

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Licensing Board/Agency Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Application for LPN Licensure

I am writing to formally request the issuance of my Licensed Practical Nurse (LPN) license following my successful completion of the required educational program and passing of the NCLEX-PN exam.

I graduated from [Name of Nursing School] on [Graduation Date] with a [Degree Obtained, e.g., Diploma, Associate Degree] in Practical Nursing. My NCLEX-PN exam was completed on [Exam Date], and I received my passing results on [Results Date].

Enclosed with this letter are copies of the following documents:

1. Official transcripts from [Name of Nursing School]
2. NCLEX-PN passing results
3. Completed application form for LPN licensure
4. Any other required documentation

I am eager to join the nursing profession and contribute to the well-being of my community as a Licensed Practical Nurse. Thank you for considering my application. I look forward to your prompt response.

Sincerely,

[Your Name]