# New Hampshire Veterinary Licensing Requirements



## **Board Applications**

## 1. Application

Mail your completed application, payment, and required documents to:

Office of Professional Licensure & Certification | 7 Eagle Square | Concord, NH 03301

All documents must be submitted within 6 months.

#### **Requirements**

- 1. Must be 18 years of age or older.
- 2. Must be of "good professional character." This accounts for any past criminal conviction(s) or action taken against any licenses you hold in other jurisdictions.
- 3. EDUCATION REQUIREMENTS: Must have graduated from an <u>AVMA accredited veterinary</u> <u>college</u> OR submit a certificate from either the ECFVG or PAVE programs or a Certificate of Qualification from the Canadian Veterinary Medical Association.
  - a. Certified transcripts must be sent directly from your school to the Board. If transcripts are not in English, you will have to provide a translated copy.
- 4. Must have passed the NAVLE OR NBE and CCT and submit scores to the Board using the **AAVSB's VAULT service**. \*Exam results are valid for 5 years.
- 5. \*Submit 2 letters of recommendation sent directly to the Board from practicing veterinarians who can speak to your professional capabilities within the last 5 years.
- 6. Submit a current curriculum vitae (CV) or resume.

\*RECIPROCITY: You are exempt from the above exam and recommendation letter requirements if you hold a current license in good standing in another state, US territory, or Canadian province and have practiced at least 1000 hours/year in 3 out of the last 5 years.



## ? Relevant Fees

- 1. \$183 Application Fee
  - a. Includes mandatory \$28 Professional Health Program Fee
  - b. Personal check, money order, or cashiers check are the only forms of payment accepted on initial applications.
- 2. \$20 Certificate fee
- 3. \$10 License Verification Fee

## **Verify Additional Existing Veterinary Licenses:**

1. Submit verification of licensure from each state or jurisdiction where you have ever been licensed using the **AAVSB's VAULT service**.

### Renewal and Reinstatement

- 1. Licenses expire every 2 years on the last day of the month it was issued in.
- Licenses can be renewed online <u>here</u>. Use the registration code from your renewal notification sent 60 days before your license expires to create your account.
- 3. **\$183 Renewal Fee** can be provided online via credit card. The Board may waive the renewal free while you're on active duty with the US military for up to 3 years.
- 4. **REINSTATEMENT:** If your license has lapsed for less than five years OR you have practiced for at least 1000 hours per year for at least 3 years in another jurisdiction, you can apply for reinstatement using **this form** and by paying the **\$183** reinstatement fee.



#### **CE Requirements:**

- 1. 24 hours of CE are required each 2-year renewal period.
- 2. CE credits are not required for new graduates who applied within 1 year of graduation.
- 3. CE must be RACE-approved, Medical (category 1) OR be provided by one of the organizations <u>listed here</u>. Non-medical programs (RACE category 2) do not meet CE requirements unless they specifically fulfill opioid or ethics requirements.
- 4. Up to 6 credits may be obtained from medical journal, distance, or online programs.
- 5. Up to 6 credits may be obtained in RACE-approved alternative medicine programs.
- 6. CE credits from non-approved international conferences must be submitted at least 10 weeks in advance and be approved by the host country's RACE-equivalent organization.
- 7. USDA CE credits are eligible once every 3 years with a maximum of 3 credits from USDA Category I and 6 credits for USDA Category II.

### **Temporary License:**

- 1. **RECENT GRADUATES:** The Board may issue a temporary permit for up to 1 year for veterinary school graduates waiting to take the NAVLE. You must be employed by and practice under the supervision of a fully licensed veterinarian in New Hampshire.
- 2. **LICENSED VETERINARIANS:** The Board may issue a temporary license to out-of-state veterinarians who are licensed in good standing. The license lasts for 120 days or until your application is approved or denied. **Apply online** and select the option for "A Temporary Emergency License." There is a temporary license fee of **\$25**.





#### FAQ:

How do I report a change of address and other personal information?

You can log into **your online account** to change your personal information such as address, email address, and phone number.

#### **Contact**

#### **Mailing Address:**

Office of Professional Licensure & Certification 7 Eagle Square

Concord, NH 03301

Please check your local requirements as state and national guidelines may have changed since last updated on 6/28/2023.

