

AUDIOLOGY LICENSING GUIDE

LICENSURE REQUIREMENTS CHECKLIST

(Listed below are the minimum requirements needed to obtain an Audiologist license.)

APPLICATION AND FEES

- Online Application for an Audiology 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 (must be paid by Visa, Mastercard, American Express, or Discover credit or debit card.):

Audiologist -- \$454.35
Audiologist Relicensure -- \$474.35

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS (EXCEPT RENEWAL)

- 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 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 an SSN or do not have an SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- Verification of Licensure –Verification of licensure must be sent directly to our office by the licensing agency of any state or province of Canada in which you hold or ever held a license as an audiologist. Verification includes, but is not limited to, showing proof that the applicant’s license is in good standing and, if applicable, the record of any disciplinary action taken or pending against the applicant. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.

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- Implicit Bias Training– Beginning June 1, 2022, completion of 2 hours of implicit bias training within the 5 years immediately preceding issuance of the license or registration is required.
- English Language Proficiency- An individual applying for licensure must demonstrate a working knowledge of the English language. This can be established if either the applicant’s required health professional educational program was taught in English, a transcript establishes the applicant earned not less than 60 college level credits from an English-speaking graduate or undergraduate school, or that the applicant obtained a passing score on an approved English proficiency exam as established by the department under [R 338.7002b\(2\)](#) of the Public Health Code – General Rules.
- Professional Education – Graduate date, and Name of school attended, and educational program completed.
 - If the educational program was not taught in the US, you must demonstrate a working knowledge of the English language as stated above. The following documentation is also required:
 - A credential evaluation by an evaluation agency accredited by NACES. 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.
- 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 INFORMATION 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.
- 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.
- 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.**

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ADDITIONAL INFORMATION FOR AUDIOLOGY LICENSURE BY ENDORSEMENT

- Must hold a current and full audiologist license in another state or province of Canada. Verification of licensure must be sent directly to our office by the licensing agency of any state or province of Canada which you hold or ever held a license as an audiologist. Verification includes, but is not limited to, showing proof that the applicant's license is in good standing and, if applicable, any disciplinary action taken or pending against the applicant. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.
- Verification of the completion of the educational requirements for an audiologist license in a province of Canada or another state to obtain licensure as an audiologist in a province of Canada or another state. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing at PO Box 30670, Lansing, MI 48909.
- Have passed either of the following examinations: National Teachers Examination (NTE) in Audiology, Praxis Series II Examination in Audiology, or the Canadian Entry-to-Practice Exam for Audiology (CETP Exam).
- If the applicant has held an audiologist license for less than 18 months, the applicant will need to complete a 9 month of supervised clinical experience under a licensed audiologist, in the US.

ADDITIONAL INFORMATION FOR AUDIOLOGY RELICENSURE

- Online application can be completed by visiting www.michigan.gov/miplus. Once logged in, select **Licenses**, select "**Modification**" next to your license number and then select "**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 or a province of Canada during the 2-year period immediately preceding relicensure.

RENEWAL REQUIREMENTS CHECKLIST

- Online Application For Audiology Renewal – Can be completed by visiting www.michigan.gov/miplus

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- Renewal Application Fee (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card.): \$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 2018, and all renewals thereafter, licensees seeking renewal must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.604 prior to renewing their license. The training must only be completed one time.
- Implicit Bias Training – For initial renewals completed after June 1, 2021, completion of one hour of implicit bias training is required for each year of licensure since June 1, 2021. If renewing prior to June 1, 2022, implicit bias training is not required for that renewal. Once the initial renewal is completed, then 1 hour of implicit bias training will be required for each year of the current license cycle going forward. Please note, this is not a one-time training and must be completed for each renewal cycle prior to the renewal being completed.
- Accept Renewal Attestation – 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.

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:

- Clinical Audiology Work Experience Form