



JURISPRUDENCE EXAMINATION NO-SHOW AND FAILURE POLICY

The following policy applies to applicants for massage licensure or massage registration. There are no waivers or exceptions to the following:

- All applicants shall successfully take and pass the Board's On line Jurisprudence Examination to qualify for licensure or registration.
- All applicants must take the examination within 30 days of receipt of the Board's eligibility notification. Applicants who fail to take the examination, without prior notification to and approval by the Board, must wait at least sixty (60) days from the date of eligibility notification to retest. **There are no refunds of the examination fee.**
- If an applicant passes the examination, the applicant's file will be submitted for processing.
- An applicant failing the examination the first time may retest any time within the 30-day timeframe.
- An applicant failing the examination a second time may retest again only after waiting at least sixty (60) days from the date of the second failure.
- An applicant failing the examination a third time may retest only after (1) waiting at least ninety (90) days from the date of the third failure; (2) meeting with the Board or the Board's designees at its request; (3) and the approval of the Board. Final approval regarding retesting availability will be made by the Board upon written request of the applicant.
- **An applicant's file shall be closed/terminated one (1) year from the original application date regardless of the status of the applicant in the examination process.** At such occurrence, the applicant may reapply for qualification and submit all required fees, documentation, and an application form as a new applicant. Any/all previous examination failures will be applied to the new application. For example, an applicant failing the examination three (3) times under the first application and then reapplying after a lapse of one year, will still have three (3) failures credited to the application and will require approval of the Board to retest.

Acknowledgement

I have read, understand, and consent to the provisions of the above-stated policy.

Signature _____

Date _____