New CNL Certification Verification Procedures

Effective June 2019, all CNL Certification verification request must be submitted through CNC’s Portal.

If you are a certified CNL verifying your certification, please log into your MyCNC Profile.

If you are an employer verifying a CNL certification, please follow these instructions if you haven’t already created a profile in the CNC portal:

1. Click on CNC Portal

2. Select Create a User Account:

3. Complete the required fields:
4. Select Not Applicable for the CNL Program and Employment Information required fields:
5. Add your company information and job title under Employment Information - Company Profile:

6. Type N/A for supervisor information, then click “Next”:

7. Once your account has been created you can request the verification by clicking on View Available Forms:
8. Under **Browse Available Forms** click on the **view** button for **Verification of CNL Certification Request Form**:
9. Select **Complete Form!**:

10. Select the payment amount and click **Continue**:

11. Complete the required fields and click **Continue**:
12. Select **Pay With a New Credit/Debit Card** then add payment information and click **Continue**:

![Payment Information Form]

13. If you have any questions, please email CNC Staff at [cnl@aacnnursing.org](mailto:cnl@aacnnursing.org).