

Assessment of Credentials

Registering as a Nurse in another Country or Canadian Province

The process of Assessment of Credentials takes approximately 6 weeks to complete.

The requirements that we are asked to provide are very detailed.

Therefore, if you plan to pursue registration in another country or province, please allow adequate time for completion of this process.

Please carefully review the following list of requirements to ensure a complete submission package.

Please do the following:

- 1) You (the applicant) contact the nursing regulatory agency in the country or province in which you want to work to access the required forms that must be completed.

- 2) Request an official transcript from the Registrar.

See:

http://registrar.mcmaster.ca/forms/trans_request.pdf.

The transcript should be addressed to the nursing regulatory body in the country or province in which you wish to register and also be sent to School of Nursing in HSC 2J34.

- 3) Verification of Accreditation Status of the McMaster BScN Program.

CASN – the Canadian Association of Schools of Nursing- is the accrediting agency for all entry-to-practice nursing programs in Canada.

If the regulatory agency you are applying to requires verification of accreditation status of the McMaster-Mohawk-Conestoga BScN Program, contact CASN and they will send this directly on your behalf.

Applicants must provide CASN with the appropriate forms needed by the regulatory agency and proof of graduation.

See: <http://www.casn.ca/>

Contact: Elise Guest, Accreditation Program Manager

eguest@casn.ca

or Joni Boyd, Manager of Accreditation

jboyd@casn.ca.

- 4) Complete the McMaster-Mohawk-Conestoga BScN Program Assessment of Credentials Request form in full. (attach file)

Please note: Incomplete requests will significantly delay the processing time for your credential assessment.

- 5) FEES

- a) Fee for completing the Assessment of Credentials by our office is: \$100.00.

This is the standard fee applied to all requests.

Packages being sent within North America will be couriered and packages being sent overseas will be delivered via registered mail (ground mail). These costs are included in the \$100 fee above.

- b) Additional Optional Fees for delivery of completed packages are as follows:

If you prefer your forms to be sent overseas via courier, please note the additional fees.

This courier service will be International Economy with a delivery time of 2-5 business days.

- United Kingdom \$ 75.00
- Australia/New Zealand \$100.00
- Other destinations to be determined individually (please contact us).

The following methods of payment are accepted:

- Cheque –made out to McMaster University
- Cash

Unfortunately we are not able to accept INTERAC transfer at this time.

- 6) Please send your request form, the forms received from the regulatory agency to which you are applying , and appropriate payment to:

McMaster University
BScN Program, School of Nursing
Faculty of Health Sciences
1280 Main Street West, HSC-2J34
Hamilton, ON L8S 4K1

- 7) When your package has been completed and sent you will receive a confirmation e-mail from our office.

McMaster-Mohawk-Conestoga BScN Program

Assessment of Credentials Request Form

Please complete the following 2 pages in full to ensure efficient processing of your request

Full Name:

Full name while attending McMaster University:

McMaster ID#:

Email Address:

Phone: Cell:

Home:

Home Address:

Fee Enclosed:

Standard Process Fee: \$100

Additional Courier Fee:

TOTAL:

Payment Type:

Cash: Cheque: Cheque #:

Signature:

Date:

