

Wisconsin Department of Safety and Professional Services

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Madison, WI 53703

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VETERINARY EXAMINING BOARD

INFORMATION FOR COMPLETING VETERINARY TECHNICIAN ENDORSEMENT APPLICATION

APPLICATION:

An applicant for licensure must complete "Application for Veterinary Technician Certification" (Form #653).

FEE:

Fee must accompany your application (Form #653). Checks or money orders should be made payable to the Department of Safety and Professional Services.

CERTIFICATE OF TECHNICAL SCHOOL OR COLLEGE:

Must be submitted for applicants who have completed a 4-semester course in veterinary technology. Forward this form to your veterinary technical school/college to be signed and sealed by the registrar of the school. Request them to submit this form directly to the Veterinary Examining Board.

AFFIDAVIT OF LICENSED VETERINARIAN EMPLOYER:

Must be submitted by those applicants for veterinary technician certification who **have not** completed a 4-semester course in veterinary technology. Forward this form to your employer and request them to submit this form directly to the Veterinary Examining Board.

EXAMINATIONS:

The Veterinary Examining Board uses the Veterinary Technician National Exam (VTNE) as its written examination for veterinary technicians. The Board also utilizes an examination on state laws and rules related to the practice of veterinary technology.

EXAMINATION ON WISCONSIN LAW:

An applicant for licensure shall successfully complete an online open book examination on Wisconsin Statutes and Rules relating to the practice of veterinary technician before a license can be issued in Wisconsin. Online instructions may be obtained on the Department website at dps.wi.gov.

VTNE EXAMINATION:

Complete the VTNE Information Booklet located in the enclosed score transfer request and forward the form and fee to PES Interstate Reporting Service at 475 Riverside Drive, 6th Floor, New York, NY 10115-0089, Telephone: (212) 367-4342.

VERIFICATION OF CERTIFICATION OR LICENSURE IN OTHER STATES:

You are required to have each state board in which you have ever been certified or licensed submit letters of verification to the Wisconsin Veterinary Examining Board. The letters must indicate your date of birth, license number, date of issuance, and a statement regarding disciplinary actions. These letters will be required in order to complete your application for licensure.

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SCHOOL CODE - TECHNICAL SCHOOL OR COLLEGE:

For a list of approved schools, please go to http://www.avma.org/education/cvea/vettech_programs/allprograms.asp.

MAILING INSTRUCTIONS:

Mail your application, the appropriate fee, and documentation to the following address:

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Veterinary Examining Board
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