APPLICATION INSTRUCTIONS

Endorsement of PT/PTA License
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. Active Military/Military Spouses/Veterans 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

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

6. The Board will review the temporary permit application.

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. Jurisprudence Exercise 1: The applicant can complete the exercise at www.ncptboard.org in online services after your application has been reviewed.

5. Criminal background check process

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

Questions please 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

Additional NPTE Score information:

A. NPTE Exam: If the raw score for examinations taken prior to July 1, 1993 is not available from the board in another state, the score must be issued by the FSBPT Score Transfer Service, 124 West Street South, Third Floor, Alexandria, VA 22314. Beginning with the July, 1993 examination, unless the score is based on the 200 - 800 scale, it must be issued by the FSBPT Score Transfer Service. Should the score fail to meet the North Carolina passing level, the applicant must take the examination and pay the cost of reexamination.

B. State Board Generated Exams (physical therapists only): Scores must be sent by the state that administered the examination. If the examination is not substantially equivalent to the North Carolina examination or the scores are not acceptable, the applicant must take the NPTE examination and must pay the cost of the examination.
§ 93B-15.1. Licensure for individuals with military training and experience; proficiency examination; licensure by endorsement for military spouses; temporary license.

(a) Except as provided by subsection (a2) of this section, and notwithstanding any other provision of law, an occupational licensing board, as defined in G.S. 93B-1, shall issue a license, certification, or registration to a military-trained applicant to allow the applicant to lawfully practice the applicant's occupation in this State if, upon application to an occupational licensing board, the applicant satisfies the following conditions:

(1) Has been awarded a military occupational specialty and has done all of the following at a level that is substantially equivalent to or exceeds the requirements for licensure, certification, or registration of the occupational licensing board from which the applicant is seeking licensure, certification, or registration in this State: completed a military program of training, completed testing or equivalent training and experience, and performed in the occupational specialty.

(2) Has engaged in the active practice of the occupation for which the person is seeking a license, certification, or permit from the occupational licensing board in this State for at least two of the five years preceding the date of the application under this section.

(3) Has not committed any act in any jurisdiction that would have constituted grounds for refusal, suspension, or revocation of a license to practice that occupation in this State at the time the act was committed and has no pending complaints.

(4) Repealed by Session Laws 2017-28, s. 3, effective July 1, 2017, and applicable to applications submitted on or after that date.

(a1) No later than 30 days following receipt of an application, an occupational licensing board shall notify an applicant when the applicant's military training or experience does not satisfy the requirements for licensure, certification, or registration and shall specify the criteria or requirements that the board determined that the applicant failed to meet and the basis for that determination.

(a2) An occupational licensing board, as defined in G.S. 93B-1, shall issue a license, certification, or registration to a military-trained applicant to allow the applicant to lawfully practice the applicant's occupation in this State if the military-trained applicant, upon application to the occupational licensing board:

(1) Presents official, notarized documentation, such as a U.S. Department of Defense Form 214 (DD-214), or similar substantiation, attesting to the applicant’s military occupational specialty certification and experience in an occupational field within the board's purview; and

(2) Passes a proficiency examination offered by the board to military-trained applicants in lieu of satisfying the conditions set forth in subsection (a) of this section; however, if an applicant fails the proficiency examination, then the applicant may be required by the board to satisfy those conditions.

In any case where a proficiency examination is not offered routinely by an occupational licensing board, the board shall design a fair proficiency examination for military-trained applicants to obtain licensure, certification, or registration under this section. If a proficiency examination is offered routinely by an occupational licensing board, that examination shall satisfy the requirements of this section.

(b) Notwithstanding any other provision of law, an occupational licensing board, as defined in G.S. 93B-1, shall issue a license, certification, or registration to a military spouse to allow the military spouse to lawfully practice the military spouse's occupation in this State if, upon application to an occupational licensing board, the military spouse satisfies the following conditions:

(1) Holds a current license, certification, or registration from another jurisdiction, and that jurisdiction's requirements for licensure, certification, or registration are substantially equivalent to or exceed the requirements for licensure, certification, or registration of the occupational licensing board for which the applicant is seeking licensure, certification, or registration in this State.

(2) Can demonstrate competency in the occupation through methods as determined by the Board, such as having completed continuing education units or having had recent experience for at least two of the five years preceding the date of the application under this section.

(3) Has not committed any act in any jurisdiction that would have constituted grounds for refusal, suspension, or revocation of a license to practice that occupation in this State at the time the act was committed.
Is in good standing; has not been disciplined by the agency that had jurisdiction to issue the license, certification, or permit; and has no pending complaints.

Repealed by Session Laws 2017-28, s. 3, effective July 1, 2017, and applicable to applications submitted on or after that date.

c) All relevant experience of a military service member in the discharge of official duties or, for a military spouse, all relevant experience, including full-time and part-time experience, regardless of whether in a paid or volunteer capacity, shall be credited in the calculation of years of practice in an occupation as required under subsection (a) or (b) of this section.

(c1) Each occupational licensing board shall publish a document that lists the specific criteria or requirements for licensure, registration, or certification by the board, with a description of the criteria or requirements that are satisfied by military training or experience as provided in this section, and any necessary documentation needed for obtaining the credit or satisfying the requirement. The information required by this subsection shall be published on the occupational licensing board’s Web site and the Web site of the Department of Military and Veterans Affairs.

d) A nonresident licensed, certified, or registered under this section shall be entitled to the same rights and subject to the same obligations as required of a resident licensed, certified, or registered by an occupational licensing board in this State.

e) Nothing in this section shall be construed to apply to the practice of law as regulated under Chapter 84 of the General Statutes.

f) An occupational licensing board shall issue a temporary practice permit to a military-trained applicant or military spouse licensed, certified, or registered in another jurisdiction while the military-trained applicant or military spouse is satisfying the requirements for licensure under subsection (a) or (b) of this section if that jurisdiction has licensure, certification, or registration standards substantially equivalent to the standards for licensure, certification, or registration of an occupation licensing board in this State. The temporary 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 by the occupational licensing board.

g) An occupational licensing board may adopt rules necessary to implement this section.

h) Nothing in this section shall be construed to prohibit a military-trained applicant or military spouse from proceeding under the existing licensure, certification, or registration requirements established by an occupational licensing board in this State.

i) For the purposes of this section, the State Board of Education shall be considered an occupational licensing board when issuing teacher licenses under Article 17E of Subchapter V of Chapter 115C of the General Statutes.

j) For the purposes of this section, the North Carolina Medical Board shall not be considered an occupational licensing board.

k) An occupational licensing board shall not charge a military-trained applicant or a military spouse an initial application fee for a license, certification, registration, or temporary practice permit issued pursuant to this section. Nothing in this subsection shall be construed to prohibit an occupational licensing board from charging its ordinary fee for a renewal application or prohibit a third party from charging actual costs for a service such as a background check. (2012-196, s. 1; 2014-67, s. 1; 2015-143, s. 1; 2015-241, s. 24.1(r); 2015-268, s. 7.3(a); 2017-28, s. 3; 2017-189, s. 6(a).)