



NMC REGISTRATION GUIDELINES FOR EU NURSES

Registering with the NMC is easy, however, it takes a bit of time and you need to be patient.

Steps

1 - **Information.** Read all the information about EU nurses registration on the NMC website www.nmc-uk.org eu registration section of the website.
www.nmc-uk.org/Registration/Joining-the-register/Trained-in-the-EU-or-EEA/

2 - **Contacting NMC** Email(eu.enquiries@nmc-uk.org) or call the NMC, if possible call them during office hours (+442073339333) as this is quicker and they will deal with your pre registration request immediately, please note the NMC get 1000's of emails and it may take them time to deal with your email....if at all. When you call them, they will simply ask you for your name, nationality, date of birth and address for posting documents.

3 - **Pre Registration Number (PRN)** The NMC will give you a pre registration number (PRN) if you call them and also send you the NMC registration form in the post as well as the registration guidelines(if you need a copy of the guidelines,please ask us and we will email you a copy as we have one). You can also find these registrations guidelines on the NMC website. The PRN number will start 1017 or 1018 and be ten digits long.

4 - **NMC FORM.** The NMC registration form you will receive is very simple and only four pages for you to fill. however, you will need to add certain important documents to it before you send it in the post to the NMC.

5 - What will the NMC require/need from you?

- a)Copy of all your Nursing Qualifications(in detail with subjects and training requirements,not just the certificate)
 - b)Copy of your Passport or ID Card
 - c) Copy of your birth certificate
 - d)Copy of your marriage certificate if married
 - e)Police certificate showing you have no criminal record - date on this must be less than 3 months old
 - f) Letter from your national nursing register (the equivalent of the NMC in your country) showing you to be a registered nurse in your own country or at least a copy of your nursing card.
 - g) Certificate of good personal health from your doctor
 - h) A letter of recommendation from the hospital you work at is not compulsory but is very helpful
 - i) Add a CV as well to show your detailed nurse working experience.
- Please note you will need to send 2 sets of documents , the original documents copy and also an

english professionally translated copy. All documents need to be certified with a very clear stamp by a suitable authority. eg Lawyer or notary. A notary is a person with legal authority to certify documents.

Please make sure all copies are very clear and also the certifying stamp and signatures can be seen very clearly or they will send it back to you.

6 - Is that all?

Yes and no.

The registration guidelines will give you the rest of the information. If you are a nurse with recent working experience and also qualified after your country joined the EU then yes that is all, if you qualified a long time ago please check the full requirements, you may have to do an NMC adaptation course.

7 - How many years working experience do i need to register?

If you are a university/ nursing college qualified nurse then at least 2 years work experience. If you are secondary school qualified nurse, you will probably need at least 5 years working experience.

8 - **Duration** - Once you have submitted your form and all your documents to the NMC, it should take them between 4 - 12 weeks to process your application. The exact time depends on how busy they are at that time and also if you have submitted all the correct documents requested. Once processed and accepted, they will send you a letter and ask you to make the registration payment of £76 (please note this figure is correct as of 2009/early 2010). You will then be sent your full **PIN** and card, which is what you need to work as a UK Nurse The **PIN** will be 10*****C and be 8 characters long(6 numbers and 2 letters). If you register in 2010 your pin will start 10, if you register in 2011 it will start 11, it always starts with the year of registration.

9 - Finally

Please note that on some occasions the NMC may request that you have at least 450hrs recent working hours in the last 3 years,if you do not have this(eg. you worked as a nurse a long time ago) they may ask you to do an adaptation course or top up your recent working experience under supervision. This is your responsibility not theirs....

Please note once you have obtained your **PRN** and submitted all your documents, you may contact us to start the process of finding you a job while we wait for your full NMC **PIN** to arrive. For those of you with terrible or no english, use the time waiting for the registration process to be completed to improve your spoken english to at least an ok standard(able to communicate with staff/patients, read patients charts and medicines) or you will not be considered by any employers.

Email your CV – Jobs@easterneuropeans.co.uk

Site – www.easterneuropeans.co.uk

NMC = nursing and midwifery council

PRN = pre registration number

PIN = personal identification number