Active Military/Military Spouse/Veterans/Veteran Spouse

For licensure by endorsement, a physical therapist or physical therapist assistant **MUST** have an active license in another state prior to practicing in North Carolina. Military applicants will have an expedited process to obtain a temporary permit to practice while the application process is completed for full licensure. It is the applicant’s responsibility to make sure all forms are sent to the Board.

**Step 1. To obtain a Temporary Permit, the Board must receive the following:**

1. A completed **Endorsement Military Application Form**: Applications can be completed online. Military applicants should 1) mark yes to the question about military on the main application. Applicants can also 2) upload their military documents as part of the online application. **PLEASE NOTE**: Application fee of $150.00 is waived, CBC fee is not waived.

2. **Proof of Military Identification**: Example: Military ID, Military Orders, Military discharge forms for waiver of application fees. A request for this will be sent when application is received and can be returned via email or fax, if not uploaded.

3. **Permit form**: A permit form will be sent to applicants after the application is received. It will need to be completed by all applicants desiring a permit and returned via email or fax.

4. **Examination scores**: To have scores sent electronically to the NCBPTE, go to [http://www.fsbpt.org/Licensees/BecomeLicensedinAnotherState/ScoreTransferService.aspx](http://www.fsbpt.org/Licensees/BecomeLicensedinAnotherState/ScoreTransferService.aspx)

5. **License Verification**: The NC PT Board will verify online that the applicant has an active license in another state.

6. **Jurisprudence Exercise 1**: The applicant can complete the exercise at [www.ncptboard.org](http://www.ncptboard.org)

7. Submission of the completed Authorization for Release of Information as evidence that the FBI/SBI fingerprint criminal background check has been initiated.

**After completion of Step 1, a Temporary Permit is emailed to the applicant.**

**Please Note**: According to § 93B-15.1.(f), ‘the permit shall remain valid for the later of one year or the required renewal date for the occupation the temporary practice permit was issued for or until a license, certification, or registration is granted or until a notice to deny a license, certification, or registration is issued in accordance with rules adopted by the occupational licensing board.’
**Step 2. To obtain a Full License, the Board must receive the following:**

1. **Certification of Education**: An official transcript from the school OR completion of The Certification of Education Form mailed directly from the school. Please see the website for foreign trained applicants.

2. **Two Character References**: Character reference forms must be received from individuals other than relatives who have known the applicant for at least one year. These are mailed from the reference to the Board office.

3. **Official Verification of a Current License in Another State**: A license verification must come directly from a Board where the applicant holds a current license.

4. **The FBI/SBI fingerprint criminal background check results** must be received by the NC Board of PT Examiners.

The application is sent to the Board for review. Upon approval a License is issued and a licensure packet is mailed.

Questions pleased contact:

NC Board of Physical Therapy Examiners  
8300 Health Park, Suite 233  
Raleigh, NC 27615  
Telephone: (800) 800-8982 or (919) 490-6393  
Website: www.ncptboard.org  
Fax: (919)490-5106  
Email: angela.licensing@ncptboard.org