

**Iowa Board of Nursing**  
400 SW 8th Street, Suite B  
Des Moines, IA 50309-4685  
515.281.3255  
E-Mail: [ibon@iowa.gov](mailto:ibon@iowa.gov)  
Website: [nursing.iowa.gov](http://nursing.iowa.gov)



## PLEASE READ CAREFULLY

### NCLEX Re-Exam Instructions

1. A Diagnostic Profile that addresses your performance on the NCLEX® examination is enclosed. Questions should be directed to the National Council of State Boards of Nursing Testing Department at 312-525-3750 or toll-free at 1-866-293-9600 or [www.ncsbn.org](http://www.ncsbn.org).
2. The Re-Exam application is available online at [nursing.iowa.gov](http://nursing.iowa.gov) - choose IBON Online Services – Initial Application. This is the preferred method, however, you may request a paper application by contacting the Iowa Board of Nursing at 515-281-3255 or by e-mail at [ibon@iowa.gov](mailto:ibon@iowa.gov)
3. **Forty-five (45) days** must elapse between test dates. The National Council of State Boards of Nursing requires a waiting period between NCLEX® administration dates. Although you may apply for licensure in Iowa by examination at any time, your authorization to test will begin no sooner than 45 days following your last examination.

***NOTE: The application process must be completed within twelve (12) months from the date the application has been initiated. After the 12 month period, the application will be archived and all other required documents may be destroyed. Once the application is archived, the applicant will be required to reapply, repay the application fee and may be required to resubmit documents.***

4. Your official nursing transcript will remain on file for **one year** from the date originally received. Unsuccessful candidates who wait longer than a year to apply for licensure by examination should contact the Iowa Board of Nursing at 515-281-6488 or [newnurse@iowa.gov](mailto:newnurse@iowa.gov) to determine if application materials are current.
5. If you previously submitted documents with an exam application regarding a criminal offense, do **NOT** re-send these documents with the application for re-exam. The board will have a record of the review.
6. The fee for Re-Exam is **\$93.00** to be submitted with the Iowa Board of Nursing application. If one year has passed since the date you began your examination application, a new fingerprint packet will be required and the total fee is then **\$143.00**. \* **Important: The fee is not refundable.**
7. NCLEX registration is available online at [www.pearsonvue.com/nclex/](http://www.pearsonvue.com/nclex/) or by telephone 1-866-496-2539. The **\$200.00** fee is required each time you register with NCLEX.
8. If you were approved for **special testing accommodations** for a prior exam and you wish to retain the same board-approved testing modifications, you must notify the board office in writing or by email ([jayme.hildreth@iowa.gov](mailto:jayme.hildreth@iowa.gov)) when you submit your application and fee to the board.

9. Candidates should submit name and address changes that occur during the application process immediately by mail, e-mail ([newnurse@iowa.gov](mailto:newnurse@iowa.gov)) or fax 515-281-4825 to the attention of New Licensure Department.
10. Iowa is a member of the Nurse Licensure Compact Agreement. General information about the NCLEX® Examination and a listing of the states who are members of the **nurse licensure compact agreement** may be accessed online at [www.ncsbn.org](http://www.ncsbn.org).

## **CHECKING THE STATUS OF AN APPLICATION**

**Prior to calling the board office**, please check the status of your application through IBON Online Services, which can be accessed 24/7 through our website at <https://nursing.iowa.gov>.

## **OTHER QUESTIONS**

If you have any questions about the paperwork or the process, please contact the new licensure staff at 515-281-6488 or email [newnurse@iowa.gov](mailto:newnurse@iowa.gov).

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