

## Minnesota RN and LPN Reregistration Instructions

If you have been licensed in Minnesota but have not renewed, reregistration is the process by which you reactivate your license. Requirements vary depending on how long your registration has been expired and how long it has been since you last practiced nursing.

- 1. Review Forms and Process:** A separate form and fee must be submitted to reregister each license. Review the application for licensure on the Board of Nursing website at: <https://mn.gov/boards/nursing>. An overview of the Reregistration process can be found below and on the Board's website at <https://mn.gov/boards/nursing/licensure/license-renewal/reregistration.jsp>. If you are unable to determine which form(s) best fit your situation, please contact the Board for assistance.
- 2. To apply online and check the status of your application, register to access an online user account with a username and password.**
- 3. Complete the following forms:**
  - a. Reregistration Application form.** Apply online or print the application form from the Board's website. If applying by paper, complete the paper application form, sign, and submit the application with the fee to the Board by mail.
  - b. Confirmation of Nursing Employment for Reregistration form.** If you have ever worked as a nurse, you must have your most recent employer complete and submit a Confirmation of Nursing Employment for Reregistration form. Print the form from the Board's website, complete the top half of the form and submit to your current nursing employer. If you are not currently employed, submit the form to your most recent nursing employer. Upon completion, you must return the form to the Board.
  - c. Continuing Education form.** You may need to report continuing education or successfully complete a refresher course depending on how long it has been since you last practiced nursing. The Board will contact you if you are required to report continuing education when your Confirmation of Nursing Employment for Reregistration form has been processed.
- 4. Confirmation of Application Submission:** You are responsible for submitting all necessary forms and fees to complete your application. The Board encourages you to confirm successful submission of your application forms and to check the status of processing your application by visiting your online services account.

You are not authorized to practice nursing in Minnesota until the reregistration process is complete. You may verify your active license on the board's website License Verification Page.