Thank you for your interest in applying for the Clinical Nurse Leader (CNL) certification exam. Before you begin the application process, please make sure you meet the eligibility requirements found here.

After you have reviewed and determined that you are eligible to sit for the exam, you will need to review our Exam Date and Fees page. The CNL exam is hosted at Prometric testing centers. Below are lists of all the Prometric testing centers:

- US Testing Centers
- International Testing Centers
- All Combined Testing Centers

NOTE: You may have noticed the testing center lists only include the testing center’s city, state, zip code, and country. Prometric does not list their exam dates, times, or testing center addresses until after you have submitted your application and payment and CNC staff have approved your application. After CNC staff have reviewed and approved your application you will receive a confirmation email with procedures on how to schedule your exam with Prometric.

**How to Submit the CNL Exam Application:**

1. The first step is to [create a CNL account through the CNC Portal](#).

   **Note:** the CNC Portal is only compatible with Google Chrome. We recommend saving the CNC Portal link since you will need to use it in the future to log into the portal.

2. Complete all the required fields to create your account:

   ![Create Account Form](#)
3. When you reach the Communications Preference section, please make sure to uncheck the boxes so that you receive email and mail notifications from CNC:
4. Continue to complete the remaining requirements to create a CNL profile:
5. Once your account has been created click on **Apply for Certification**:
6. Click on Apply:

Apply for Certification

CNL Certification

The CNL Certification Exam application is strictly for:
- Students in their last term of a CNL Program,
- Graduates of a CNL Program and
- CNL Faculty

7. Select the appropriate application type and click Continue:
- **Student- CNL New Applicant**: current CNL student in their last semester or graduate of a CNL program applying for the exam for the first time.
- **Faculty- CNL New Applicant**: current CNL program faculty member applying for the exam for the first time.
- **Student-Exam Retake**: current CNL student in their last semester or graduate of a CNL program applying to retake the exam.
- **Faculty- Exam Retake**: current CNL program faculty member applying to retake the exam.

**Important Note**: Do not skip around the application steps. Always make sure to click on the **Save & Continue** button at the bottom of each application step and complete all the required fields.

8. Review the eligibility requirements and click **Continue**:

**CNL Certification - Student - CNL New Applicant - Eligibility**

**Congratulations on choosing to sit for the Clinical Nurse Leader℠ (CNL℠) Certification Examination!**

**PLEASE READ THE INSTRUCTIONS ON EACH PAGE & CLICK CONTINUE AT THE BOTTOM OF EACH PAGE TO MOVE TO THE NEXT STEP.**

To sit for the CNL Certification Exam, you must:

- Have started your last semester/term or be a graduate of a CNL master's or post-master's program, accredited by a nursing accrediting agency recognized by the U.S. Secretary of Education, that prepares individuals with the competencies delineated in the AACN's Competencies and Curricular Expectations for Clinical Nurse Leader Education and Practice.

To be considered for full certification, the following is required:

1. Active and current Registered Nurse licensure.
2. Submission of the candidates' Education Documentation Form by the CNL Program Director or Faculty Eligibility Form by the Dean.

9. For RN Licensure, select either **Yes** or **No**:
10. Next, click **Save & Continue:**

11. For the NCLEX part of the application, if you selected **Yes**, fill in the required fields and then click on **Save & Continue:**

12. For the NCLEX part of the application, if you selected **No**, complete the required fields and then click on **Save & Continue:**
13. For the CNL Education Program step, select **Yes** or **No** and then click on Save & Continue:

**Note:** If you select **No**, it means you are not eligible to apply for the exam and you will receive this error:
14. For the Degree Type step, complete the required fields and then click on **Save & Continue**:

15. For the Clinical Hours step, select **Yes** or **No** and then click on **Save & Continue**:
Note: If you select No, it means you do not meet the requirements to sit for the exam at this time and you will get this error message:

16. For Clinical Immersion Experience step, select Yes or No and then click on Save & Continue:
Note: If you select No, it means you do not meet the requirements to sit for the exam at this time and you will get this error message:

Welcome to Commission on Nurse Certification

We encountered a problem fulfilling your request: The CertificationApplication object that you saved has been changed since you loaded it from the database. Please retry your request.

My Profile
Sample Portal User

My Account
Outstanding Balance: $0.00
Last Payment: No payments on file.

17. For the Practice Site step, type in the name of the site and click on Save & Continue:
18. For the Documentation Form step, click on **Add Documentation Form:**

19. Add your CNL Program Director’s **First Name, Last Name, Type** *(Education Documentation Form if you are a student or alumni and Faculty Eligibility Form if you are a faculty member)*, and **Email Address** *(double check spelling of the email address before you save)* and then click on **Save:**
Note: The Education Documentation Form and Faculty Eligibility Form is only required for first-time applicants. If you are retaking the exam you do not need to complete this step.

20. Review the CNL Program Director’s information one last time. If you make a grammatical error, click on Edit to update the information. If everything looks accurate click on Continue:

21. For Exam Location and Fee step, find the testing cycle you are interested in and click on (choose location):
22. Click on the circle next to **Administered at a Testing Center** and then click on **Save Selection**:

**Note:** If you skip this step, you will not be able to pay for the exam application. Do not skip this step.

23. After you click on **Save Selection**, you will be able to see that the **Select Location** has been updated. Click on **Save & Continue**:

**Note:** If you skip this step, the exam fee will not be generated, and you will not be able to pay for the exam.
24. For the ADA Accommodations step, select **Yes** or **No** and then **Save & Continue**:

**Note**: If you select **Yes**, you will need to download the ADA request form found here and then upload it to this page:
25. Next, review the **CNL Standards and Conduct** and mark the checkbox and then click on **Save & Continue**:

26. Review the **Test Taker’s Right and Responsibilities** and mark the checkbox after you have read this page and then click on **Save & Continue**:
27. Review your application responses one last time before you click on Process & Pay:
28. Select a payment option and then click on **Continue**:
If you run into any issues send an email to cnl@aacnnursing.org

29. After you have submitted your application, your CNL program director will receive a notification email to complete your Education Documentation Form/Faculty Eligibility Form. Your exam application will not be approved until this form has been completed. Please follow-up with your program director after you submit your application so that they know to complete the electronic form on your behalf.

30. After the Education Documentation Form/Faculty Eligibility Form has been completed by your program director, CNC staff will review your application and payment and send you a confirmation email with procedures on how you will schedule your exam at a Prometric testing center. You will not be able to schedule your exam until 2 weeks before the testing cycle starts.