

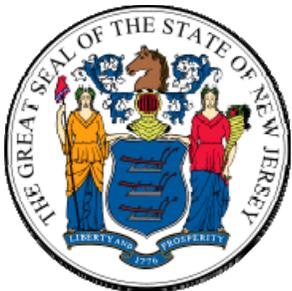
State Board of Veterinary Medical Examiners

Application Process Overview



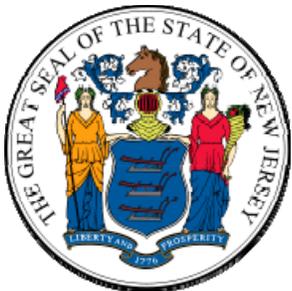
How Do I Get an Application Form?

- You can download an application form on the State Board of Veterinary Medical Examiners (*Board*) website, NJConsumerAffairs.gov/vet



Application Process

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 JP Orientation Program
6. Submit additional information (*as required*)
7. Submit Registration Form (\$250/\$125)



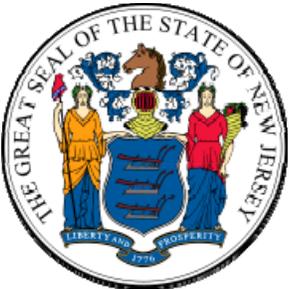
Application Fees

- Application Fee: \$75.00 (*non-refundable*)
- Payable by *CHECK* or *MONEY ORDER*
- NO CASH



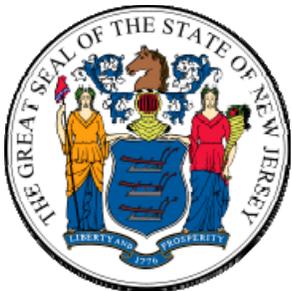
Jurisprudence Orientation

- FREE Online – Available 24/7
- Helps you understand that regulations exist, what they say, and where to find them
- Statutes and Regulations are available on the Board's website NJConsumerAffairs.gov/vet
- Remember to review the statutes, regulations and uniform regulations



Criminal History Background Check

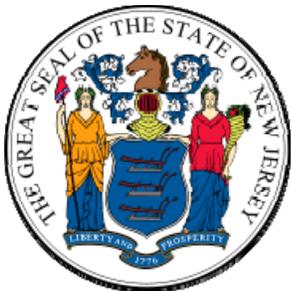
- You must complete the “*Certification and Authorization Form*” as part of the application
- You will receive a letter with instructions on how to schedule an appointment to have your fingerprints digitally recorded
- Go online to schedule an appointment and pay the fee directly to MorphoTrust



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, longer for out-of-state applicants



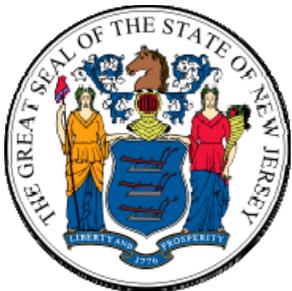
Initial Registration Fee

- After your application has been approved you will receive a final confirmation form
- You must verify the information and return with the appropriate fee (\$250/\$125)



Keeping Your License Current

- After your application has been approved you will receive a final confirmation form
- Licenses are valid for 2 years
- Every veterinarian license expires in June 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 \$250*)



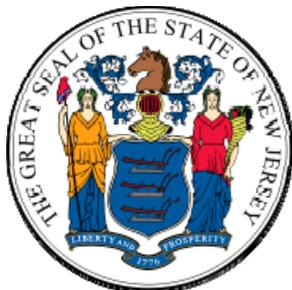
What is the Board's Address?

Mailing Address

State Board of Veterinary Medical Examiners
P.O. Box 45020
Newark, NJ 07102

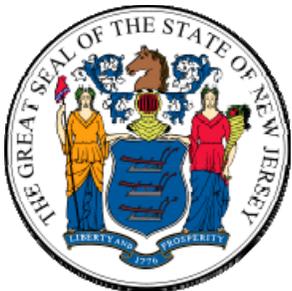
Physical Address

State Board of Veterinary Medical Examiners
124 Halsey Street
Newark, NJ 07101



Tips for the Application Process

- Submit the application with as much supporting information as possible, especially if you answer “yes” to any of the application questions
- Be clear about what name(s) appear on your application and supporting documents
- Use the mailing address to mail items to the Board’s P.O. Box – *it gets to the Board office just as fast as overnight*



Useful Links

State Board of Veterinary Medical Examiners

- [Board Home](#)
- [Statutes and Regulations](#)
- [Applications and Forms](#)
- [Check Status of an Application](#)
- [Jurisprudence Orientation Program](#)

New Jersey Division of Consumer Affairs

- [Division Home](#)
- [Licensing Services](#)
- [Top Tips for License Applicants](#)

