

2013 年国际护士执业水平（ISPN）考试在线报考详细步骤

1. 登录 www.cgfns.org
2. 点击“Login”，图中红框处  进行账号注册或登录



3. 点击图中“Click here to register”进行账号注册

CGFNS International Intake Office

地址：中国北京西城区黄寺大街26号院1号楼505室

邮编：100120

Room No.505(Desheng Area), Building No.1, Yard No.26, Huangsi Street, Xicheng District, Beijing, China

400-6666-854 cgfnscn2012@126.com www.cgfns.cn.org www.cgfns.org



NAVIGATION
OPTIONS

- CGFNS Home
- Login/Register
- About Services
- Latest News
- Frequently Asked Questions (FAQ)
- Contact Us

CGFNS Connect - Login Screen



Create New Web User

If this is your first visit to this on-line service, you need to create a CGFNS Connect account.

[Click here to Register](#)

Returning User Login

If you are returning to this on-line service and have an account with CGFNS Connect, you can login to your existing account. Type in your user name and password that you created when you registered, then select "Login."

Username: [?]

Password: [?]

[Click here to Login](#)

Forgotten Username/Password

Did you forget your user name and/or password? Click this button: [I Forgot](#)

4.进入注册页填写相关个人信息。

5.图中标有星号处为必填项。(所有流程中星号处均为必填项)

注意：出生国选项处，请选择 **People's Republic of China，即中华人民共和国全称。**

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Create New CGFNS Connect User

CGFNS International uses the following information to protect the identity of our customers and to generate reports with regards to the demographics of our customer base in order to provide additional services where appropriate.

You must provide this information to create a new account with CGFNS.

We strongly recommend choosing e-mail as your primary mode of correspondence as it will provide a quicker response. You will also receive some important correspondence from CGFNS via postal mail even if you choose e-mail as your preferred communication method.

Please enter the requested information:

• Items marked with an asterisk (*) are required information.

• Please Indicate Type of User:

• Have you ever used CGFNS services?: ☐ Yes ☐ No [?]

If yes, please enter your CGFNS ID: [?]

• Would you like to receive CGFNS News updates?: ☐ Yes ☐ No [?]

• First (Given) Name: [?]

• Last (Family/Surname) Name: [?]

• Email Address: [?]

• Retype Email Address:

Text Message Number: [?]

Registration/License Number: [?]

• Date of Birth: Month, Day and Year: -- Please select a Month -- (Month) (DD) (YYYY) [?]

• Please Indicate Your Birth Country: -- Please select a Country -- [?]

• User Name: (6 - 10 characters long): [?]

• Password: (6 - 10 characters long): [?]

• Re-type Password:

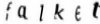
• Please select a question you would like to be asked if you forget your user name or password: -- Please select a Security Question -- [?]

• Please select an answer to the security question: [?]

• How would you like to receive correspondence?: ☐ E-Mail ☐ Postal Mail [?]

• How did you hear about us?: -- Please select a Referral -- [?]

• Enter characters you see in the picture below: [?]



Can't read, click here for another picture

CGFNS International Intake Office

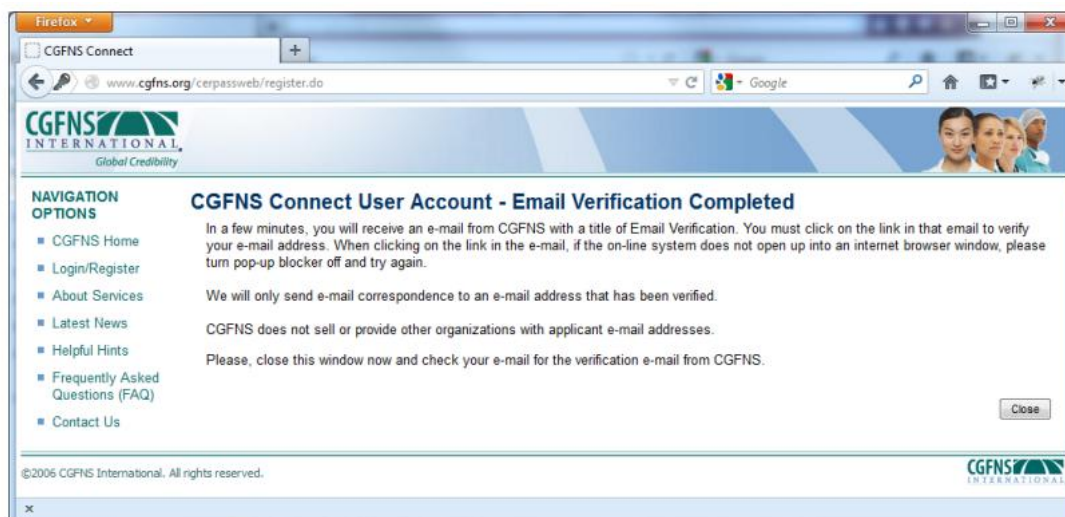
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6.注册后，该页面提示注册邮箱中收到相应确认邮件。进入邮件复制链接地址进入页面，确认信息并激活自己的账户。



7.再次进入登陆页面，输入账号密码登陆账户。



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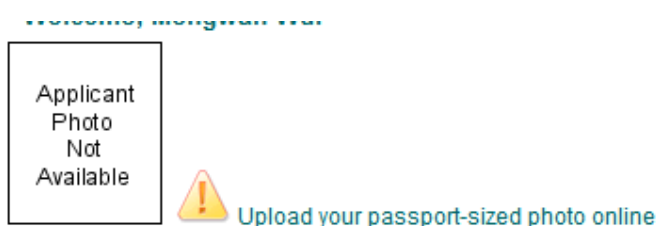
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8. 上传照片，点击 [Upload your passport-sized photo online](#)

注意：按照要求选择照片上传。（注：系统会按照要求自动调整您上传的照片大小，但是照片必须是正面免冠彩色照片。照片已经上传本人无法做出更改，如需协助请拨打电话 :400-6666-854 ，来电时请报上您的姓名和 **Order Number/CGFNS ID**）



Use this Main Menu to choose what you want to do next.

- [Purchase services from CGFNS International.](#)
- [Change your password.](#)
- [Check the status of any current order for services.](#)
- [View your correspondence from CGFNS International.](#)
- [View or change your personal information.](#)
- [View or change your contact information.](#)
- [View your account balances and transaction information with CGFNS International.](#)
- [View CGFNS International Exam results and English Language Proficiency tests.](#)

照片上传页面如图：

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CGFNS Connect Applicant Photo Uploader

Please review the following requirements before uploading your passport-sized photo.

Applicant
Photo
Not
Available

- Photo will be shrunk to 2 x 2 inches (51 x 51 mm) in size and should still be recognizable
- Taken within the last 6 months to reflect your current appearance
- In color
- Taken in front of a plain white or off-white background
- Taken in full-face view directly facing the camera
- Alone, not cropped from an existing group photograph
- With a neutral facial expression and both eyes open
- Taken in clothing that you normally wear on a daily basis:
 - Uniforms should not be worn in your photo, except religious clothing that is worn daily.
 - Do not wear a hat or head covering that obscures the hair or hairline, unless worn daily for a religious purpose. Your full face must be visible, and the head covering must not cast any shadows on your face.
 - Headphones, wireless hands-free devices or similar items are not acceptable in your photo.
 - If you normally wear prescription glasses, a hearing device or similar articles, they may be worn for your photo.
 - Dark glasses or non-prescription glasses with tinted lenses are not acceptable unless you need them for medical reasons (a medical certificate may be required)
 - Glare on glasses is not acceptable in your photo. Glare can be avoided with a slight downward tilt of the glasses or by removing the glasses or by turning off the camera flash.
- All pictures should be in .jpg / .jpeg (Joint Photographic Experience Group)
- Smaller than 5 MB (5242880 KB)

* Photo File:

浏览...

Upload Photo Now



9.如下图所示, 点击 [Purchase services from CGFNS International.](#)

Upload your passport-sized photo online

Use this Main Menu to choose what you want to do next.

- [Purchase services from CGFNS International.](#)
- [Change your password.](#)
- [Check the status of any current order for services.](#)
- [View your correspondence from CGFNS International.](#)
- [View or change your personal information.](#)
- [View or change your contact information.](#)
- [View your account balances and transaction information with CGFNS International.](#)
- [View CGFNS International Exam results and English Language Proficiency tests.](#)

Select an option to continue.

10. 点击图中红框处 **Begin Selection Process**

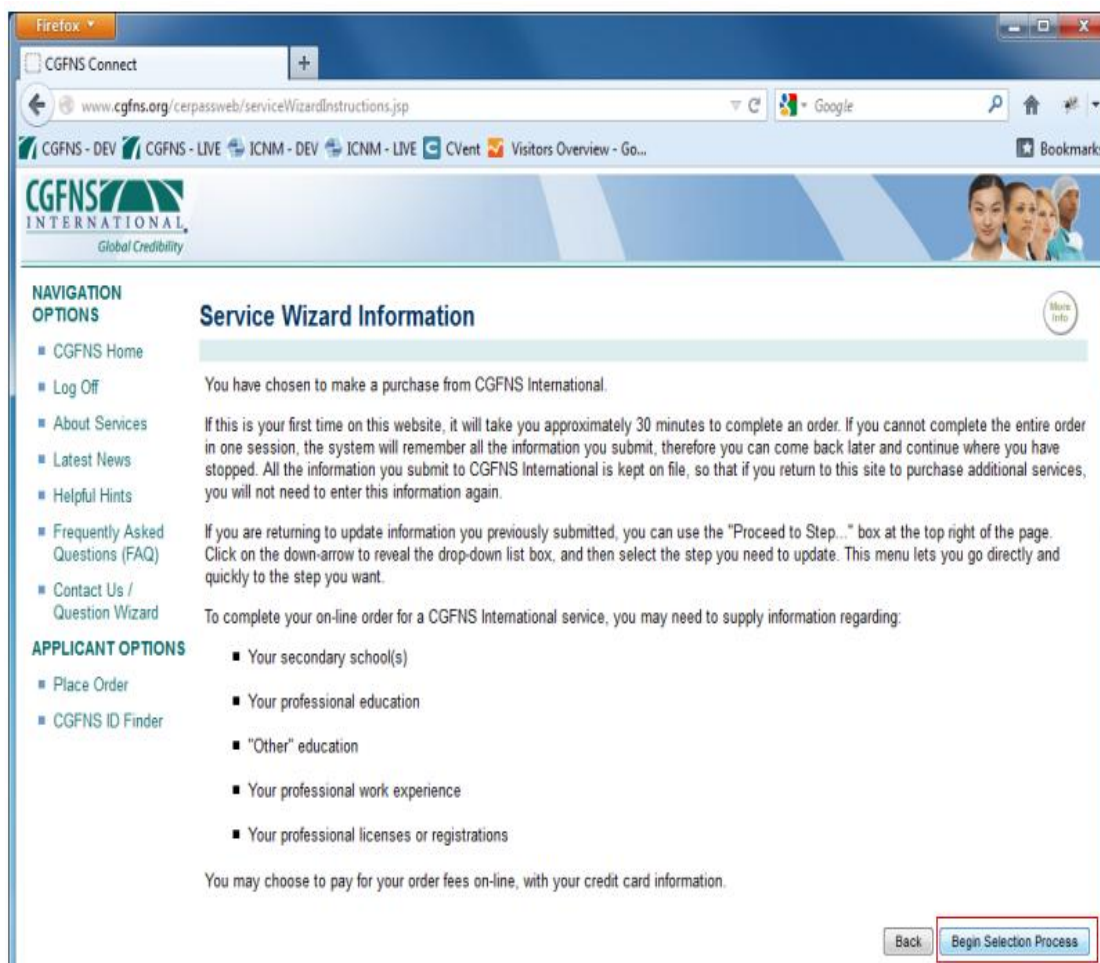
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11.补全个人完成后点击 **Save**

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NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder

Update Personal Information

CGFNS uses the following information to protect the identity of our customers and to generate reports with regards to the demographics of our customer base in order to provide additional services where appropriate.

Please review the personal information you submitted and supply the additional information that is required. If any of your personal information has changed since you last communicated with CGFNS, please change it here. Once you are finished press the "Save" button to continue.

We strongly recommend choosing e-mail as your primary mode of correspondence as it will provide a quicker response. You will also receive some important correspondence from CGFNS via postal mail even if you choose e-mail as your preferred communication method.

This information is current as of Monday, August 5, 2012 at 9:56:35 AM EDT

Your Personal Information

* Items marked with an asterisk (*) are required information.

* First (Given) Name: [?]
 Middle Name: [?]
 * Last (Family/Surname) Name: [?]
 Name Before Marriage: [?]
 Other Name: [?]
 Email Address:
 Text Message Number: [?]
 * Date of Birth: (Month) (DD) (YYYY)
 * Gender: ☒ Male ☐ Female [?]
 Marital Status: ☐ Single (Never Married) ☐ Married ☐ Widowed ☐ Divorced
 * Country of Birth:
 * Current Citizenship:
 Your United States Social Security Number: - - (Please check with your state board to see if they require a United States Social Security Number) [?]
 * Native Language: [?]
 * Desired Professional Area: [?]
 How would you like to receive correspondence?: ☒ E-Mail ☐ Postal Mail [?]
 Would you like to receive CGFNS News updates?: ☒ Yes ☐ No [?]
 Intended U.S. State of practice: [?]
 Are you affiliated with a recruiter?: ☐ Yes ☐ No
 I recently worked in the country: [?]
 I recently worked in the City / State / Province: [?]
 I recently worked in the profession:
 I worked at this job for how many years?: [?]

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CGFNS
INTERNATIONAL

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12.如果出现 CGFNS ID Number Finder 页面，则选中图中红框处 I am a new user and have not used CGFNS or any of its affiliates before.

CGFNS ID Number Finder

WARNING: We have detected that you do not have a CGFNS ID Number associated to this web account. This is normal if you are brand new to CGFNS International, International Commission on Healthcare Professions (ICHP) and have never used one of our affiliated ISPN services. New customers will receive a CGFNS ID Number within weeks after you complete an order and provide payment in full.

Discount services for returning customers can only be purchased online if the web account is associated to your original service through your a CGFNS ID Number. If you are a returning customer please use the form below to try to associate this web account to your existing CGFNS ID Number to ensure that you can purchase the proper service.

CGFNS ID Number:

OR

ISPN ID Number:

OR

Professional License Number:

OR

Previous CGFNS Order Number:

OR

☐ I am a new user and have not used CGFNS or any of its affiliates before.

*If you are a returning customer and still cannot find your CGFNS ID Number after searching for it using this page, provide detailed description of your what services you previous used with CGFNS along with some personal information such as the country of licensure with license number and what schools you graduated from to customer care through the Contact Us / Question Wizard.

13.出现 CGFNS Connect Service Purchase Wizard 页面，选择图中红框处所选项目 International Standards for Professional Nurses(ISPN) Program.

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CGFNS Connect Service Purchase Wizard

Click on the button next to the service you want to purchase. Only one service may be selected for each order. [Which service do I need?](#)

Select a Service

- ☐ **Certification Program (CP)**
Designed specifically for any first-level, general nurse educated and licensed outside the United States who wishes to assess his or her chance of passing the US registered nurse licensing exam – the NCLEX-RN® examination – and obtaining a license to practice as a registered nurse in the United States.
- ☐ **Visa Screen: Visa Credentials Assessment (VS)**
Enables foreign healthcare professionals to meet the US government's screening requirements for a permanent occupational visa by verifying and evaluating their credentials to ensure compliance with minimum eligibility standards. This program is offered by the International Commission on Healthcare Professions (IChP), a division of CGFNS.
- ☐ **Credentials Evaluation Service (CES)**
An objective evaluation and reporting service that analyzes a healthcare professional's education and license(s) earned outside of the United States and compares them to US standards. This service carefully and objectively assesses documents received from source agencies, verifying and appraising an applicant's educational and professional credentials, registrations, and licenses.
- ☐ **Credential Verification Service for New York State (CVS)**
Independently collects and verifies credentials of foreign-educated healthcare professionals seeking licensure in New York State.
- ☒ **International Standards for Professional Nurses (ISPN) Program**
The International Standards for Professional Nurses (ISPN) Program is for first-level, general nurses who reside in one of the countries in which the program is offered. Applicants will undergo an initial verification of first-level, general nurse status, followed by the validation of nursing knowledge through the administration of the CGFNS Qualifying Exam®.

Additional CGFNS Services
These are additional services offered by CGFNS

Additional Services
There are currently no Additional CGFNS Services services available for you to order.

[Next](#)

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14.两个选项中均选择 Yes, 在 **Where would you like to sit for ISPN CGFNS Qualifying Exam** 选项中选中 **People's Republic of China**.完成后点击页面右下角的 **Next**。



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NAVIGATION OPTIONS


- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

CGFNS Connect Service Purchase Wizard

- I am a first-level general nurse?: ☒ Yes ☐ No
- I have taken the People's Republic of China National Licensure Exam?: ☒ Yes ☐ No
- Where would you like to sit for the ISPN CGFNS Qualifying Exam?:



Select a Service - International Standards for Professional Nurses (ISPN) Program

Service	Cost
<input checked="" type="radio"/> International Standards for Professional Nurses (ISPN) Program - International Standards for Professional Nurses (ISPN) Program Application [?]	\$300.00 USD

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15.再次确认自己的个人信息，确认后点击页面右下角的 **Save** 保存。

CGFNS INTERNATIONAL
Global Credibility

NAVIGATION OPTIONS

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APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
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- Contact Information
- Test Information
- Account Balance
- Overview

Step 1: Update Personal Information Proceed to Step...

Order Number: 1659670

CGFNS uses the following information to protect the identity of our customers and to generate reports with regards to the demographics of our customer base in order to provide additional services where appropriate.

To complete your order, please review the personal information you submitted and supply the additional information that is required. If any of your personal information has changed since you last communicated with CGFNS, please change it here. Once you are finished press the "Save" button to continue.

We strongly recommend choosing e-mail as your primary mode of correspondence as it will provide a quicker response. You will also receive some important correspondence from CGFNS via postal mail even if you choose e-mail as your preferred communication method.

This information is current as of Monday, August 6, 2012 at 10:16:51 AM EDT

Your Personal Information

* Items marked with an asterisk (*) are required information.

* First (Given) Name: John [?]
Middle Name: [?]
* Last (Family/Surname) Name: Doe [?]
Name Before Marriage: [?]
Other Name: [?]
Email Address: jdoe@hotmail.com
Text Message Number: [?]
* Date of Birth: January [?] 01 1970 (Month) (DD) (YYYY)
* Gender: ☒ Male ☐ Female [?]
Marital Status: ☐ Single (Never Married) ☐ Married ☐ Widow ☐ Divorced
* Country of Birth: People's Republic of China
* Current Citizenship: People's Republic of China
Your United States Social Security Number: [?] (Please check with your state board to see if they require a United States Social Security Number) [?]
* Native Language: CHINESE [?]
* Desired Professional Area: REGISTERED NURSE [?]
How would you like to receive correspondence?: ☒ E-Mail ☐ Postal Mail (Postal correspondence not allowed for this order type) [?]
Would you like to receive CGFNS News updates?: ☒ Yes ☐ No [?]
Intended U.S. State of practice: -- Please select a State/Province -- [?]
Are you affiliated with a recruiter?: ☐ Yes ☒ No
I recently worked in the country: -- Please select a Country -- [?]
I recently worked in the City / State / Province: [?]
I recently worked in the profession: -- Please select a Profession -- [?]
I worked at this job for how many years?: [?] (number 0-99) [?]
Step 1 of 10 **Save**

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16.在该页面输入自己的联系方式。

Street Address1 , **Street Address 2** 和 **Street Address3**, 因住址名略长, 如 **Address1** 中填不下, 则可以依次选择填入 **Address 2** 和 **Address3**

Postal Zip Code 中填入所在城市邮编。

Telephone/Fax number 一项中, **Home** 中填入国家号, **Number** 中填入自己的手机或固话号码。

信息填写完成, 点击 **Next** 进入下一步。

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APPLICANT OPTIONS

- Place Order
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- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 2: Review your Contact Information

Order Number: 1659670

Please enter the required information so CGFNS can communicate with you by mail or telephone. If CGFNS already has your contact information on file, this information will be filled in for you. Please check it and update it if necessary to confirm that we have your CURRENT contact information.

If you prefer that correspondence sent to you by CGFNS be delivered to an address other than your mailing address, you may enter an alternate address. Click on the "Mail All Correspondence Here" button to make the alternate address your current contact address.

This information is current as of Monday, August 6, 2012 at 2:18:12 PM EDT.

Mailing Address

* Items marked with an asterisk (*) are required information.

Currently all postal mail will be sent to this address:

No address on file, please add address

If this address is not current or valid please update the address below and click the Save button.

Applicant Mailing Address

* Mail All Correspondence Here: ☒ [?]

* Country: -- Please select a Country --

* Street Address 1:

Street Address 2:

Street Address 3:

P.O. Box: [?]

* City:

State Province:

* Postal Zip Code:

Alternate Address

* Mail All Correspondence Here: ☐ [?]

* Country: -- Please select a Country --

* Street Address 1:

Street Address 2:

Street Address 3:

P.O. Box: [?]

* City:

State Province:

* Postal Zip Code:

Delete This Address: ☐

Telephone/Fax Numbers

Area or City Code	Number
* Home>: <input type="text"/> [?]	* <input type="text"/> [?]
Business: <input type="text"/> [?]	<input type="text"/> [?]
Fax: <input type="text"/> [?]	<input type="text"/> [?]
Cell: <input type="text"/> [?]	<input type="text"/> [?]

Back Step 2 of 10 Next

Telephone/Fax Numbers

Area or City Code	Number
* Home>: <input type="text"/> [?]	* <input type="text"/> [?]
Business: <input type="text"/> [?]	<input type="text"/> [?]
Fax: <input type="text"/> [?]	<input type="text"/> [?]
Cell: <input type="text"/> [?]	<input type="text"/> [?]

17.进入 Education Overview,点击红框处 Add Professional School 填写毕业院校信

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APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information

Step 3: Education Overview

Proceed to Step...

Order Number: 1659670

Listed below shows the schools you have submitted to CGFNS. If this is your first visit to this website, the Education Overview list may be blank.

Click on the appropriate "Add Professional School" button to add a school. When you save information about a school, you will return to this screen, where you will see the school added to the list. Continue adding schools one at a time until this list shows all the schools you have attended. Click on the "Edit" link to view the details of any school or to change and re-submit the information. Once you complete your order, you will not be able to edit your school information.

When you are finished adding schools or reviewing details, click on the "Next" button to continue to the next step.

At least one Professional School is required for the ISPN Program.

[Education Overview](#)

Currently we do not have information pertaining to your Education Overview.

3.a

[Add Professional School](#)

[Back](#) [Step 3 of 10](#) [Next](#)

18.在 Professional Schools 页面中填入学校相关信息，完成后点击 Save 保存。

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NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 3: Professional Schools

Proceed to Step...

Order Number: 1659670

This category includes the professional education received in colleges, universities, technical and vocational schools in preparation for a healthcare profession. Successful completion of professional higher education normally results in a certificate, diploma, degree, and/or license.

Add Professional Education

* Items marked with an asterisk (*) are required information.

3.b

* Country: -- Please select a Country -- [?]

* Name of the School Attended: [?]

* Street Address: [?]

* City: [?]

State/Province: [?]

Professional Title Obtained: [?]

* Did you earn a diploma/degree from this school?: ☐ Yes ☐ No

Name of Diploma or Certificate [?]

My Name Used when Attending School: (if different from current name) [?]

* Month and Year Entered: -- Please select a Month -- (Month) (YYYY) [?]

* Month and Year Completed: -- Please select a Month -- (Month) (YYYY) [?]

Has this school closed or merged with another school?: ☐ Yes ☐ No

Name of New School: [?]

Cancel

Step 3 of 10

Save

19. 再次进入 Education Overview 页面，点击 Next 进行下一步。

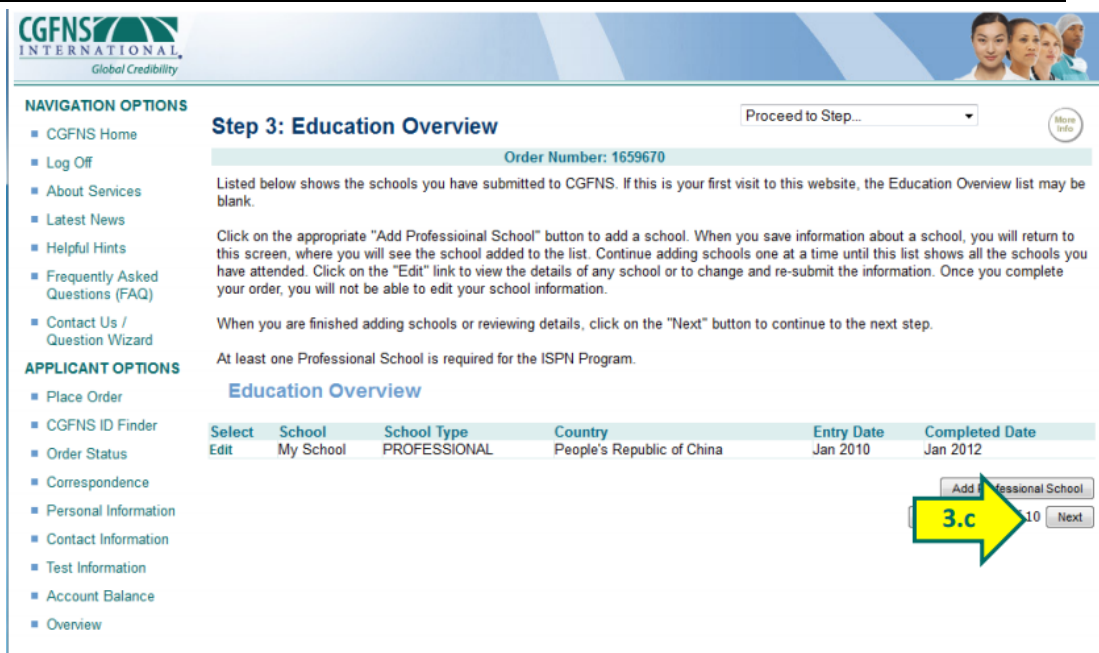
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NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 3: Education Overview Proceed to Step...

Order Number: 1659670

Listed below shows the schools you have submitted to CGFNS. If this is your first visit to this website, the Education Overview list may be blank.

Click on the appropriate "Add Professional School" button to add a school. When you save information about a school, you will return to this screen, where you will see the school added to the list. Continue adding schools one at a time until this list shows all the schools you have attended. Click on the "Edit" link to view the details of any school or to change and re-submit the information. Once you complete your order, you will not be able to edit your school information.

When you are finished adding schools or reviewing details, click on the "Next" button to continue to the next step.

At least one Professional School is required for the ISPN Program.

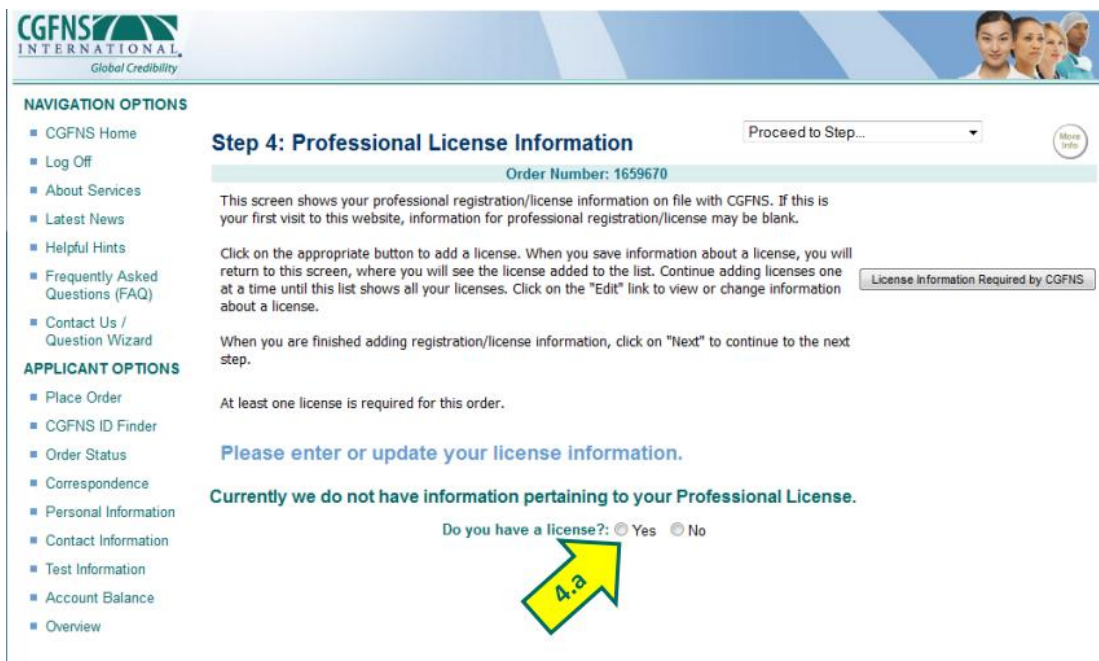
Education Overview

Select	School	School Type	Country	Entry Date	Completed Date
Edit	My School	PROFESSIONAL	People's Republic of China	Jan 2010	Jan 2012

[Add Professional School](#) [Next](#)

3.c

20.进入 Professional License Information 页面，在 Do you have a license?一项中，如持有护士资格证，请选择 Yes。



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Global Credibility

NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 4: Professional License Information Proceed to Step...

Order Number: 1659670

This screen shows your professional registration/license information on file with CGFNS. If this is your first visit to this website, information for professional registration/license may be blank.

Click on the appropriate button to add a license. When you save information about a license, you will return to this screen, where you will see the license added to the list. Continue adding licenses one at a time until this list shows all your licenses. Click on the "Edit" link to view or change information about a license.

When you are finished adding registration/license information, click on "Next" to continue to the next step.

At least one license is required for this order.

Please enter or update your license information.

Currently we do not have information pertaining to your Professional License.

Do you have a license?: ☒ Yes ☐ No

4.a

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点击“**Yes**”后的步骤:

21.持有护士资格证, 点击 **Yes** 后, 进入护士资格证相关信息填写页面。完成填写后点击 **Save** 保存。

The screenshot shows the 'Step 4: Professional License Information' page of the CGFNS International Intake Office. The page includes a navigation menu on the left with sections like 'NAVIGATION OPTIONS' and 'APPLICANT OPTIONS'. The main content area contains a form for entering license information. The form includes fields for Country, State/Province, Professional Title, License Issue/Expiration dates, Registration/License Number, and a section for countries that do not issue licenses. There are also checkboxes for 'Is this license a lifetime practice license?' and 'Does your country of education require licensure for your profession?'. A large text area at the bottom is for explaining any restrictions or suspensions. The form is marked with asterisks (*) for required information. The page number 'Step 4 of 10' is visible at the bottom right.

CGFNS INTERNATIONAL Global Credibility

Step 4: Professional License Information

Order Number: 1659670

Please enter or update your license information.

* Items marked with an asterisk (*) are required information.

* Country: -- Please select a Country -- [?]

Select State/Province (Australia, Canada, India and the United States only): No Available States or Provinces [?]

* Provide the Title of your Registration License: -- Please select a Professional Title -- [?]

Other Professional Title (if not listed above):

* Is this license a lifetime practice license?: ☐ Yes ☐ No [?]

License Issue: Month, Day and Year: -- Please select a Month -- (Month) (DD) (YYYY)

License Expiration: Month, Day and Year: -- Please select a Month -- (Month) (DD) (YYYY)

* Registration/License Number: [?]

Name used when Registration/License was Issued: [?]

If your country does not issue a license, does your diploma give you the right to practice?: ☐ Yes ☐ No

If YES, enter Diploma Number:

Licensed By: -- Please select a Licensed By name -- [?]

* What is the status of your license?: -- Please select a License Status (Restriction) -- [?]

Does your country of education require licensure for your profession?: ☐ Yes ☐ No

If your license has ever been restricted or suspended or revoked please explain:

[?]

Cancel Step 4 of 10 Save

CGFNS International Intake Office

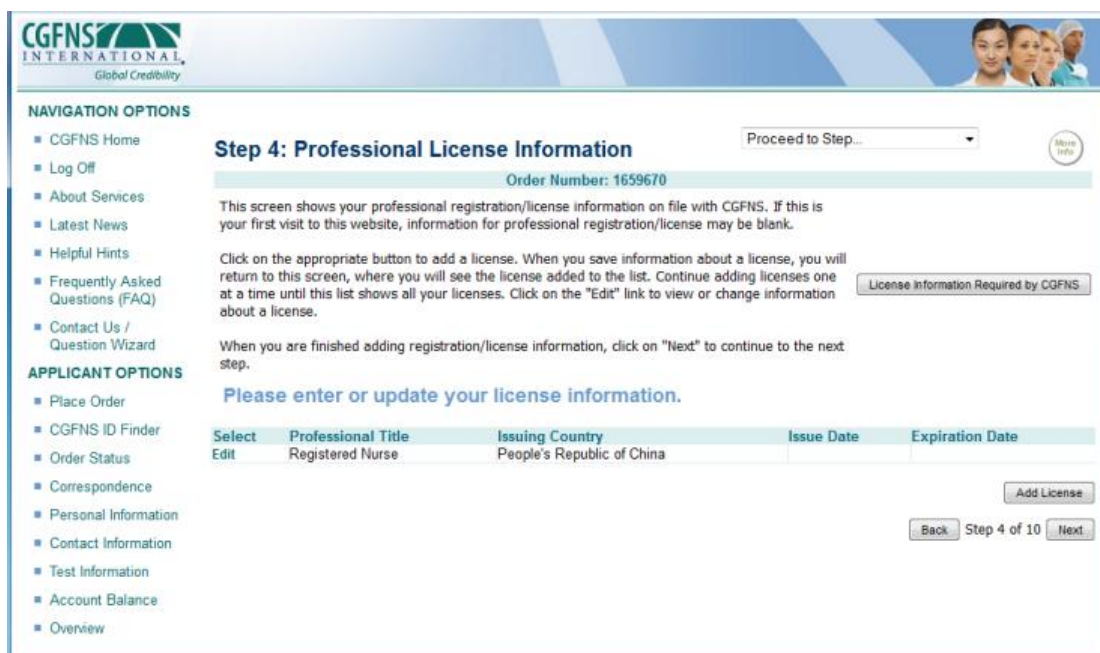
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22.再次进入该页面，如需继续添加，点击 **Add License** 选项，如已完成，点击 **Next**。



NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 4: Professional License Information Proceed to Step...

Order Number: 1659670

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Click on the appropriate button to add a license. When you save information about a license, you will return to this screen, where you will see the license added to the list. Continue adding licenses one at a time until this list shows all your licenses. Click on the "Edit" link to view or change information about a license.

When you are finished adding registration/license information, click on "Next" to continue to the next step.

Please enter or update your license information.

Select	Professional Title	Issuing Country	Issue Date	Expiration Date
Edit	Registered Nurse	People's Republic of China		

Add License

Back Step 4 of 10 **Next**

点击 “No” 后的步骤：

23. 出现如下图所示的页面，在 **Please provide an explanation why you do not have a license** 右侧框体内填入原因，然后点击“**Save Unlicense Explanation**”按钮。（注意：选择此项的考生需要在向 **CGFNS** 中国办事处递交审核资料时提供通过护士执业资格考试的成绩单进行审核）。

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CGFNS INTERNATIONAL Global Credibility

NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 4: Professional License Information

Proceed to Step...

Order Number: 1659670

This screen shows your professional registration/license information on file with CGFNS. If this is your first visit to this website, information for professional registration/license may be blank.

Click on the appropriate button to add a license. When you save information about a license, you will return to this screen, where you will see the license added to the list. Continue adding licenses one at a time until this list shows all your licenses. Click on the "Edit" link to view or change information about a license.

When you are finished adding registration/license information, click on "Next" to continue to the next step.

At least one license is required for this order.

Please enter or update your license information.

Currently we do not have information pertaining to your Professional License.

Do you have a license?: ☐ Yes ☒ No

Please provide an explanation why you do not have a license:

Example text "I do not have license yet, but will send proof of passing the Licensure Exam."

*NOTE: you may sit for the CGFNS Qualifying Exam® with proof of passing the Licensure exam but are required to send a license within one year of passing the CGFNS Qualifying Exam® to receive the ISPN Certificate.

Save Unlicense Explanation Add License

Back Step 4 of 10 Next

24.进入 Attestation 页面, 在 I agree with and read the above attestation 选项中点选 Yes。完成后点击 Next。

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NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 5: Attestation Proceed to Step... More Info

Order Number: 1659670

To complete this application, you must agree (answer "Yes") to the following statements.

Attestation

* Items marked with an asterisk (*) are required information.

I certify that all information which CGFNS International has received as part of this order or in the past, from me or from a third party on my behalf, is true and complete. I also certify that all documents which have been submitted to CGFNS International for any purpose, have not been falsified, altered or tampered with by any person. I understand that CGFNS International and others will rely on this order and on the documents and information submitted, and that if any of it is falsified, altered or tampered with, or if I alter a CGFNS International Certificate or a CGFNS International Report or misrepresent a copy as an original, CGFNS International may take such disciplinary action against me as it deems appropriate, and the consequences could adversely affect my professional license, immigration status, employment and other matters, from which I release CGFNS International from all liability. I authorize CGFNS International to disclose the information and documents in this order, the status of any of my Certificates, Reports or evaluations prepared by CGFNS International, any other information obtained by CGFNS International and the results and reasons for any

* I agree with and have read the above **5.a** ☐ Yes ☒ No

Back Step 5 of 10 Next

25. 进入 **Order Summary** 页面，核对自己的相关个人信息，如需修改个人信息，点击 **Personal info**，如需修改联系方式，点击 **Contact info**。如信息无误，点击 **Next**。

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NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 6: Order Summary

Order Number: 1659670

This Order Summary lets you review your personal information and the service you are ordering from CGFNS. Please carefully review your personal and contact information and the details of your order.

⚠️ This order will remain "Application Incomplete" until full payment is made. CGFNS strongly encourages you to make payment online by credit card. If you choose to pay by mail, you MUST attach a Payment Voucher with the Order Number and provide payment in full. Payment Vouchers for Incomplete Orders are found on the last step of the Service Purchase Wizard. If a 3rd party is paying for this service, they must send in a Payment Voucher and note the Order Number for your order to be completed. Payment must be submitted within 90 days from the day the order was created. If the total amount due is not paid in full, the order will be deleted.

If you need to correct or update your name, click the "Personal Info" button.
If you need to correct or update your address, click the "Contact Info" button.

To delete a service from your order, place a check mark in the "Delete" column, then click "Remove Deleted Items". To cancel your entire order, click "Cancel Order".

To continue with your order click "Next".

Applicant Information

Applicant: John Doe
Country: People's Republic of China
Street Address 1: 1234 Main Street
Street Address 2:
Street Address 3:
City: Anywhere
State/Province:
Postal Code: 12345

Order Details

Order Line	Description	Quantity	Amount	Delete
International Standards for Professional Nurses (ISPN) Program	International Standards for Professional Nurses (ISPN) Program Application	1	\$300.00	<input type="checkbox"/>
Total:			\$300.00	
Previous Account Balance:			\$0.00	
Total:			\$300.00	

Step 6 of 10

26. 按照要求进行文件下载。(提示: 实际应下载文件请根据该页面最新要求进行下载, 即图中红框处 **Document Name** 下方标绿且带*号文件为必下文件)。

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Step 7: Document Printing

Proceed to Step...



Order Number: 1848544

The list below shows all the documents you need to print to complete the order process, and where you need to send them. **You must print all the documents in the list.** You will notice that the forms you print will have the information you submitted to CGFNS International on-line [your personal information, details of your educational institution(s), and so on] already filled out on the forms. This saves you time and improves accuracy. Once you have printed each document click on next to complete your order.

Some documents are in PDF format. To view and print these documents, you must have Adobe Acrobat® Reader® software (version 5.0 or higher) installed on your computer.



If you do not have the correct version of Adobe Acrobat® Reader®, click on the Adobe icon at right. Follow the on-screen instructions to install the software on your computer. Once the software is installed, return to this step to print the required documents.

* Indicates a required document for printing.

Document Name	What you need to do
* CGFNS International China Intake Office Information Form	This form must be printed, signed and mailed to the CGFNS International Intake Office
ISPN Application	For your records please print a copy of the application form
* Request for Academic Records/Transcripts - ISPN	This form must be printed, signed and mailed to your professional school

To view a document, move your cursor over the document's name and press ("click") the LEFT mouse button. Adobe Acrobat® Reader® will begin, displaying the document you selected.

To print the document displayed in Adobe Acrobat® Reader® click on "File" at the top left of the screen, then from the drop-down list, select "Print." You will need to follow this view/print procedure for each document in the list.

To save a document so you can print it later, move your cursor over the document's name, then press ("click") the RIGHT mouse button. You can then save the document to a convenient device (i.e. floppy disk, hard disk, or CD-ROM) or directory on your computer.

Back Step 7 of 10 Next

27. 出现 Application Review 界面，点击右下角 Next 进行下一步。

CGFNS International Intake Office

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Global Credibility

NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 8: Application Review Proceed to Step...

Order Number: 1659670

The list below shows any steps in the order process that you did not complete. If the list is empty, select "Next" to choose your payment options. An order is not submitted for processing until payment is provided.

If there are steps in this order that are not complete, select a step name to return to the step and complete the needed information. If you cannot complete your order during this visit to CGFNS' Connect, you can return to this website another time to add the necessary information and choose your payment option.

Please click "Next" to choose your payment options.

Please note that before CGFNS can complete the review of an applicant's file we must receive full payment and all the necessary documents. This includes all documents that are to be submitted by the applicant themselves as well as the documents which are to come directly to CGFNS from schools, licensing authorities and testing agencies. It is the applicant's responsibility to provide the appropriate authorization forms that will enable CGFNS to obtain educational transcripts and license validations. CGFNS makes every effort to promptly complete the review of a file, however, the greatest delays in reviewing a file are often the result of not receiving an applicant's documents in a timely manner. With this in mind, as well as the complexity of certain applicants' particular situations, some services may take a matter of weeks to complete - while others may take several months to complete.

You may use this online service 24 hours a day, seven days a week to check the status of your order as well as the status of your required documents.

Select "Next" to choose your payment options.

8.a Next Cancel Order

28. 选择付款方式进行交费，CGFNS 强烈推荐使用双币信用卡进行在线付款，点击 **pay online**

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CGFNS INTERNATIONAL Global Credibility

NAVIGATION OPTIONS

- CGFNS Home
- Log Off
- About Services
- Latest News
- Helpful Hints
- Frequently Asked Questions (FAQ)
- Contact Us / Question Wizard

APPLICANT OPTIONS

- Place Order
- CGFNS ID Finder
- Order Status
- Correspondence
- Personal Information
- Contact Information
- Test Information
- Account Balance
- Overview

Step 9: Payment Selection

Order Number: 1659670

CGFNS accepts the following payment methods:

- Credit Card
 - Visa
 - MasterCard
 - Discover/NOVUS
- International Money Order (drawn in US dollars, on a US bank)
- International Certified Bank Check (drawn in US dollars, on a US bank)

Personal checks are not accepted and do not mail cash.

If you choose to pay by credit card, you will be connected to CGFNS' secure payment system, where you will need to provide the following information:

- Cardholder's name (as it appears on the credit card)
- Account number
- Expiration date

You will have a limited time in which to type your credit card information. The information is sent immediately to your financial institution for credit approval. Once your payment is approved, you will be able to proceed to the final step of the order process.

You have the following Payment Options

Pay online with credit card

CGFNS strongly encourages you to select this option to pay online with a credit card.

9.a

Print Payment Voucher and mail

Select this option to print a Payment Voucher to accompany your payment. A Payment Voucher MUST be mailed with full payment to the address noted on the Payment Voucher. If a 3rd party is paying for this service, they must send in a Payment Voucher and not the Order Number for the order to be completed.

9.b

29. 进入 **Payment Entry** 页面, 按要求填写信用卡信息。(注: “**Name on Credit Card**” 一项中填写信用卡上显示的持卡人姓名, 如: **Wang Ming**) 然后点击 **Make Payment**

CGFNS International Intake Office

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邮编: 100120

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Payment Entry

Order Number: 1671619

CGFNS ID: 5738518

Enter your credit card information below.

CGFNS accepts Visa, MasterCard, and Discover/NOVUS.

Enter Credit Card Information

* Items marked with an asterisk (*) are required information.

Total Cost: \$300.00 [?]

* Name on Credit Card: [?] [?]

* Credit Card Number: [?]

* Expiration Date: January 2010 [?]

* Credit Card Security Code (Required): [?] Click here for help locating Credit Card Security Code [?]

* Enter characters you see in the picture below: [?]

b a t a k e

Can't read, click here for another picture

* I am the owner of this credit card, or the owner has granted me permission to use this credit card for this purchase. ☐ Yes ☐ No [?]

30. 支付完考试费用后会出现如下图所示的页面。如需要打印此页面（如作为报销凭证）的话可以点击“Print This Page”按钮进行打印；如不需要打印此页面的话，点击“Complete Order”按钮。

Payment Approval

Proceed to Step...

Order Number: 1671647

CGFNS ID: 5747302

Credit Card Approval Information

The box below contains your credit card transaction information:

Transaction Status:

Your Credit Card is approved and your account is credited.

Amount Charged to Credit Card: \$300.00

Name on Credit Card: Wang Jing

Credit Card Number: XXXX-XXXX-XXXX- 8318

Click "Print This Page" to print this transaction information for your records, then click "Complete Order" to complete your application.

Print This Page

Complete Order

Since your payment has been successfully transmitted, please do not mail in a copy of your payment. This will cause your credit card to be charged again.

CGFNS International Intake Office

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邮编：100120

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400-6666-854 cgfnscn2012@126.com www.cgfnscn.org www.cgfns.org

31.完成后出现如下页面，点击图中红框处 **Goodbye** 按钮完成报考。

Order Process Completion



CGFNS ID: 5747302

Thank you for providing your order information. Once your credit card or international money order or certified check payment has been verified, your order will be submitted for processing.

If you are paying by mail, you will see warning below reminding you that your application will remain incomplete until payment with a Payment Voucher is mailed to CGFNS. If a 3rd party is paying for this service, they must send in a Payment Voucher and note the Order Number for the order to be completed.

CGFNS's mission is to provide expert credential evaluation and professional development services to promote the health and safety of the public. Contact us if you need further assistance.

Remember that you can return to this website at any time, 24 hours a day, 7 days a week, to add or update information, or to check the status of your order.

Select "Order Status" to check the status of your current application and past orders, or
Select "Goodbye" to leave this website.

Order Status

Goodbye

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