



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:

Licensure by **reciprocity**, any person who holds a valid current veterinarian license issued by another state, a territory of the United States, or the District of Columbia, and who has been licensed for at least one year in such other jurisdiction, may submit an application for a license in Missouri, along with proof of current licensure and proof of licensure for at least one year in the other jurisdiction. Reciprocity requires the applicant to practice in the same occupation or profession, and at the same practice level, for which he or she holds the current license. Same practice level provides that the individual has full practice authority and is not limited, or holds an academic, institutional or faculty license which restricts the practice in a university setting only. 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. Application files must be complete and approved by the Board prior to taking the Missouri State Board Examination.

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. Application files must be complete and approved by the Board prior to taking the Missouri State Board Examination.

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 International Council for Veterinary Assessment (ICVA) and the required applications for the Missouri State Board Examination. The deadline for examination applicants applying to take the NAVLE will be April 22, July 1, and December 23 of each calendar year. Requests for special needs must be received at the time applicants are received. 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 International Council for Veterinary Assessment (ICVA).

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

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, COUNTY, STATE, ZIP CODE)	6. SOCIAL SECURITY NO.
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7. SECOND, INTENDED OR BUSINESS ADDRESS (STREET/BOX NO., CITY, COUNTY, 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 (THIS INFORMATION SHOULD INCLUDE EMPLOYMENT FROM GRADUATION TO PRESENT AND SHOULD EXPLAIN ANY GAPS IN EMPLOYMENT.)

NAME	ADDRESS	FROM	TO
		MO/YR	MO/YR

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	DATE DEGREE 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 the states you have applied through for 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 (ALL APPLICANTS MUST TAKE THE 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
			<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE <input type="checkbox"/> OTHER
			<input type="checkbox"/> ACTIVE <input type="checkbox"/> INACTIVE <input type="checkbox"/> OTHER

1. Have you ever served on active duty in the Armed Forces of the United States and separated from such service under conditions other than dishonorable? Yes No

2. If yes, would you like to receive information and assistance regarding veterans benefits and services? Yes No

3. If yes, may the agency share your contact information with the Missouri Veterans Commission to provide such information? Yes No

General information may also be found at the Missouri Veterans Commission's website.

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
14. Have you ever been denied a professional license, certification, registration, or permit?	<input type="checkbox"/>	<input type="checkbox"/>
15. 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"/>
16. 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"/>
17. Have you ever voluntarily surrendered or resigned any professional license, certification, registration, or permit?	<input type="checkbox"/>	<input type="checkbox"/>
18. 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"/>
19. Has your application for accreditation by the USDA ever been denied?	<input type="checkbox"/>	<input type="checkbox"/>
20. 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"/>
21. 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"/>
22. 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"/>
23. 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"/>
24. 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"/>
25. 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"/>
26. 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.**

27. ATTESTATION (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.

APPLICANT'S SIGNATURE

DATE

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. 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 mailed directly to the Missouri Veterinary Medical Board by the educational institution where you received your DVM degree. The Board does not accept electronic transcripts. (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 directly to the Missouri Veterinary Medical Board by each state, territory or the District of Columbia where you have ever held a license.
6. A certified document completed by the state-licensing agency verifying that the applicant met the examination, education, experience requirements and that the license is active and in good standing. The certified document **MUST** come directly from the other state board to the Missouri Veterinary Medical Board. **(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.