# Michigan Veterinary Licensing FOC Requirements



# **Board Applications**

# 1. Application

You must **apply online**. Applications process in 4 to 6 weeks. All documents can be emailed directly to **bpldata@michigan.gov** or mailed to the address on Pg 3.

#### **Requirements**

- 1. Must have a Social Security Number or submit a SSN affidavit (included in application).
- 2. EDUCATION REQUIREMENTS: Must have graduated from an AVMA accredited veterinary **college** and have your transcript sent directly to the Board.
  - a. Graduates of foreign veterinary colleges must have their education certified by either the Educational Commission for Foreign Veterinary Graduates (ECFVG) or Program for the Assessment of Veterinary Education Equivalent (PAVE). The applicable organization must submit your certification directly to the Board.
- 3. Must pass the NAVLE and have your scores sent directly to the Board. You can transfer your scores using the **AAVSB's VAULT service** for a fee of \$99.
- 4. Must submit Verification of Licensure directly from the issuing agency in any state or Canadian province where you hold or have ever held a license. Must not have any pending disciplinary actions against you.
- 5. **LICENSE BY ENDORSEMENT:** If you have been practicing in the US for more than 5 years, you do not need to submit your college transcript or NAVLE scores. If you have been practicing in Canada for more than 5 years, you do not need to submit NAVLE scores.





### 2 Relevant Fees

Application & License fee: **\$239.70**Renewal fee: **\$214** (every 3 years)



# 3. Mandatory Documentation

- 1. Criminal Background Check (emailed after application is received)
- 2. Good Moral Character Questionnaire (included in online application)
- **3.** Non-English Speakers who did not complete at least 60 college-level credits in English are required to pass an approved English proficiency test.

#### Renewal & Relicensure

- 1. Licenses are valid for 3 years from the date of initial licensure.
- **2. RENEWAL**: You may renew your license 90 days before it expires. To renew, complete the **Renewal Process** online, which includes:
  - a. Good Moral Character Questionnaire
  - b. Disciplinary Questionnaire
  - c. Renewal Attestation
- 3. RELICENSURE: If you fail to renew your license on time, you must apply for relicensure.
  - a. You must submit proof of **45 hours** of CE within 3-year period
  - b. If your license has lapsed for more than 3 years and you are not licensed in another state or Canada during that time, you must pass the NAVLE within 1 year of application and resubmit another criminal background check.



## **CE Requirements:**

- 1. 45 hours of CE required for each 3-year renewal period with the following guidelines:
  - a. At least 30 hours must be scientific in nature, relating to diagnosis, treatment, and prevention of disease in topics such as public veterinary practice, epidemiology, food safety, public health, animal welfare, or antimicrobial stewardship.
  - b. At least 1 hour must relate to medical records.
  - c. At least 1 hour must relate to state veterinary law OR controlled substance laws.
  - d. At least 12 hours must be attended live in-person OR 6 hours in-person with the other 6 hours involving live interaction with the presenter, participants, or activity.
  - e. Maximum of 33 hours can be completed in activities that use an online, electronic, or printed format or do not permit live interaction during the activity.
  - f. A maximum of 12 CE hours can be earned in one 24 hour period.
  - g. Credit is not earned for completing a program/activity "substantially identical" to one you have already completed.
- 2. You must retain records of all completed CE for 4 years from the date of renewal.

#### Contact

#### Michigan Board of Veterinary Medicine

Bureau of Professional Licensing P.O. Box 30670 Lansing, MI 48909

Phone: 517-241-0199

Email: <u>BPLHelp@michigan.gov</u>

Please check your local requirements as state and national guidelines may have changed since last updated on 6/5/2023.