AANP & ANCC certification

Complete forms on their website

AANP - The American Academy of Nurse Practitioners Certification Board (aanpcert.org)

ANCC - https://www.nursingworld.org/our-certifications/ (ANCC no longer requires the University to complete the form)

ANCC Form (this is the only form accepted. Older versions will not be accepted)

Students need to download clinical logs for both certification boards

- Students should download and save all of their clinical logs from each clinical course taken in Exxat once their program is finished
- See how to retrieve a student's patient logs and hours in Exxat in the drop-down menu on the Graduate Nursing website under graduation information.
- Students only have access to their WP email address one year after they have graduated. Students will not be able to access Exxat after one year of graduating because WP will inactivate the account

Official Transcript

The board of nursing requires an **official transcript**. William Paterson University requires **students** to **pay** a fee for an official transcript. Nursing **DOES NOT** send out transcripts.

We have three graduation dates for the on-campus program: January 25 (fall), May 25 (spring), and August 30 (summer).

The WP Online program has six graduation dates: November 1 (fall-1), January 25 (fall-2), April 1 (spring-1), May 25 (spring-2), and July 31 (summer-1), August 30 (summer-2).

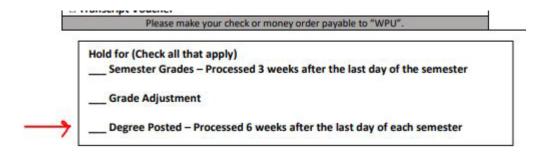
To request an official transcript log onto WP Connect:

WP Connect - Student tab- My Degree - Request Official transcript.



Note: Official transcripts will not be available until **6 weeks after the graduation date** (degree conferral date).

Check off the degree posted. If this is not checked before waiting 6 weeks after the graduation date, the transcript will be delivered without the correct information, and it will not be approved by the examination board. The student will then need to purchase another transcript.



Students can sit for their exam if their transcript is not ready, but the student will not receive their score until the official transcript is received by the certification board. Any questions regarding transcripts, see link https://www.wpunj.edu/centerss/records/.

If the program completion date is within 30 days of the graduation date (conferral date) a completion letter is **NOT** needed. Anything over 30 days will require a letter from the University. If you need a completion letter, please email the director Dr. Cheryl Hollema, hollemac@wpunj.edu, and copy Jami Jennings, jenningsj3@wpunj.edu.

*If a student has passed their exam, they can only begin practicing once their official transcript is received by AANP/ANCC.

Pharmacology

Only for students applying to the NJ BON

- **DO NOT** complete the Integrated Pharmacology form. WP's pharmacology course is a separate course. WP does not complete this form.
- See NJ BON for more information