable to obtain any of the records required above, you must submit documentation on official letterhead from the police department and/or court indicating that the information is no longer available.

NOTE:

- **DISCLOSE** charges that were later held in abeyance, diverted, reduced, or dismissed.
- **DISCLOSE** motor vehicle offenses such as driving while impaired or intoxicated. But you do not need to disclose minor traffic offenses such as parking or speeding violations.
- You do **not need to disclose** juvenile offenses, unless you were tried as an adult.
- **DISCLOSE** if you are restricted from possession, purchase, transfer, or ownership of a firearm or ammunition (even if your restriction is based on a non-reportable juvenile conviction).
- You do **not need to disclose** legally expunged or sealed criminal history incidents.

For more information, see DOPL's [criminal history FAQs](#).

PROFESSIONAL LICENSES

List all other licenses, registrations or certifications issued by any state in which you now hold or have ever held in any profession. (Use additional sheets if necessary.)

Profession: _____ License Number: _____

Issuing State: _____ License Status: _____ Issue Date: _____

Profession: _____ License Number: _____

Issuing State: _____ License Status: _____ Issue Date: _____

DECLARATION OF PRIMARY STATE OF RESIDENCE

Primary State of Residence is the state of your declared, fixed and permanent principal home for legal purposes.

Upon the issuance of this license, my primary state of residence will be: _____

Note: You must update your address, in writing, with DOPL, within 2 weeks of any changes.



MEDICAL QUALIFYING QUESTIONNAIRE

Read thoroughly, and answer each question. Do not leave any question blank.

A "yes" answer does not necessarily mean you will not be granted a license; however, DOPL may request additional documentation if the information submitted is insufficient.

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1. Have your rights, privileges, and/or participation ever been denied, conditioned, curtailed, limited, restricted, suspended or revoked in any way by:
- Yes No a hospital or health care facility
 - Yes No Medicaid, Medicare or any other state or federal health care payment reimbursement program
 - Yes No the Federal Drug Enforcement Administration or any state drug enforcement agency
 - Yes No malpractice insurance coverage
 - Yes No other entity: _____
-
2. Have you ever been permitted to resign or surrender any rights, privileges and/or participation while under investigation or while action was pending against you from:
- Yes No a hospital or health care facility
 - Yes No Medicaid, Medicare or any other state or federal health care payment reimbursement program
 - Yes No The Federal Drug Enforcement Administration or any state drug enforcement agency
 - Yes No malpractice insurance coverage
 - Yes No other entity: _____
-
3. Is any action pending against you now by:
- Yes No a hospital or health care facility
 - Yes No Medicaid, Medicare or any other state or federal health care payment reimbursement program
 - Yes No the Federal Drug Enforcement Administration or any state drug enforcement agency
 - Yes No malpractice insurance coverage
 - Yes No other entity: _____
-
4. Yes No Have you been named as a defendant in a malpractice suit?
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5. Yes No Have you ever had office monitoring, practice curtailments, individual surcharge assessments based upon specific claims history, or other limitation, restrictions or conditions imposed by any malpractice carrier?

If you answered "Yes" to question 4, you must submit a complete narrative of the circumstances and a National Practitioner Data Bank report outlining all professional liability claims made against your license and any settlements paid by or on your behalf. NPDB website: <http://www.npdb.hrsa.gov>.

If you answered "Yes" to any of the above questions, enclose with this application complete information with respect to all circumstances and the final result, if such has been reached.



REGISTERED NURSE APPRENTICE LICENSE AFFIDAVIT

I certify that I have met all RN license requirements, except graduating from an approved nursing education program as defined in Utah Code § [58-31b-601](#) and passing the NCLEX-RN, as follows:

- ▶ I am currently in my last semester, quarter or competency experience of an approved registered nursing education program.
- ▶ I am in good academic standing.
- ▶ I have asked my Dean or appointed Program Representative to complete the **Certification of Academic Status of Nurse Education form**. *Do not apply until the Certification of Academic Status of Nurse Education form has been completed by your school.*

I understand and agree that this:

- ▶ Registered Nurse Apprentice license **is non-renewable**.
- ▶ Registered Nurse Apprentice license will expire upon the earlier of:
 - one year from issuance
 - 75 days after the day on which the division receives notice from the examination agency that the individual failed to take or pass the examinations described in Utah Code § [58-31b-302\(4\)\(f\)](#)
 - the day on which the Division issues the individual a license as a registered nurse
- ▶ If I graduate from an approved nursing education program as defined in Utah Code § [58-31b-601](#) and pass the NCLEX, I will submit an application to become licensed as a RN, and my Registered Nurse Apprentice license will be superseded upon issuance of my RN license.

I understand that while I hold this Registered Nurse Apprentice license I must practice under the **INDIRECT SUPERVISION** of a Utah licensed RN, APRN, or Medical Doctor (MD or DO).

Utah Administrative Code § [R156-1-102a\(4\)\(b\)](#).

"Indirect supervision" means the supervising licensee:

*has given either written or verbal instructions to the person being supervised;
is present within the facility in which the person being supervised is providing services; and
is available to provide immediate face-to-face communication with the person being supervised, as necessary.*

Note: *The supervising licensee's license must be active and good standing.*

I understand that my Registered Nurse Apprentice license will only be valid in Utah. I acknowledge that a Registered Nurse Apprentice license is not eligible for the Nurse Licensure Compact and is considered "Single State".

I have reviewed and I certify that I will abide by the laws and rules that govern the practice of my profession. This includes all laws and rules governing the delegation of nursing tasks.

See Utah Administrative Code § [R156-31b-102 \(13\)](#), [R156-31b-701\(a\)](#), [R156-31b-701\(b\)](#), and [R156-31b-701\(c\)](#)

I declare under criminal penalty under the law of Utah that this application is true and correct.

Signature of Applicant: _____ Date: _____



Certification of Academic Status of Nurse Education

The student must be in their last semester, quarter or competency experience of an approved registered nursing program; and the student must be currently in good academic standing.

This form must be completed by an official representative of the school and bear the school's official seal. Additionally, it must be sent directly from the school to DOPL, or sealed in an envelope bearing the school's stamp/seal on the envelope flap and submitted with your application. *If the form is presented to DOPL unsealed, it will be rejected.* Schools may submit the completed Certificate of Academic Status of Nurse Education to B7@Utah.gov

APPLICANT INFORMATION (TO BE COMPLETED BY THE APPLICANT)

Full Legal Name: _____ DOB: ____ / ____ / ____
First Middle Last MM DD
 Address: _____ City: _____ State: _____ Zip: _____

APPLICANT'S EDUCATION:

(TO BE COMPLETED BY THE DEAN OR APPOINTED PROGRAM OFFICIAL REPRESENTATIVE.)

Name of Institution: _____
 Institution Address: _____ City: _____ State: _____ Zip: _____
 Phone: (_____) _____ – _____ Email: _____
 Accrediting Body: _____ Accreditation Status: _____
 Qualifying Event (SELECT ONE) Final Semester Final Quarter Competency Experience
 Start date of Qualifying Event (above) _____ End Date of Qualifying Event: _____
MM/DD/YYYY MM/DD/YYYY
 The applicant is enrolled in a program seeking the following degree: (SELECT ONE) ASN BSN
 Graduation Date (or anticipated date): _____
MM/DD/YYYY

ATTESTATION:

I attest that I am authorized to sign this Certification of Academic Status on behalf of the above-named Institution.

I attest that the above-named applicant is in last semester, quarter, or competency experience of an approved registered nursing program (as defined in Utah Code§ [58-31b-601](#)), they have permission to obtain the apprentice license, and they are currently in good academic standing.

I declare under criminal penalty under the law of Utah that this application is true and correct.

Signature: _____ Date: _____

(SCHOOL SEAL) Printed Name: _____ Title: _____



APPLICATION CHECKLIST AND INSTRUCTIONS

This checklist is for your convenience; you do not need to include it with your application.

NOTE: Incomplete applications will be denied.

Your application is classified as a public record and may be available for inspection by the public, except with regard to the release of information which is sub-classified as controlled, private, or protected under the Government Records Access and Management Act or restricted by other law.

The following items are required to complete your application:

- \$35.00 non-refundable application-processing fee, made payable to "DOPL".
- Supporting documentation for any "yes" answers provided on the either of the qualifying questionnaires.
- Completed Certification of Academic Status of Nurse Education form found in this application. **Note:** The form must be completed by the Dean or appointed Program Official and bear the seal of the school. It must be sent directly from your school to the Division, or sealed in an envelope bearing the school's stamp/seal on the envelope flap and submitted with your application. If received unsealed from the applicant, it will be rejected. If you have already graduated from an approved registered nursing program, you will not qualify for this license type.

You may apply and pay fees online at <https://dopl.utah.gov/nursing/apply-for-a-license/registered-nurse-apprentice/>

Submit completed application to the Division:

By US Postal Service:

Division of Professional Licensing
PO BOX 146741
Salt Lake City, UT 84114-6741

By in-person or express delivery:

Division of Professional Licensing
Heber M Wells Building, 1st Floor
160 E 300 S
Salt Lake City, UT 84111

If you have questions, please contact the Division at 801-530-6628 or by email at B7@Utah.gov.