

MICHIGAN CHIROPRACTIC EDUCATIONAL LIMITED LICENSING GUIDE

OVERVIEW:

The chiropractic educational limited license type allows a licensee to engage in the practice of chiropractic within the licensee’s postgraduate education program. Chiropractic educational limited licenses are unable to be renewed.

NOTE: The content contained below is a general overview of licensing requirements. Links to access the Public Health Code and Administrative Rules for this profession can be found at the end of this guide.

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LICENSURE REQUIREMENTS CHECKLIST

APPLICATION AND FEES

- Online Application for a Michigan Chiropractic Educational 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 (Must be paid by Visa, Mastercard, Discover, or American Express credit or debit card.):
 Chiropractic Educational Limited: \$55.00

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

Note: The educational limited license is issued for one 6-month period and can be issued only for the purpose of supervised practice as part of your chiropractic education. If you have graduated from your chiropractic educational program, you are NOT eligible for this license.

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- 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 (SSN) – 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 of the United States or country in which you hold or ever held a license. The verification must show that disciplinary proceedings are not pending against the applicant, and sanctions are not in force at the time of application. Verification can be emailed to bpldata@michigan.gov or mailed to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.
- Human Trafficking – Individuals seeking licensure must have completed training in identifying victims of human trafficking that meets the standards in Administrative Rule 338.12031 prior to being issued a license. The training must only be completed one time.
- Implicit Bias Training – Individuals seeking licensure must have completed a minimum of 2 hours of implicit bias training within the 5 years immediately preceding issuance of the license as established by the department in R 338.7004 of the Public Health Code – General Rules.
- 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.
- Certification of Chiropractic Education form AND official transcripts submitted to this office directly from your educational institution. You must have successfully completed at least 2 years of education in a college of arts and sciences **AND** at least 1 of the following: 2 years, or four semesters, or six-quarter terms in an approved chiropractic educational program accredited by the Council on Chiropractic Education.
- Supervision Confirmation Form. Forward the form to the supervisor of your training for completion. It must be submitted directly to this office by your supervisor.

HELPFUL RESOURCES AND FORMS

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

Resources:

- [Michigan Public Health Code](#)
- [Chiropractic Administrative Rules](#)

FREQUENTLY ASKED QUESTIONS

1. How can I contact the Board of Chiropractors, Licensing Division?

Email (Questions): BPLHelp@michigan.gov

Email (Submit Documents): BPLData@michigan.gov

Phone: (517) 241-0199

Mailing Address: Bureau of Professional Licensing
Board of Chiropractors
PO Box 30670
Lansing, MI 48909

2. How change I change my name and address?

Name and address changes must be completed through your MiPLUS account by submitting a modification. You are required to upload supporting documentation such as a driver's license, marriage certificate, divorce decree, or court order for all name changes.

3. How long will you keep my licensure application on file?

Your application and fee are valid for two years. If you fail to meet the licensure requirements within that time period, your application and fees are no longer valid.

4. How long does it take to process my application for licensure? Once processed, how long before I receive my license?

Applications are reviewed in the order by date received. Processing time typically varies from 4 to 6 weeks from the date your application is received. Once all the required information is submitted and accepted your license will be issued. If all licensure requirements are not met upon application review, you will receive an email requesting any outstanding items needed to complete your application. Once you are approved for licensure, it takes approximately 7 to 10 business days to receive the license by mail, if requested. Immediately upon license issuance a PDF of the license will also be sent to the email address provided on the application.

5. How do I file a complaint against a health care professional?

Visit the Bureau of Professional Licensing's website at www.michigan.gov/bpl for information on how to [File a Complaint Against a Health Care Licensee](#).