



AUDIOLOGY LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain licensure in the Audiology field.)

APPLICATION AND FEES

- Submit paper Audiology License Application - Complete all fields, answer all questions, and have any supporting documentation emailed or mailed to our office.
- Applications and required forms can be found at michigan.gov/healthlicense, then choose Audiologist.
- Application Fee (must be paid by check or money order payable to The State of Michigan):
Audiologist -- \$292.05
Audiologist Relicensure -- \$312.05
- Initial licenses are issued for a year or less to get you into the renewal cycle for your profession.

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

- Criminal Background Check – Once the application is received, you will be mailed 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.
- Human Trafficking – Beginning April 22, 2021, individuals seeking licensure must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.1a prior to being issued a license. The training must only be completed one time.
- 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, a statement in writing is required at the time the application is submitted.
- Verification of Licensure – If you hold a current license or ever held a license as an audiologist, 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.

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- Professional Education – Graduate date, and Name of school attended and educational program completed.
- If the educational program was not taught in the US, the following documentation is required:
 - A credential evaluation by an evaluation agency accredited by NACES. If education was not taught in English, you must achieve an overall score of 80 or above on the TOEFL iBT examination. Credential evaluations can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
 - Official verification which must come directly from any other country in which you have ever held an audiology license or registration and includes documentation of any disciplinary action taken or pending.
 - Proof that you have completed 9 months (1,080 clock hours) of supervised clinical experience under a licensed audiologist in the United States.
- Clinical Audiology Work Experience Form – This form verifying a minimum of 9 months of supervised clinical audiology experience must be filled out by your supervisor, and can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909 directly from your supervisor. **NOT REQUIRED IF YOU HAVE EARNED AN Au.D. DEGREE.**
- Final, Official Transcripts – Transcripts must be submitted directly to our office from the school attended and meet the standards set forth by the Board. Transcripts can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

ADDITIONAL REQUIREMENTS FOR AUDIOLOGY LICENSURE BY EXAMINATION

- You are required to pass the PRAXIS Series II Audiology Test (PRAXIS). Once you have passed the test, contact ETS and have your score report sent to the Michigan Board of Audiology by e-mail at bplhelp@michigan.gov; OR
- If you submit proof that you hold your certification of clinical competency in audiology (CCC-A) from ASHA or board certification in audiology by the ABA that has been held up to September 1, 1995, then it is presumed that you meet the education, clinical experience, and examination requirements.

ADDITIONAL INFORMATION FOR AUDIOLOGY LICENSURE BY ENDORSEMENT

- Verification of Licensure – Our office will do its best to verify any licenses held online, however the license cannot be verified online a paper verification will be required. Paper verifications can be submitted directly to this office by the licensing agency of any state in 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. **Of note: You must hold a current, unencumbered audiology license or registration from another state with substantially equivalent requirements.**
- If you do not hold a substantially equivalent license, the following is required:
 - You must either:
 - Possess a master's or doctoral degree in audiology from an accredited educational program; and
 - Complete 9 months (1,080 clock hours) of supervised clinical experience in audiology; and
 - Pass the PRAXIS; and
 - Provide verification of an unencumbered registration or license from another state or territory of the US, whether current or expired; **OR**
 - Submit a CCC-A ASHA certification, or a board certification in audiology from the ABA.

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ADDITIONAL INFORMATION FOR AUDIOLOGY RELICENSURE

- If your license has been lapsed for less than 3 years, you must submit the following:
 - Proof of 20 hours of continuing education credit obtained within the last 2 years before relicensure. At least one of these hours must be in pain and symptom management.
- If the license has been lapsed for 3 years or more, you must submit the either of the following:
 - Retake and pass the PRAXIS; **OR**
 - Submit evidence that you were registered or licensed as an audiologist in another state during the 2-year period immediately preceding relicensure.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application For Audiology Renewal – Can be completed by visiting www.michigan.gov/elicense
- Renewal Application Fee (Must be paid by Visa, Mastercard, or Discover credit or debit card or by electronic check): \$324.60
- Renewal Cycle: 2 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.
- Human Trafficking – Beginning in 2017, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.1a prior to renewing their license. The training must only be completed one time.
- Accept Renewal Attestation (**for full licensees only**) -- By accepting the renewal attestation you as the licensee are certifying that you have met all of the following continuing education requirements during the 2-year period immediately preceding the application for renewal:
 - 20 hours of continuing education in courses approved by the board of which includes a minimum of 1 hour in pain and symptom management.
- Additional information regarding continuing education can be found by accessing the Administrative Rules for Audiology at: www.michigan.gov/healthlicense and click on the Audiologist link.

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/healthlicense and clicking on the Audiology link you can access the following helpful resources and forms:

Resources:

- Public Health Code
- Administrative Rules for Audiology

Forms:

- Audiology Application and Relicensure
- Clinical Audiology Work Experience Form