Republic of the Philippines

Professional Regulation Commission

Manila

APPLICATION & QUALIFICATION EVALUATION DIVISION

NURSES’ APPLICATION FORM (NAF)

[Form fields and instructions for personal information, education, examination history, and certification.

WARNING: All documents/statements submitted are subject to verification and any false statement or misrepresentation made in this application is a ground for disqualification and criminal prosecution/administrative sanction for falsification.

I HEREBY CERTIFY that the information and/or statements in this application including the exhibits submitted in support thereof are all true and correct of my own knowledge, and that I am fully aware that any false information or statement in this application or in its attachments shall render me liable for criminal prosecution and /or administrative sanction.

1. I AM WILLING TO TAKE A VALIDATING EXAMINATION IN CASE THE TEST RESULTS IN MY PLACE OF EXAMINATION ARE STATISTICALLY IMPRORABLE.

2. ACTION TAKEN BY THE APPLICATION PROCESSOR

Processed by: _______________________
Date: _______________________________
Remarks: ___________________________

ACTION TAKEN BY THE LEGAL DIVISION/OFFICER

Processed by: _____________________
Date: _______________________________
Remarks: ___________________________

ACTION TAKEN BY THE BOARD

Chairman: ________________________
Member: _________________________
Member: _________________________
Remarks: _________________________

Issued by: _______________________
Date: _____________________________
Remarks: _________________________

PRC Administering Officer

Signature: _________________________
Date: ______________________________

Metered Documentary Stamp

Subscribed and sworn to before me this _________ day of _________, 20____ at ____________, Affiant applicant exhibited to me his/her Community Tax Certificate No. ______________ issued at ______________ on ____________________.

___________________________
Right Thumbmark

PRC Administering Officer

[Printing instructions for Laser or Inkjet printer]
IMPORTANT

1. Keep and bring your Notice of Admission with Official Receipt, window mailing envelope securely stapled. Application Number will be used when you fill up the Identification Sheet on the day of examination.

2. Bring pencils (No. 2), ballpen (with black ink only), one piece (1) big brown envelope, one long transparent plastic envelope.

3. Report to your school assignment before 6:00 a.m. on examination days. Late examinees will not be admitted. This will mean forfeiture of examination fee.

O-Lic/APPLICATE/PDS/aamb092007

CHECKLIST OF REQUIREMENTS (ORIGINAL and PHOTOCOPY)

☐ NSO Birth Certificate
☐ NSO Marriage Contract (female married applicant)
☐ Transcript of Records with degree/course, exact date of graduation, Special Order (S.O)/exemption/accreditation/deregulation status, SCANNED PICTURE and remarks “FOR BOARD EXAMINATION PURPOSES ONLY”
☐ Summary of Related Learning Experience (with total number of hours)
☐ Record of O.R-D.R Cases
☐ CHED Recognition or permit to operate for graduates of new schools/programs

STEP 1: Secure Nurses’ Application Form (NAF) at the Information Desk or download from www.prc.gov.ph

STEP 2: Fill-up Application Form and proceed to Processing Counters (windows 5,6,7,8) or other designated counters.

For: OTHER DEGREE HOLDER/2ND COURSER - proceed to the Rating Division for interview by the Board of Nursing; Regional Filing Center - submit and return at appointed schedule
REPEATER/CONDITIONED - proceed to Records Section/Unit for rating/result verification
REPEATER WITH CHANGE OF CIVIL STATUS - proceed to the Asst. Secretariat’s office for change status approval
FOREIGN SOUNDED SURNAME/BORN ABROAD/FOREIGN PARENT/S : proceed to Legal Division/Unit for approval of citizenship

STEP 3: Pay examination fee at the Cashier’s Counters (windows 1,2,3,4) or other designated counters.

STEP 4: Accomplish all PRC Forms. Copy Application Number on the Notice of Admission.

STEP 5: Proceed to the Customer Service Center/PRC Coop Store for the metered stamps and window mailing envelope.

STEP 6: Proceed to the Issuance Counters (windows 9,10,11,12) or other designated counters.

STEP 7: Return to PRC 2-3 days before the exam date for verification of school/building/room assignment.

RURBAN CODES/SCHOOL CODES/COURSE CODES/BOARD CODES/STATUS CODES

1. Refer to the MASTERLIST of ADDRESS/RURBAN CODES posted at the premises of the filing center for the CODES of the Town, City or Province of your Residence and Postal Address and Place of Birth. This is different from the ZIP CODE.

2. Refer to the MASTERLIST of SCHOOL CODES also posted at the filing center for the School/College/University and Location

3. Refer to the MASTERLIST of COURSE CODES for the Course Code.

4. For STATUS CODES, use the following:
   a. EX CODE - Examination Type Code
      Print “1” for Complete/First Timer
      Print “2” for Repeaters
      Print “3” for Removal/Conditioned
   b. NX CODE - Number of Times Taken
      Print “0” for None
      Print “1” for Once
      Print “2” for Twice... and so on

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PRC Form webcopy

print this form using LASER or INKJET printer having BEST or NORMAL print setting & FIT TO PAPER in 8.5 x 14 (legal size) paper