

# Wisconsin Department of Safety and Professional Services

Office Location: 4822 Madison Yards Way  
Madison, WI 53705  
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LicensE Portal: [License.wi.gov](http://license.wi.gov)  
Email: [dsps@wisconsin.gov](mailto:dsps@wisconsin.gov)  
Website: <http://dsps.wi.gov>

## HEARING AND SPEECH EXAMINING BOARD

### CREDENTIALING INFORMATION FOR SPEECH-LANGUAGE PATHOLOGY APPLICANTS

#### **LICENSURE INFORMATION:**

1. **Application** Complete application and pay applicable fee(s) online via LicensE.
2. **Certificate of Professional Education (Form 1984)** After you graduate, school will submit form directly to the Hearing and Speech Examining Board.
3. **American Speech-Language Hearing Association (ASHA) Certification (Form 1976)** ASHA will submit directly to the Hearing and Speech Examining Board.
4. **Verification of Licensure in Other State(s)** (if applicable) You are required to have each state board in which you have ever been licensed (current or expired) submit letters of verification to the Wisconsin Hearing and Speech Examining Board. The letters must indicate your date of birth, license number, date of issuance, and date of expiration, a statement regarding disciplinary actions and whether the license was issued by examination in the state. These letters are required in order to complete your application for licensure.

#### **INSTRUCTIONS FOR TEMPORARY LICENSURE:**

“Temporary Licensee” means an individual who has been granted a temporary license by the Board to engage in the practice of speech-language pathology during the completion of the post-graduate clinical fellowship.

Before commencing a post-graduate clinical fellowship in speech-language pathology, an individual shall obtain a temporary license. Applicants for a temporary license shall provide the Board with the following:

1. **Application** Complete application (above) and pay applicable fee(s) online via LicensE, including \$10.00 (non-refundable) temporary license fee.
2. **Certificate of Professional Education (Form 1984)** After you graduate, ask school to submit form directly to the Hearing and Speech Examining Board.
3. **Temporary License Application (Form 1979)** Supervisor should submit directly to the Hearing and Speech Examining Board.

#### **INSTRUCTIONS FOR LATE RENEWAL OF LICENSURE (License expired 5 years or more):**

1. **Application** Complete application and pay applicable fee(s) online via LicensE.
2. **Completion of Continuing Education**
3. **Verification of Licenses (active or inactive) from All Other States**

#### **APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:**

- Complete application and pay applicable fee(s) online via LicensE
- Letters from all State Boards where licensed, active and inactive
- Certificate of Professional Education ([Form 1984](#))
- Verification of Certification from the American Speech-Language Hearing Association ([Form 1976](#))
- Proof of Continuing Education (Late Renewal applicants only- License expired more than 5 years)
- Convictions and Pending Charges ([Form 2252](#)), if applicable
- Malpractice Suits or Claims ([Form 2829](#)) and copies of malpractice suit, court documents with allegations and settlement, if applicable
- Is name on all credentials the same? If not, submit certified copy of marriage certificate, divorce decree, etc.