

**Concordia University Texas**  
**Notice of Conditions that might Disqualify Students Eligibility for Licensure by the**  
**Texas Board of Nursing**

Applicants for the national licensing exam for registered nurses (NCLEX-RN) and seeking licensure in Texas are required to submit a complete and legible set of fingerprints on a form prescribed by the Board of Nursing for the purpose of obtaining a criminal history from the Texas Department of Public Safety and the Federal Bureau of Investigations. (Section 301.252 (b) and Section 301.252 (e) of the Texas Occupations Code)

Prior to the start of the nursing program at Concordia University Texas, all potential NCLEX applicants with outstanding eligibility issues that could prevent them from taking the NCLEX examination upon completion of the nursing program are urged to complete a Declaratory Order application ([http://www.bon.texas.gov/forms\\_declaratory\\_order.asp](http://www.bon.texas.gov/forms_declaratory_order.asp)). Further information and forms can be retrieved on the following website: <http://www.bon.texas.gov/students.asp>

This process permits the Board to make decisions regarding an applicant's eligibility for licensure prior to entering or completing a nursing program. The list below further delineates possible incidences that may prevent eligibility, and require a Declaratory Order application:

For any criminal offense, including those pending appeal, have you:

- A. Been convicted of a misdemeanor?
- B. Been convicted of a felony?
- C. Pled nolo contendere, no contest, or guilty?
- D. Received deferred adjudication?
- E. Been placed on community supervision or court-ordered probation, whether or not adjudicated guilty?
- F. Been sentenced to serve jail or prison time? Court-ordered confinement?
- G. Been granted pre-trial diversion?
- H. Been arrested or have any pending criminal charges?
- I. Been cited or charged with any violation of the law?
- J. Been subject of a court-martial; Article 15 violation; or received any form of military judgment/punishment/action?

\*You may only exclude Class C misdemeanor traffic violations.

**NOTE: Expunged and Sealed Offenses:** While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed, it is your responsibility to ensure the offense, arrest, ticket or citation has, in fact, been expunged or sealed. It is recommended that you submit a copy of the Court Order expunging or sealing the record in question to Texas Board of Nursing office with your application. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed may subject your license to a disciplinary order and fine. Non-disclosure of relevant offenses raises questions related to truthfulness and character. (See 22 TAC §213.27)

**NOTE: Orders of Non-Disclosure:** Pursuant to Tex. Gov't Code § 552.142(b), if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure may become a character and fitness issue. Pursuant to other sections of the Gov't Code chapter 411, the Texas Nursing Board is entitled to access criminal history record information that is the subject of an order of non-disclosure. If the Board

discovers a criminal matter that is the subject of an order of nondisclosure, even if you properly did not reveal that matter, the Board may require you to provide information about any conduct that raises issues of character.

1. \*Are you currently the target or subject of a grand jury or governmental agency investigation?
2. \*Has any licensing authority refused to issue you a license or ever revoked, annulled, cancelled, accepted surrender of, suspended, placed on probation, refused to renew a license, certificate or multi-state privilege held by you now or previously, or ever fined, censured, reprimanded or otherwise disciplined you?
3. \*Within the past five (5) years have you been addicted to and/or treated for the use of alcohol or any other drug?
4. \*Within the past five (5) years have you been diagnosed with, treated, or hospitalized for schizophrenia and/or psychotic disorder, bipolar disorder, paranoid personality disorder, antisocial personality disorder, or borderline personality disorder?

\*Pursuant to the Occupations Code §301.207, information, including diagnosis and treatment, regarding an individual's physical or mental condition, intemperate use of drugs or alcohol, or chemical dependency and information regarding an individual's criminal history is confidential to the same extent that information collected as part of an investigation is confidential under the Occupations Code §301.466.

*By signing I acknowledge that I that I have been provided written information regarding conditions that may disqualify nursing school graduates from licensure and of their rights to petition the Texas Board of Nursing for a Declaratory Order of Eligibility. Required eligibility information included:*

- (1) Texas Occupational Codes Section 301. 252, 301.257 and 301.452 - 301.469; and*
- (2) Texas Board of Nursing's Rules and Regulation Sections 213.27 - 213.30.*

Student's Printed Name: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

The School of Nursing shall maintain written receipt of eligibility notification for a minimum of two years after the student completes the Nursing Program or permanently withdraws from the Nursing Program.