

VETERINARIAN LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain a veterinarian license.)

APPLICATION AND FEES

- ☐ Online Application for a Veterinarian License - Complete all fields, answer all questions and upload any supporting documentation.
- ☐ Online application can be completed by visiting www.michigan.gov/miplus.
- ☐ Online application for Controlled Substance License (Optional)
- ☐ Application Fee (Application fee + 3-year license fee) (Must be paid by Visa, Mastercard, or Discover credit or debit card.):

 Veterinarian By Exam or Endorsement – \$239.70
 Veterinarian Relicensure – \$259.70
 Controlled Substance – \$254.10

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- ☐ Criminal Background Check – Once the online application is completed and submitted you will be emailed an Application Confirmation letter containing instructions to complete the Criminal Background Check (except those applicants seeking relicensure, if the license expired within the last three years).
- ☐ Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking a license.
- ☐ Social Security Number – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining a SSN or do not have a SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- ☐ Verification of Licensure – If you hold a current license or ever held a license as a veterinarian, verification of licensure will be required to be submitted directly to this office by the licensing agency of any state of the United States in which you hold or ever held a license. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- ☐ You may apply for a controlled substance license by completing the controlled substance license fields on the application. If you do not apply for a controlled substance license on your initial application, you must wait for the veterinarian license to be issued before applying for a controlled substance license.

MICHIGAN VETERINARIAN LICENSING GUIDE

- ❑ Beginning September 1, 2019, individuals seeking a controlled substance license or who is licensed to prescribe or dispense controlled substances must have completed a 1-time training in opioids and controlled substances awareness that meets the standards established in Administrative Rule 338.3135 prior to being issued a license.
- ❑ English Language Proficiency – An individual applying for licensure is required to demonstrate a working knowledge of the English language. This can be established if the required health professional educational program was taught in English, the applicants transcript establishes that they earned not less than 60 college level credits from an English-speaking graduate or undergraduate school, or pass an approved English proficiency exam as established by the department in R 338.7002b of the Public Health Code – General Rules.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY EXAM

- ❑ Applicants must have graduated from an American Veterinary Medical Association (AVMA) approved veterinarian educational program. Official Transcripts must be submitted directly to this office from the educational program and must show degree earned and the date it was conferred. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- ❑ Certification of passing scores on the North American Veterinary Licensing Examination (NAVLE) must be submitted directly to this office from the American Association of Veterinary State Boards (AAVSB). The jurisdiction selected on a candidate's veterinarian application will automatically receive an official score report. To transfer your examination scores and credential records to this office, you will need to complete an AAVSB VAULT Transfer Service <https://aavsb.org/licensure-assistance/>.
- ❑ If you did not graduate from an AVMA approved program, you must arrange for proof of certification to be sent directly to this office from either the Educational Commission for Foreign Veterinary Graduates (ECFVG) or the Program for the Assessment of Veterinary Education Equivalence (PAVE). Contact ECFVG at (847) 925-8070, ext. 6778, or ecfvq@avma.org. Contact PAVE at (877) 698-8482, or www.aavsb.org/PAVE.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT

- ❑ **Applicants for licensure by endorsement must hold an active license as a veterinarian in another state of the United States.** Applicants who do not meet the active license requirement must meet the requirements of licensure by examination.
- ❑ Applicants must have graduated from an American Veterinary Medical Association (AVMA) approved veterinarian educational program. Official Transcripts must be submitted directly to this office from the educational program and must show degree earned and the date it was conferred. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

MICHIGAN VETERINARIAN LICENSING GUIDE

- ☐ If you did not graduate from an AVMA approved program, you must arrange for proof of certification to be sent directly to this office from either the Educational Commission for Foreign Veterinary Graduates (ECFVG) or the Program for the Assessment of Veterinary Education Equivalence (PAVE). Contact ECFVG at (847) 925-8070, ext. 6778, or ecfvq@avma.org. Contact PAVE at (877) 698-8482, or www.aavsb.org/PAVE.
- ☐ If you have not been licensed as a veterinarian in another state for a minimum of 5 continuous years, certification of your passing examination scores on the North American Veterinary Licensing Examination (NAVLE) must be submitted directly to this office from the American Association of Veterinary State Boards (AAVSB). To transfer your examination scores and credential records to this office, you will need to complete an American Association of Veterinary State Boards (AAVSB) VAULT Transfer Service <https://aavsb.org/licensure-assistance/>.

ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE

- ☐ Online application can be completed by visiting www.michigan.gov/miplus, select **MiPlus Login**, select **"Modification"** next to your license number and then select **"Relicensure."**
- ☐ **Applicants for relicensure whose license has been lapsed for less than 3 years at the time of application must submit the following:**
 - ☐ Submit copies of certificates showing proof of having completed 45 hours of board-approved continuing education within the 3-year period immediately preceding the application for relicensure that includes:
 - A minimum of 30 hours that are scientific in nature. Scientific in nature includes the science of diagnosis, treatment, and prevention of disease as it relates directly to a patient or topics such as public veterinary practice, epidemiology, food safety, public health, animal welfare, or antimicrobial stewardship.
 - A minimum of 1 hour shall relate to medical records
 - A minimum of 1 hour shall relate to state veterinary law and/or federal or state controlled substance laws.
 - A minimum of 10 hours must be completed live and in-person.
 - See [R 338.4933](#) of the Veterinary Medicine Administrative Rules for a complete list of requirements and for a list of approved continuing education sponsors.
- ☐ **Applicants for relicensure whose license has been lapsed for 3 years or more at the time of application must satisfy either of the following:**
 - ☐ Have successfully passed the North American Veterinary License Examination (NAVLE) that was taken within the 3 years preceding this application for relicensure. Provide certification of your passing examination scores submitted directly to this office from the examination agency. The jurisdiction selected on a candidate's veterinarian application will automatically receive an official score report. To transfer your examination scores and credential records to this office, you will need to complete the American Association of Veterinary State Boards (AAVSB) VAULT Transfer Service <https://aavsb.org/licensure-assistance/>.

MICHIGAN VETERINARIAN LICENSING GUIDE

OR

- ☐ Submit verification that you have held a license as a veterinarian in another state at any time during the 3-year period immediately preceding the application for relicensure **AND** submit copies of certificates showing proof of having completed 45 hours of board-approved continuing education within the 3-year period immediately preceding the application for relicensure that includes:
 - A minimum of 30 hours that are scientific in nature. Scientific in nature includes the science of diagnosis, treatment, and prevention of disease as it relates directly to a patient or topics such as public veterinary practice, epidemiology, food safety, public health, animal welfare, or antimicrobial stewardship.
 - A minimum of 1 hour shall relate to medical records
 - A minimum of 1 hour shall relate to state veterinary law and/or federal or state controlled substance laws.
 - A minimum of 10 hours must be completed live and in-person.
 - See [R 338.4933](#) of the Veterinary Medicine Administrative Rules for a complete list of requirements and for a list of approved continuing education sponsors.

RENEWAL REQUIREMENTS CHECKLIST

- ☐ Online Application For a Veterinarian Renewal – Can be completed by visiting www.michigan.gov/miplus
- ☐ Renewal Application Fee (Must be paid by Visa, Mastercard, or Discover credit or debit card.):
Veterinarian Renewal Application Fee: \$214.20
Controlled Substance Renewal Application Fee: \$243.30
- ☐ Renewal Cycle: 3 years
- ☐ Good Moral Character Questions – Documentation will be required if you answer “yes” to either question to show at the current time you have the ability to, and are likely to, serve the public in a fair, honest and open manner, that you are rehabilitated, or that the substance of the former offense is not reasonably related to the occupation or profession for which you are seeking license renewal.
- ☐ Disciplinary Question – Documentation will be required if you answer “yes” to having sanctions imposed against you by a similar licensure, registration, certification, or disciplinary board of another state or country you have not previously reported to the department.
- ☐ Accept Renewal Attestation - By accepting the renewal attestation you as the licensee are certifying that you have met all the Veterinarian renewal requirements. Beginning with renewal cycles expiring on or after 12/31/22, and all renewal cycles thereafter, a licensee seeking renewal of a Veterinarian license must complete 45 hours of board-approved continuing education that includes:
 - A minimum of 30 hours that are scientific in nature. Scientific in nature includes the science of diagnosis, treatment, and prevention of disease as it relates directly to a patient or topics such

MICHIGAN VETERINARIAN LICENSING GUIDE

as public veterinary practice, epidemiology, food safety, public health, animal welfare, or antimicrobial stewardship.

- A minimum of 1 hour shall relate to medical records
- A minimum of 1 hour shall relate to state veterinary law and/or federal or state controlled substance laws.
- A minimum of 10 hours must be completed live and in-person.
- See [R 338.4933](#) of the Veterinary Medicine Administrative Rules for a complete list of requirements and for a list of approved continuing education sponsors.satisfies the requirements of [R 338.4933](#) of the Veterinary Medicine Administrative Rules.

- ☐ Your controlled substance licenses will renew along with the veterinarian license, unless you uncheck the “renew cs” box on the renewal application.
- ☐ Beginning with the 2022 renewal cycles, and all renewal cycles thereafter, controlled substance licensees must have completed prior to renewal a 1-time training in opioids and controlled substance awareness that meets the standards established in Administrative Rule 338.3135.

HELPFUL RESOURCES AND FORMS

- ☐ By visiting www.michigan.gov/healthlicense and clicking on the veterinary medicine link you can access the following helpful resources and forms:
- ☐ Resources:
 - ☐ Public Health Code
 - ☐ Administrative Rules for Veterinary Medicine