



**STATE OF MISSOURI**  
 DIVISION OF PROFESSIONAL REGISTRATION  
**APPLICATION FOR VETERINARY LICENSE**

MISSOURI VETERINARY MEDICAL BOARD  
 3605 MISSOURI BOULEVARD  
 P.O. BOX 633  
 JEFFERSON CITY, MO 65102

LICENSE NO.	DATE ISSUED
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**GENERAL INFORMATION**

The Missouri Veterinary Medical Board would like you to be aware of the following:

**Reciprocity and grade transfer applications must be received at least 60 days prior to the administration of the examination(s). The deadline for examination applicants applying to take the NAVLE will be August 1 and January 3 of each calendar year. Requests for special needs must be received at the time applications are received.**

**Reciprocity and grade transfer applicants must submit the application for licensure and fee to the Missouri Veterinary Medical Board. Examination applicants must submit the application for licensure and fee to the Missouri Veterinary Medical Board and the NAVLE application and fee directly to the National Board of Veterinary Medical Examiners (NBVME).**

Missouri does not have **direct** reciprocity with any state. Applicants must still meet all necessary requirements. To qualify to be licensed by **reciprocity**, the veterinarian must have been actively engaged in the practice of veterinary medicine in another state, territory, district or province of the U.S. or Canada for a period of at least five (5) consecutive years immediately prior to making application in Missouri. Actively engaged shall mean that the applicant has regularly and consistently practiced veterinary medicine. The Board may request the applicant produce records demonstrating the regular and consistent practice of veterinary medicine. Section 340.238.1(3) of our law requires that the standards for admission to practice in the state where they are currently licensed must be equal to Missouri's and those standards must have been in effect when they were admitted to practice. The Missouri Veterinary Medical Practice Act establishes two basic qualifications for admission to practice: 1) graduation from a college of veterinary medicine which is accredited by the AVMA and, if an international graduate, a current ECFVG certificate; and 2) good moral character. The Missouri Board has adopted those two standards for establishing equivalency. Further, 20 CSR 2270-3.080, RSMo, requires all applicants including **reciprocity**, to take and pass the Missouri State Board Examination, before a permanent license can be issued.

To qualify for licensure by **grade transfer**, you must have taken the national examinations (National Board Examination (NBE) and Clinical Competency Test (CCT) or North American Veterinary Licensing Examination (NAVLE)) within five (5) years of the application and your scores must have met Missouri's passing scores. Further, 20 CSR 2270-3.080, RSMo, requires all applicants including **grade transfer**, to take and pass the Missouri State Board Examination, before a permanent license can be issued.

Licensure by **examination**, applicants must take the North American Veterinary Licensing Examination (NAVLE) and the Missouri State Board Examination. Veterinary students within six months of graduation may apply to take the required examinations. Applicants must submit the NAVLE application and fee directly to the National Board of Veterinary Medical Examiners (NBVME) and the required applications for the Missouri State Board Examination.

**PLEASE REFER TO PAGE FOUR OF THIS APPLICATION FOR DOCUMENTATION REQUIRED**

**ALL APPLICANTS MUST COMPLETE THE FOLLOWING PLEASE TYPE OR PRINT IN BLACK INK**

1. I hereby apply for a license to practice as a veterinarian in the State of Missouri on the basis of (Check one):

<input type="checkbox"/> <b>EXAMINATION</b>	<b>Fee: \$50.00 (\$50 Registration Fee)</b> *Only for applicants applying to take the national examinations.
<input type="checkbox"/> <b>RECIPROCITY</b>	<b>Fee: \$200.00 (\$50 Registration + \$150 Reciprocity)</b>
<input type="checkbox"/> <b>GRADE TRANSFER</b>	<b>Fee: \$200.00 (\$50 Registration + \$150 Grade Transfer)</b>

2. NAME (LAST, FIRST, MIDDLE INITIAL, MAIDEN NAME)	3. DATE OF BIRTH	4. EMAIL ADDRESS
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5. MAILING ADDRESS (STREET/BOX NO., CITY, STATE, ZIP CODE)	6. SOCIAL SECURITY NO.
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7. SECOND, INTENDED OR BUSINESS ADDRESS (STREET/BOX NO., CITY, STATE, ZIP CODE)	8. DAYTIME TELEPHONE NO.
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**9. LIST ALL PREVIOUS PLACES OF PRACTICE TO INCLUDE PRESENT AND PREVIOUS EMPLOYER NAME, ADDRESS AND DATES EMPLOYED**

NAME	ADDRESS	FROM MO/YR	TO MO/YR	AVERAGE HOURS PER WEEK WORKED

**10. EDUCATIONAL EXPERIENCE – AN OFFICIAL TRANSCRIPT WITH THE DVM DESIGNATION, DATE ISSUED AND THE ORIGINAL SCHOOL SEAL AFFIXED MUST BE SUBMITTED DIRECTLY TO THIS OFFICE FROM THE INSTITUTION WHICH GRANTED THE DEGREE.**

NAME OF INSTITUTION FROM WHICH YOU WILL RECEIVE OR HAVE RECEIVED YOUR DEGREE IN VETERINARY MEDICINE	DEGREE & DATE RECEIVED (MM/DD/YYYY)
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Was the institution AVMA accredited?  YES  NO  
 If no, do you have your ECFVG certification?  YES  NO

**ALL INTERNATIONAL GRADUATES MUST REQUEST THE AVMA TO SEND A LETTER DIRECTLY TO THE BOARD OFFICE VERIFYING YOUR STATUS. PLEASE NOTE THAT MISSOURI ONLY ACCEPTS ECFVG CERTIFICATION.**

11. Are you board certified?  YES  NO  
 If yes, in what specialty? \_\_\_\_\_

12. Have you previously taken the national examinations (NBE & CCT or NAVLE)?  YES  NO  
 If yes, indicate the number of times, dates and states you have taken each examination in the space below:

NBE	CCT	NAVLE
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I HEREBY APPLY TO TAKE THE FOLLOWING EXAMINATIONS:

- NAVLE (DATE \_\_\_\_\_ )
- MO STATE BOARD EXAM

13. List all the states in which you now hold or have ever held a license to practice veterinary medicine. If current status is "other", please explain on a separate sheet. Verification of licensure must be submitted by each state where you have ever been licensed.

STATE	LICENSE NUMBER	ISSUE DATE	CURRENT STATUS
			<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE <input type="checkbox"/> OTHER
			<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE <input type="checkbox"/> OTHER
			<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE <input type="checkbox"/> OTHER
			<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE <input type="checkbox"/> OTHER
			<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE <input type="checkbox"/> OTHER
			<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE <input type="checkbox"/> OTHER

**14. ENDORSEMENT TO BE COMPLETED BY A LICENSED VETERINARIAN (ALL APPLICANTS MUST COMPLETE)**

APPLICANT NAME	DATE
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*This is to certify*, that I have been personally acquainted with the applicant named above and that I know her/him to be an ethical veterinarian and of good moral and professional character. I hereby recommend her/him to the Missouri Veterinary Medical Board to be licensed as a Veterinarian in the State of Missouri.

SCHOOL OF VETERINARY MEDICINE FROM WHICH I GRADUATED	GRADUATION DATE
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STATE(S) LICENSED IN	LICENSE NO.(S) AND DATE(S)
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NAME (PRINT OR TYPE)	SIGNATURE ▶
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ADDRESS
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**THE APPLICANT MUST ANSWER THE FOLLOWING QUESTIONS. IF ANY OF THE QUESTIONS ARE ANSWERED "YES", THE APPLICANT MUST PROVIDE AN EXPLANATION IN A SEPARATE NOTARIZED STATEMENT.**

	YES	NO
15. Have you ever been denied a professional license, certification, registration, or permit?	<input type="checkbox"/>	<input type="checkbox"/>
16. Have you ever had any professional license, certification, registration, or permit revoked, suspended, placed on probation, or otherwise subject to any type of disciplinary action?	<input type="checkbox"/>	<input type="checkbox"/>
17. Are you presently being investigated or is any disciplinary action pending against any professional license, certification, registration or permit you hold?	<input type="checkbox"/>	<input type="checkbox"/>
18. Have you ever voluntarily surrendered or resigned any professional license, certification, registration, or permit?	<input type="checkbox"/>	<input type="checkbox"/>
19. Have you ever had a registration issued by a controlled substance authority revoked, suspended, surrendered, limited or restricted, whether agreed to voluntarily or not?	<input type="checkbox"/>	<input type="checkbox"/>
20. Has your application for accreditation by the USDA ever been denied?	<input type="checkbox"/>	<input type="checkbox"/>
21. Has your certification ever been disciplined by the USDA or have you ever voluntarily surrendered it, allowed it to lapse, or had a limited certificate of accreditation issued by the USDA?	<input type="checkbox"/>	<input type="checkbox"/>
22. Is there any disciplinary action pending against you by, the USDA, the DEA or any state Drug enforcement authority? If yes, where and by whom?	<input type="checkbox"/>	<input type="checkbox"/>
23. Have you ever been convicted, adjudged guilty by a court, pled guilty or pled nolo contendere to any crime, whether or not sentence was imposed, (excluding traffic violations)? If yes, attach a full explanation and provide certified court documents (i.e. Docket Sheet, Information or Indictment and Final Disposition).	<input type="checkbox"/>	<input type="checkbox"/>
24. Have you ever been convicted, adjudged guilty by a court, pled guilty or pled nolo contendere to any traffic offense resulting from or related to the use of drugs or alcohol, whether or not sentence was imposed? If yes, attach a full explanation and provide certified court documents (i.e. Docket Sheet, Information or Indictment and Final Disposition).	<input type="checkbox"/>	<input type="checkbox"/>
25. Do you currently, or did you within the past five years, use any prescription drug, controlled substance, illegal chemical substance, or alcohol, to the point where your ability to competently practice as a veterinarian would be affected?	<input type="checkbox"/>	<input type="checkbox"/>
26. Are you now being treated, or have you been treated within the past five years, through a drug or alcohol rehabilitation program? If yes, attach a full explanation and provide discharge summary or other official documentation that shows your diagnosis, prognosis and treatment plan.	<input type="checkbox"/>	<input type="checkbox"/>
27. Have you ever had a judgment rendered against you based upon fraud, misrepresentation, deception or malpractice related to your practice as a veterinarian? If yes, attach a full explanation and provide certified court documents (i.e. Docket Sheet, Information or Indictment and Final Disposition).	<input type="checkbox"/>	<input type="checkbox"/>

Pursuant to Section 324.010 RSMo:

CHECK THIS BOX ONLY IF IN ALL OF THE LAST 3 YEARS: YOU WERE NOT A MISSOURI RESIDENT, YOU DID NOT HAVE ANY MISSOURI INCOME, AND YOU ARE NOT SUBJECT TO ANY TYPE OF MISSOURI INCOME TAX.

*False statements are subject to criminal penalties and/or license discipline.*

If you have any questions regarding taxes contact the Department of Revenue at 573-751-7200 or e-mail income@dor.mo.gov.

**28. AFFIDAVIT (ALL APPLICANTS MUST COMPLETE)**

I hereby affirm that the information given above is true, correct and complete to the best of my knowledge and belief. I am aware that any person who knowingly submits false information, information intended to mislead the board, or omits a material fact on the application shall be subject to penalties provided for by the laws of Missouri, in addition to any actions which the board may take pursuant to the provisions of Chapter 340, RSMo.

I further authorize the release of any information needed by the Missouri Veterinary Medical Board to determine my eligibility for licensure.

<b>MUST BE SIGNED IN PRESENCE OF NOTARY</b>	APPLICANT SIGNATURE ▶	
	STATE OF	COUNTY (OR CITY OF ST. LOUIS)
	SUBSCRIBED AND SWORN BEFORE ME, THIS	
	DAY OF	YEAR
	NOTARY PUBLIC SIGNATURE	MY COMMISSION EXPIRES
	NOTARY PUBLIC NAME (TYPED OR PRINTED)	
	<b>USE RUBBER STAMP IN CLEAR AREA BELOW.</b>	

## DOCUMENTS YOU MUST FURNISH WITH YOUR APPLICATION

All documentation should be completed and forwarded to the Missouri Veterinary Medical Board, 3605 Missouri Boulevard, P.O. Box 633, Jefferson City, Missouri 65102. If you have questions, you may reach the board office at 573/751-0031, 1/800-735-2966 (TEXT) and 1/800-735-2466 (VOICE). All applications are considered on an individual basis. You may be requested to submit information or documents in addition to the requirements mentioned herein. You may also be requested to appear before the board. Additionally, once you are issued a permanent Missouri license, you will be required by law to pay an annual renewal fee on or before November 30 of each year.

No application can be considered by the board until the entire file is complete. **Therefore, you should not make any firm commitment to begin working until you have received notification of licensure in writing from this office. A provisional license may be issued prior to licensure providing all requirements have been met and fees received.** Proof that a veterinarian has practiced veterinary medicine in Missouri before becoming licensed is grounds for denial of licensure. Additionally, no application will be processed without a fee. You will be notified in writing one (1) time if your application is deficient in any way. You should allow a minimum of sixty (60) days for the processing of your application.

**SPECIAL ACCOMMODATIONS:** If you have a documented disability covered by the Americans with Disabilities Act, please refer to the document titled "Requests for Accommodations Under the ADA" for information concerning modifications for licensure examination candidates and to ensure that reasonable accommodations are made for your needs. The document can be located on our website at [www.pr.mo.gov/veterinarian.asp](http://www.pr.mo.gov/veterinarian.asp). Notification must be in writing and mailed to the Missouri Veterinary Board, P.O. Box 633, Jefferson City, MO 65102. Notification of special accommodations must be received by the board at the time the application is received in our office or at least sixty (60) calendar days in advance of the examination date if applying by reciprocity or grade transfer or 92 days in advance of the examination date if applying by examination.

1. Completed application and fees. Checks should be made payable to the Missouri Veterinary Medical Board. **20 CSR 2270-1.021(2) states, "All fees, with the exception of those noted in section 340.232, RSMo, are nonrefundable."**
2. Official transcript must be sent by the educational institution where you received your DVM degree. (If you are a final year veterinary student, submit a letter from the university stating that you are a fourth-year student in good standing. A final transcript will be required before a permanent license can be issued.)
3. Two (2) current, standard passport photographs, one and one-half inches by two inches (1.5" x 2.0"), with the applicant's signature on the back of each. In the event an examination is failed, additional photographs will be required.
4. NBE and CCT or NAVLE scores must be submitted by the American Association of Veterinary State Boards. The minimum criterion referenced score required in Missouri for the NBE and CCT or NAVLE is 425. The minimum criterion referenced score required in Missouri for the NAVLE is as provided by the testing agency. Request a transfer of your scores from the American Association of Veterinary State Boards at <http://www.aavsb.org/VIVA/>. **20 CSR 2270-1.041(2) states, "Effective August 28, 1999, no person may take any examination more than four (4) times either in or out of Missouri to qualify for licensure in Missouri. Prior to making application for the fourth attempt at passage of the examination, the applicant shall schedule an appearance with the board to outline a continuing education program which shall be board approved and completed prior to filing an application for the subsequent examination.";**
5. Verification of licensure must be submitted by each state where you have ever been licensed;
6. A copy of the statute and rules from the state on which you want to base your reciprocity application and which were in effect when you were licensed (**RECIPROCITY CANDIDATES ONLY**);
7. A 320 hour post-graduate internship under the supervision of a licensed veterinarian must be completed by new graduates. The supervising veterinarian shall submit an evaluation form obtained from the board office, stating that the applicant has satisfactorily completed the internship. This practice shall include work experience, at a minimum, in diagnosis, treatment, surgery and practice management. A provisional license is required prior to an internship being completed in Missouri. (**GRADE TRANSFER CANDIDATES ONLY**);
8. A 320 hour post-graduate internship under the supervision of a licensed veterinarian must be completed by new graduates. Completion of a student preceptor program which is recognized and approved by the board prior to graduation may be substituted for the internship program. The board shall have sole discretion as to whether or not the preceptor program will qualify in lieu of the internship. The supervising veterinarian shall submit an evaluation form obtained from the board office, stating that the applicant has satisfactorily completed the internship. This practice shall include work experience, at a minimum, in diagnosis, treatment, surgery and practice management. (**EXAMINATION CANDIDATES ONLY**);
9. A letter from the AVMA stating that you have completed the ECFVG program and hold an ECFVG certificate. If you have not completed the program, a letter outlining your status must be forwarded by the AVMA. A permanent license will not be issued until you hold an ECFVG certificate and the board has received notification from the AVMA of such. (**INTERNATIONAL GRADUATES ONLY**)
10. All applicants must take the Missouri State Board Examination. The passing score for the State Board Examination is 70%.
11. An applicant must hold either a permanent license or a provisional license to practice veterinary medicine in the State of Missouri. A provisional license can be issued to qualified applicants pending examination results and completion of the internship or veterinary candidacy program. Therefore, you should not make any firm commitment to begin working until you have received notification of permanent licensure or until a provisional license has been issued.