



Dear Applicant for Nursing Licensure in New Mexico,

Thank you for applying for licensure as a nurse in New Mexico. The information in this packet is designed to provide you with the necessary information needed to process your application in a timely manner. Your assistance in providing all required information will enable the board staff to process your application.

All required fees must be submitted and your application must be completed in its entirety before the application can be processed. Incomplete applications will not be processed and will be returned to the address provided on your application. Please be sure you provide the address where you want information sent. Checklists are provided to ensure that all items have been addressed in your application. Please read the instructions fully and completely before sending in the application. Please be sure all items on the checklist are completed. You should keep a copy of the application and all other materials sent to the board office for your personal records.

When your application arrives at the Board your fees will be deposited and verified before the staff can review your application. Be aware that verification of licensure from other states and transcripts from schools may take some time in arriving to the board office.

If you need to communicate with the board staff, you are encouraged to fill out our on-line Contact Form, available on our website (<http://www.bon.state.nm.us/>). Our office hours are: Monday – Friday; 8:00 am – 5:00 pm Mountain Time. We are closed for lunch from 12 noon – 1:00 p.m. as well as on holidays.

Procedures for licensure in NM have been streamlined to expedite the processing of applications; we welcome your comments on how services can be improved.