



College of Registered
Nurses of Alberta

*Substantial Equivalence
Registered Nurse (RN) Applicants*

Permit Requirements Worksheet



For registered nurses educated outside of Canada, without prior Canadian registration.
This substantial equivalence applicant worksheet applies to you if you are a registered nurse
(RN) who was educated outside of Canada and have never been registered in Canada.



DEMONSTRATE YOUR ELIGIBILITY

Requirement

Currency of Practice
Policy 3.06

Process & Evidence Accepted

- ☐ You are required to attest to questions in College Connect, confirming you meet the currency of practice requirements.
 - You do not need to submit anything by email for this requirement.
 - More details can be found here: bit.ly/41NQ2p4.

\$ There is no cost for this requirement.

Requirement

Continuing Competence
Policy 3.07

Process & Evidence Accepted

This requirement is not applicable for substantial equivalence applicants.

\$ There is no cost for this requirement.

Requirement

Good Character
Policy 3.08

Process & Evidence Accepted

You are required to attest to questions in College Connect, confirming you meet the good character requirements.

If you are currently living in Canada:

- ☐ You are required to complete a criminal record check online in College Connect via our third-party service.
 - The results of this will be sent directly to the CRNA. You are not required to do anything further.

\$ The cost of this criminal record check is included in the application fee.

If you currently living outside of Canada:

- ☐ You are required to obtain a criminal record check locally and submit it to registration@nurses.ab.ca.

\$ The cost of this is payable by the applicant.

Requirement

Fitness to Practice
Policy 3.09

Process & Evidence Accepted

- ☐ You are required to attest to questions in College Connect, confirming you meet the fitness to practice requirements.
 - You do not need to submit anything by email for this requirement.

\$ There is no cost for this requirement.

WHAT IS COLLEGE CONNECT?



College Connect is the CRNA's online portal for applicants and registrants. Accessible any time, from any device, College Connect gives you access to a range of services, including:

- The ability to complete and submit initial permit applications and permit renewal.
- Options to update your profile, contact information and password.
- Access to educational resources, news and guideline documents from the CRNA.
- A record of payments and receipts.
- The use of online services including change of name and verification of registration.

You will create a College Connect account when you begin the application process.
connect.nurses.ab.ca



MANAGE YOUR ACCOUNT

Requirement

Demographic
Information
Policy 3.02

Process & Evidence Accepted

- ☐ You will need to use your government issued photo ID to validate your identity using our online verification process.
 - If the online process is unsuccessful, you will be asked to meet virtually with a member of our customer service team to manually review your ID.
- ☒ The cost of this is included in the application fee.



CONFIRM COMPETENCY

Requirement

Registration
Exam
Policy 3.03

Process & Evidence Accepted

- You need to submit **ONE** of the following successful exam results to registration@nurses.ab.ca
- ☐ Your National Council of State Boards of Nursing (NCSBN) Candidate Report showing completion of exam, **or**,
 - ☐ Verification of Registration from the United States.
 - ☐ You will need to take the registration exam. You will need to:
 - Request to write the exam in your application with the CRNA.
 - Set up an account to take the exam through the National Council of State Boards of Nurses (NCSBN).
 - After you receive the authorization to test, you will register, take and pass the exam.
 - The CRNA will receive your results automatically.
 - ☒ The cost of this is payable by the applicant.

Requirement

Post-Secondary
Education
Policy 3.04

Process & Evidence Accepted

- You need to submit **ONE** of the following successful, equivalent post-secondary education results to registration@nurses.ab.ca
- ☐ Verification of registration from one of Australia, India, Ireland, Jamaica, New Zealand, Nigeria, Philippines, United Kingdom, or United States
 - ☐ Education Credential Assessment from one of the following:
 - International Qualifications Assessment Service (IQAS)
 - World Education Services (WES)
 - Comparative Education Service (CES) – University of Toronto School of Continuing Studies
 - International Credential Assessment Service (ICAS) of Canada
 - International Credential Evaluation Service (ICES) – British Columbia Institute of Technology
 - ☐ NNAS credential recognition report showing comparable or somewhat comparable.
 - ☒ The cost of this is payable by the applicant.

Requirement

English
Language
Proficiency
Policy 3.05

Process & Evidence Accepted

- You need to submit **ONE** of the following to registration@nurses.ab.ca
- ☐ Employment verification
 - ☐ Official transcripts showing university program completion in English (for programs that are minimum two years length)
 - ☒ The cost of this is payable by the applicant.
 - ☐ National Nursing Assessment Service (NNAS), Nursing Community Assessment Service (NCAS) or other credential recognition report
 - ☐ Canadian English Language Benchmark Assessment for Nurses (CELBAN) or International English Language Testing System (IELTS) test results from within the last two years meeting cut scores



PREPARE FOR PRACTICE IN ALBERTA

Requirement

Jurisprudence
Policy 3.10

Process & Evidence Accepted

- ☐ You are required to complete the two e-learning modules in College Connect.
 - The results of these modules will be sent directly to the CRNA. You are not required to do anything further.
- ☐ The cost of this is included in the application fee.

Requirement

Liability
Insurance
Policy 3.11

Process & Evidence Accepted

You are required to obtain CNPS professional liability protection. There are two options for this purchase:

- ☐ **Option 1:**
 - Obtain a membership with the Alberta Association of Nurses (AAN) for \$50 | albertanursing.ca
 - You can then obtain CNPS coverage at a discounted rate of \$68. | bit.ly/3oL37kl
- ☐ **Option 2:**
 - Obtain CNPS coverage directly. The cost of this option is \$88. | cnps.ca/crna-registrants

Proof of purchase of CNPS coverage will be sent directly to the CRNA. You are not required to do anything further.

- ☐ The cost of this is payable by the applicant.



PAY AND DECLARE

Process & Evidence Accepted

To complete and submit your application:

- ☐ Make payment through one of the convenient options provided.
- ☐ Review your application and confirm its accuracy.
- ☐ This is when you pay the permit fee. The cost of this is payable by the applicant.

HOW DO I SEND MY DOCUMENTS?



At various times during the application process you may be prompted to submit documents to the CRNA. Please follow these steps to ensure efficient processing of your application.

- Include the requirement you are submitting evidence for in the subject line of the email (i.e. English Language Proficiency).
- Include your CRNA registration number in the subject line of your email. This can be found in College Connect in the top right corner when you are logged in. This number is valid even if your permit has not yet been approved.
- Use your full, legal name as it appears on your government issued identification.

Documents should be sent to: registration@nurses.ab.ca