Online RN Initial Exam Application (Submitted no earlier than May 22nd, 2020)

☐ Gather the following items before you sit down to complete the online application:
  o 2x2 Passport-style photo
  o Your full legal name, as reflected on your driver’s license, social security card, etc. You will need to use the exact same name for your online application and LiveScan forms.
  o Request for Accommodation of Disabilities form, if applicable
  o Documentation required for previous convictions/disciplines (misdemeanors or felonies), if applicable
  o Military Discharge DD-214 document, if applicable

☐ Create a BreEZe Account: https://www.breeze.ca.gov/

☐ Follow the instructions on the BRN website to start and complete your Online Initial Exam Application: https://rn.ca.gov/online/breeze_online.shtml
  o If you are applying for an Interim Permit (IP), you will need to pay the additional fee at this time and indicate this on your application.

☐ After you complete the Online Initial Exam Application, you will be prompted via email with instructions to complete your Live Scan Fingerprinting Appointment.
  o You can review the BRN’s Live Scan Process in advance here: https://rn.ca.gov/applicants/fpinstruct.shtml#livescan
  o You will be prompted to print 3 copies of the request for Live Scan form. Ensure that you follow the instructions from the BRN carefully.
  o Schedule your Live Scan Appointment; the closest (and one of the most affordable) option is the UCI Police Department. You’re encouraged to reach out to them as soon as you can to book an appointment: https://police.uci.edu/services/fingerprinting/index.php

Other Required Paperwork and Emails (Can start now!)

☐ Fill out a “Request for Official Transcripts” form from the UCI University Registrar
  o Check the box to send them to:
    UCI School of Nursing Student Affairs Office
    272 Berk Hall
    Irvine, CA 92697
    949-824-0469 kcattaru@uci.edu
  o Complete and submit this form by no later than Friday, June 5th, 2019. Note that if you have any remaining balance on your ZotAccount, you will need to have it paid off before the Registrar’s Office will release your transcript.
  o Email kcattaru@uci.edu with subject line “2020 BRN Application Name” with the following:
    ▪ Date that you turned in the Request for Official Transcripts form to the Registrar’s Office
    ▪ Your FULL NAME that you will using for your BRN Application: LAST NAME, FIRST NAME, MIDDLE NAME [only if you included your middle name in the application]

☐ MEPN ONLY: Complete Section A and Signature of Applicant on the BRN Request for Transcript form and submit it to kcattaru@uci.edu with subject line “2020 MEPN BRN Request for Transcript form”
  o BRN Request for Transcript Form: https://rn.ca.gov/pdfs/applicants/end_transcript.pdf

Still have questions? Email Kim Cattarusa-Bernard at kcattaru@uci.edu