

**MICHIGAN OPTOMETRIST CLINICAL ACADEMIC LIMITED
LICENSING GUIDE**

LICENSURE REQUIREMENTS CHECKLIST
(Listed below are the minimum requirements needed to obtain an optometrist clinical academic limited license.)

APPLICATION AND FEES

- Online Application For an Optometrist Clinical Academic Limited License - Complete all fields, answer all questions and upload any supporting documentation.
- Online application can be completed by visiting www.michigan.gov/miplus
- Application Fee (Application fee + 1-year license fee) (Must be paid by Visa, Mastercard, or Discover credit or debit card.):
 - Optometrist Clinical Academic Limited – \$54.00
 - Optometrist Clinical Academic Limited Relicensure – \$74.00

THE FOLLOWING REQUIREMENTS APPLY TO ALL NEW AND RELICENSURE 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.
- Human Trafficking – Beginning December 21, 2021, individuals seeking licensure must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.303 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, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- Verification of Licensure – Verification/certification must be submitted directly to this office by the licensing agency of any state of the United States or province of Canada in which you hold a current license or have ever held an optometry license. Verification includes, but is not limited to, showing proof of any disciplinary

MICHIGAN OPTOMETRIST CLINICAL ACADEMIC LIMITED LICENSING GUIDE

action taken or pending disciplinary action imposed. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

- Final, official transcripts confirming your doctor of optometry degree and the date it was conferred, submitted directly to this office from your school. Documentation can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Proof of appointment to a faculty position at a board-approved professional optometric degree program, submitted directly to this office from the school. Documentation can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- 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.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application For Optometrist Clinical Academic Limited Renewal – Can be completed by visiting www.michigan.gov/miplus
- Optometrist Clinical Academic Limited Renewal Application Fee: \$27.00 (Must be paid by Visa, Mastercard, or Discover credit or debit card.)
- Renewal Cycle: 1 year
- Proof of appointment to a faculty position at a board-approved professional optometric degree program, submitted directly to this office from the school. Documentation can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- 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 the following continuing education requirements during the renewal period and have completed the training in identifying victims of human trafficking:
 - Continuing Education:
 - 10 hours of continuing education in board-approved courses or programs completed during the 1-year renewal period in pharmacological management of ocular conditions.

MICHIGAN OPTOMETRIST CLINICAL ACADEMIC LIMITED LICENSING GUIDE

- Human Trafficking –
 - Beginning in 2019, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.303 prior to renewing their license. The training must only be completed one time.
- Additional information regarding continuing education can be found by accessing the Administrative Rules for Optometry at: www.michigan.gov/healthlicense and click on the Optometry link.

HELPFUL RESOURCES AND FORMS

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

Resources:

- Public Health Code
- Administrative Rules for Optometry