

## Speech-Language Pathologist – Full License Application Checklist

**I. All applicants must submit the following, *in addition to the items in either section II or III* below, before the application is complete and ready for Board approval:**

- \$150.00 Fee (check or money order payable to the Board of SLP)
- A recent 2x2 passport size photo
- Signed and Notarized Application
- Proof of Fingerprinting for Criminal History Records Check
- Completed Law and Regulation Examination

**II. Additional documents to be submitted:**

**If Applicant Holds or Has Held ASHA-Issued Certificate of Clinical Competency:**

- Verification Letter of ASHA Certificate of Clinical Competency (contact ASHA)
- Brief Resume (if applicant has been practicing more than 5 years)
- License affidavit from **all** states in which the applicant is current licensed or has ever been licensed

**If Applicant Does Not Have ASHA-Issued Certificate of Clinical Competency:**

- Official Masters Transcript
- Praxis Exam Scores
- Clinical Fellowship Year Plan (Form AS2)
- Clinical Fellowship Year Verification (Form AS3)

**III. Applicants who currently hold an active Maryland Limited License in Speech-Language Pathology ONLY need to Submit the Following once the Clinical Fellowship Year (CFY) is complete (a new Speech-Language Pathology application is NOT needed):**

- \$150 Fee (check or money order payable to the Board of SLP) **AND:**
- EITHER of the following two options:**

**Option A** - AS3 form for verification of completion of the clinical fellowship year **AND** Passing score on the Praxis examination sent directly to the Board by ETS **AND** Official Master's Degree transcript sent directly to the Board by the school from which the degree was conferred

**Option B** – Primary Source Verification sent directly to the Board from the American-Speech-Language-Hearing Association (ASHA)

**Note:** Law and Regulations Examination

To pass the open book examination, all applicants must score at least 75. You can download the examination from the Board's web site at <https://health.maryland.gov/boardsahs/>.

Use the Forms Link to download and print a copy of the law examination. To complete the examination, refer to the law and regulation reference number included with the question. Use the "Laws (Statutes) & Regulations" link on the Board's web site (left side of the landing page) to access the laws and regulations to answer the questions. Once in the "Laws and Regulations" section, the Laws are accessible through the link at the top of the page and the regulations (COMAR) are accessible through the link at the bottom of the page. A license will **not** be issued unless the Law and Regulation Examination is passed.

**Note:** Criminal History Records Check

Effective October 1, 2016 an applicant for initial licensure must submit evidence to the Board of an application for a criminal history records check (CHRC).

Information and forms regarding the required CHRC is on the Board's Forms page (click on Forms in the Quick Links section).

An application for licensure will not be processed until the application is complete, including submitting evidence of a criminal history records fingerprint receipt.

All applicants should download, fill out, and print the Board's pre-filled LiveScan Pre-Registration Form. The form has relevant Board-specific information already on the form. This form must be presented to the fingerprinting service.

Application forms can be found on the CHRC resources page on the Board's website, by clicking on the "Forms" link. Once you are in the "Forms" section, you will see the information there.

In-state applicants and out-of-state applicants near Maryland may go to an authorized fingerprinting location in Maryland. The CHRC resources page on the Board's website provides a link to the Department of Public Safety & Correctional Services' list of authorized fingerprinting locations.

Out-of-state applicants must contact the Board's administrative assistant at 410-764-4725 to request an official out-of-state fingerprint card to be mailed directly to the applicant before submission of an application for licensure to this Board.

Please note that the CHRC requirement is in addition to answering the disciplinary questions in the application.

## **Continuing Education Requirement Notice**

Continuing education is a requirement to renew a license. Continuing is prorated for most new licensees depending on the issuance date of the full license. Information regarding the amount of continuing education required to renew the license is issued to new licensees.

The continuing education requirement for renewing a speech-language pathology license is 30.0 hours (clock hours) or 3.0 CEUs, completed during two calendar years ending on December 31<sup>st</sup> of the year preceding the expiration date of the license. For example, a license expiring on May 31<sup>st</sup>, 2020, requires that 30 hours or 3.0 CEUs be completed between 1/1/2018-12/31/2019, for the June 1, 2020 renewal.