



Department of Health
Three Capitol Hill – Room 103
Providence, RI 02908-5097
Phone: 401-222-5700
Email: michele.monroe@health.ri.gov
Website: www.health.ri.gov/nursing

APRN ONLINE INITIAL APPLICATION REQUIREMENTS

In Rhode Island, a Registered Nurse (RN) license is a prerequisite for an APRN license. You can have either a multistate license in your State of primary residency OR have an active RI Registered Nurse license to meet this prerequisite.

If you currently hold a RI RN license and know your ID and password, you can login to <https://healthri.mylicense.com> and click “Apply For License”. If you need your registration code, email doh.elicense@health.ri.gov with your name and license number and the code will be provided to you.

If you have never held any type of license in RI, you will need to apply online at <https://healthri.mylicense.com>. Click “Register a Person” and follow the instructions to apply.

Please note: Payment of the application fee does not mean you are licensed. To check your application status, you can view your checklist by logging into <https://healthri.mylicense.com> and selecting the View Checklist link.

1. LICENSE TYPE OPTIONS

Please choose the population focus in which you are certified. If you have never been licensed as an APRN, choose the obtained by method of “Certification;” otherwise, choose “Certification Out of State” (OOS)

2. REQUIRED DOCUMENTATION FOR ALL APPLICANTS

- a. You must submit your official college/school/university transcript(s) from the educational program(s) attended directly to the Board. The transcript(s) must include the date of program completion, graduation date and degree obtained.
- b. Transcripts MUST include evidence of **Advanced Pathophysiology, Advanced Health Assessment and Advanced Pharmacology**. If your transcript does not list these names specifically please identify the course name, number and semester taken.
- c. Transcript(s) may be mailed to the address above or emailed by the school, Clearinghouse or Parchment to michele.monroe@health.ri.gov. We do not accept transcripts directly from applicants.
- d. Letter of APRN certification from professional certifying organization. (ie. ANCC, PNCB)
- e. **Background Check with Fingerprints** - You must apply to the Department of Attorney General for a national background check supported by fingerprints. For information on this process please visit <https://riag.ri.gov/i-want/get-background-check> or call 401-274-4400. (If you have obtained a BCI for RI RN licensure within one (1) year of submission of this application that can be used for this application.)

****ALL ENDORSEMENT APPLICANTS****

If you've been licensed in one of the following states **American Samoa, California, Colorado, Connecticut, Georgia, Hawaii, Maryland, Massachusetts, Nebraska, New Hampshire, New York, Pennsylvania, South Carolina, Utah, or Wisconsin** a license verification(s) must be sent directly from the state(s) in which you hold or have held an advanced practice registered nurse license. The [Interstate Verification Form](#) can be used for that purpose. Please also upload a list of each state where you have held or hold an APRN license.

Please visit the National Council of State Boards of Nursing website at: <https://www.ncsbn.org> to obtain contact information for all U.S. licensing authorities.



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****MILITARY EXPEDITION FORM****

Pursuant to Rhode Island General Laws § 5-88-1 et seq., upon application, this state may recognize occupational licenses, certificates or permits obtained from other states for military members and their spouses who relocate to this state pursuant to military orders. Please complete this form and upload it to your account during the application process.

<https://health.ri.gov/sites/g/files/xkgbur1006/files/forms/request/MilitaryVeteranExpediteForm.pdf>

****CONTROLLED SUBSTANCES REGISTRATION****

Rhode Island does not allow the prescribing of controlled substances via telemedicine from outside of the state. Note that the address on your CSR application must be a clinical space (e.g., with examination rooms) where patients are evaluated by you in person; the address cannot be solely an administrative office.

To dispense, prescribe, store, or order controlled substances, you must obtain a Rhode Island Controlled Substance Registration (CSR) and a Drug Enforcement Administration (DEA) Registration. A **RI business address is required** in order to obtain and maintain the Controlled Substances Registration; a **home address is not acceptable for obtaining a CSR.**

After you obtain your Rhode Island CSR you must apply for a federal DEA Number. That DEA number must be registered to a RI Business Address. An application for the federal DEA Number can be obtained by contacting DEA: DEA Phone Number (617) 557-2200. Web Site: <https://www.deadiversion.usdoj.gov/drugreg/registration.html>

Please print this CSR form and submit it with the fee. https://health.ri.gov/sites/g/files/xkgbur1006/files/2025-09/RIControlledSubstancesRegistration_3.pdf