

# Tennessee Veterinary Licensing Requirements



## Board Applications

### Application

There are two processes to apply for a veterinary license in Tennessee: **Exam** and **Reciprocity**. It takes approximately six weeks for all documents to be reviewed.

Apply online [here](#) (unavailable Tuesdays between 4:45pm and 6:00pm CST).

**EXAM PROCESS** – Must have Passed the NAVLE within the last 5 years and graduated from an [AVMA accredited veterinary college](#) or a school approved by the Board.

**Foreign graduates** must have their education certified by the Educational Commission for Foreign Veterinary Graduates (ECFVG), the Program for the Assessment of Veterinary Education Equivalent (PAVE), or an agency deemed equivalent by the Board.

1. Submit official Transcript directly from school.
2. Submit NAVLE score OR scores for both the National Board Exam (NBE) and Clinical Competency Test (CCT) directly from the AAVSB. You can use the [AAVSB's VAULT service](#) to transfer your scores for a fee of \$99.

**RECIPROCITY PROCESS** – For vets practicing in another state for at least 3 years.

1. Must provide transcripts and NAVLE/NBE + CCT scores as stated above.
2. Provide proof you are licensed and in good standing. Your initial license must be obtained through an examination process.
3. Provide an affidavit or other proof of active practice in veterinary medicine for 3 out of the last 5 years for an average of at least 25 hours per week.
4. Provide proof of 60 hours of CE in the last 5 years following the CE guidelines on Pg 3.

## Relevant Fees

**Examination Process Total: \$135**

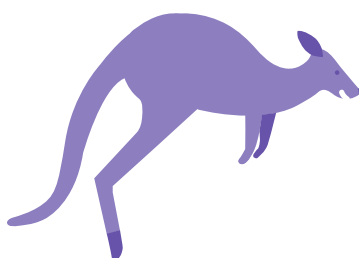
**Reciprocity Process Total: \$285**

All fees are non-refundable.



## Other Documents:

- 1. Declaration of Citizenship:** Submitted with required proof of citizenship documents. Must be a US citizen, "qualified alien," or a non-immigrant who meets state requirements.
- 2. Criminal background check/fingerprint scan** – [register here](#) if you currently reside in Tennessee or follow these [instructions for out-of-state residents](#). The OCA code for Veterinarians is **2317**.
- 3. Practitioner Profile Questionnaire** – You are required to keep your profile up to date at all times. If any of this information changes, you must update your profile within 30 days.
- 4.** Two recent passport-size photographs, both signed.
- 5.** Verification of Licensure from every state where you hold a license.





## Renewal & Reinstatement:

### RENEWAL:

1. **\$360** Renewal Fee
2. Licenses expire every 24 months, your expiration date will be printed on the license.
3. First license is valid for at least 12 months and then expires at the end of the next cycle.
4. If you fail to renew on time, you have a 60 day grace period to renew, after which your license is automatically revoked and you will have to apply for reinstatement.

### REINSTATEMENT:

1. Submit a letter to the board requesting reinstatement/reactivation of license.
2. Complete license application and resubmit any verification of licensure and proof of CE. You must submit CE hours for all years since the date of last renewal.
3. Submit [\*\*Declaration of US citizenship\*\*](#).

## CE Requirements:

1. **20 hours of CE** are required each calendar year due by December 31st, of which:
  - a. 15 hours must pertain to the medical or surgical care of animals.
  - b. 5 hours may pertain to a special interest (i.e. practice management, regulatory programs)
  - c. A maximum of 10 hours can be obtained in a multimedia format (such as online).
  - d. For every two year period, two hours must pertain to regulatory issues, controlled substances, or professional ethics.
  - e. Educational courses counting as 3 semester credit hours count as 15 CE hours.
2. You are exempt from CE during the calendar year you graduated from veterinary school.
3. You must retain your own documentation of attendance and completion.
4. Courses must be approved by the Board or be on their [\*\*list of approved sponsors\*\*](#).
5. Board may allow a waiver or extension of CE requirements on an individual basis.

## Temporary License:

The Board may issue a temporary license for a **\$25** fee to practice under the supervision of a licensed veterinarian if:

**1. EXAM APPLICANTS:** Applicant meets all requirements, has submitted an application, and is approved to take the NAVLE exam. License valid until the exam results are known.


- a. If the applicant fails the NAVLE, they may be issued a second temporary license and must continue practicing under supervision.
- b. The applicant can take the NAVLE no more than three times. If the applicant fails twice, they must meet additional requirements set by the Board.
- c.

**2. RECIPROCITY APPLICANTS:** If the applicant is licensed in another state and has applied for a license in Tennessee, a temporary license can be issued upon request.

**3. FOREIGN APPLICANTS:** A graduate of a non-approved veterinary program may apply for a temporary license while enrolled in the Educational Commission for Foreign Graduates Program (ECFVG) or an equivalent program. License valid for a maximum of 18 months.


## FAQ:

How do I change my name or address on my license, and will I get a new license with the changes?


-  You can update your address/name [online](#). The next time you renew your license, you will receive certificates with your updated name and address. If you want an updated certificate before then, you can [order a replacement copy](#) for \$25.

## FAQ Continued:


**Are live/interactive webinars the same as in-person/live classes for continuing education credit?**

 No, online courses are categorized as multimedia and only 10 hours of online CE per renewal period will be counted.

**What is the deadline for applications or requests to be submitted for the Board to review?**

 All requests, applications, notices, complaints, communications, and correspondence must be directed to the Administrative Office of the Board at least 14 days prior to a regularly scheduled meeting or the item will be pushed to the next meeting.

**How can I get a continuing education course approved for credit by the Board?**

 Approval may be obtained by submitting a PDF to the Board that includes the course outline/description, names of speakers/sponsors, date, and number of CE hours requested at least (30) days before the scheduled date of the course.

## Contact

### **Mailing Address:**

Division of Health Licensure and Regulation  
665 Mainstream Drive, Second Floor  
Nashville, TN 37243

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