Audiology and Speech-Language Pathology Advisory Committee

Application Process Overview
Audiology and Speech-Language Pathology Advisory Committee

- License qualified individuals
- Regulates the practice of audiology and speech-language pathology
- Investigates complaints and takes disciplinary action
License to Practice

- No one may practice as an audiologist without a current, active license
- You worked hard to complete your educational program, but you cannot practice unless you have a license
- Once you get your license, you need to keep it active and in good standing
License to Practice

• How do you get a license?
• How do you keep a license in good standing?
When Should I Begin the Application Process?

• Start Early!
• Right now would be a good time.
How Do I Get an Application Form?

Applications can be downloaded from the Board’s website at:

www.NJConsumerAffairs.gov/aud
1. Submit an application ($75)
2. Send supporting documents to the Board
3. Receive fingerprint instructions
4. Schedule a time to submit your fingerprints
5. Complete the NJ Orientation Program
6. Submit additional information *(as required)*
7. Submit Registration Form ($170)
Application Fees

- Application Fee:
  - $75
  - Payable by check or money order
  - *NO CASH*
Application Questions

- Moral Character – Arrests/Convictions
- Student Loans
- Child Support
- Ability to Practice – Physical/Cognitive
- Use of Illegal Chemical Substances
Jurisprudence Orientation

- FREE
- Offered online, available 24/7, can be found at [http://www.state.nj.us/lps/ca2/aud/exam/](http://www.state.nj.us/lps/ca2/aud/exam/)
- Helps you understand that regulations exist, what they say, and where to find them
- Statutes and regulations are available on the Board’s website: [www.NJConsumerAffairs.gov/aud](http://www.NJConsumerAffairs.gov/aud)
- Remember to review the statutes, regulations and uniform regulations
Criminal History Background Check

- You must complete the “Certification and Authorization Form” as part of the application.
- You will receive a letter with instructions on how to schedule an appointment to have your fingerprints digitally recorded.
- Go online to schedule an appointment and pay the fee directly to the MorphoTrust.
Criminal History Background Check “Tips”

- This can be the longest part of the application process
- You can schedule an appointment as soon as you receive the notice to schedule
- Processing time is 7-10 days after the digital scan
Initial Registration Fee

• Once your application has been approved you will receive an “Initial Registration Form”

• You must verify the information and return with the appropriate fee ($170)
Keeping Your License Current

• Licenses are valid for 2 years

• Every speech-language pathologist or audiologist license expires in October of odd-numbered years

• You must keep your address current with the Board to receive renewal notices

• Renewals are done online and require a renewal fee *(currently $170)*
Continuing Education

- You must complete your continuing education prior to renewal (December 31 of every even-numbered year)

- Licensed speech-language pathologist or audiologist must complete 20 credits during each biennial licensure period
  - 10 may be done as "self-study"

- You may be able to complete less continuing education during your first renewal period
Communication

- If you get a letter from the Board – read it

- If the Board asks for you to respond to it – do it in a timely fashion (duty to cooperate)

- If you move, change your name, start working in a new location – contact the Board and update your information
Where Do I Send Mail for the Audiology and Speech-Language Pathology Advisory Committee?

**Mailing Address**
Audiology and Speech-Language Pathology Advisory Committee
P.O. Box 45002
Newark, NJ 07101

**Physical Address**
Audiology and Speech-Language Pathology Advisory Committee
124 Haley Street
Newark, NJ 07102
Tips for the Application Process

• Mail the application with as much supporting information as possible

• Be clear about what name(s) appear on your application and supporting documents

• Use the P.O. Box to mail items to the Board

• Submit as much information as possible, if you answer “yes” to any of the questions
Useful Websites

Audiology and Speech-Language Pathology Advisory Committee
www.NJConsumerAffairs.gov/aud

Application Status
www.NJConsumerAffairs.gov/Pages/licensingboards.aspx

License Verifications
www.NJConsumerAffairs.gov/Pages/licensingboards.aspx