

How to apply for International Physician Provisional Licensure

Please note: You do not need to have all documents before submitting your application. Not all supporting documents listed in the application will be required from all applicants.

Required Before Applying:

- A federal immigration status and employment authorization that enables you to work as a physician in Wisconsin.
- A Social Security Number OR a notarized Form 1051
- An offer of full-time employment as a physician in Wisconsin from a federally qualified health center, a community health center, a hospital, an ambulatory surgical center or any other board approved health care facility.
- Basic fluency in the English language
- A medical doctorate or a substantially similar degree from an international medical program (outside the US or Canada).
- Completion of a residency program or a postgraduate medical training program that is substantially similar to postgraduate training/residency programs accredited by the Accreditation Council for Graduate Medical Education (ACGME) or American Osteopathic Association (AOA).
- At least five years practicing as a fully licensed physician in their country of practice after completing a residency program or a postgraduate medical training program.
- Completion of all steps of the United States Medical Licensing Examination (USMLE).

Optional Before Applying:

- You may purchase the Federation Credentials Verification Service (FCVS) Report from the Federation of State Medical Boards (FSMB) and have it sent to Wisconsin. If the applicant purchases the FCVS report, it may include some of the items below (marked “FCVS”). You are required to provide or request any item that is not included in your FCVS report.

Required for the Application:

Submitted by the applicant:

- Letter of Need or Offer of Employment as a physician from an approved healthcare facility as detailed above.

- Verification of All Current Licenses and a certified English translation.
- Signed Authorization and Waiver [Form 571](#).
- Educational Commission for Foreign Medical Graduates (ECFMG) certificate (FCVS).
- Additional documentation may be required based on personal circumstances of the applicant, such as marriage, divorce, or responses to declarations.

Submitted by third parties:

- Medical education verification via [Form 2164](#) (FCVS).
 - USMLE transcript from FSMB (FCVS).
 - Verification of all postgraduate training via [Form 2165](#) (FCVS).
 - Hospital, facility, and employment verifications submitted via [Form 2167](#).
- Additional documentation may be required based on personal circumstances of the applicant, such as marriage, divorce, or responses to declarations.

How to Apply:

Access www.LicenseE.wi.gov and sign in or register for an individual account. If you do not have a Social Security Number (SSN), enter 999-99-9999.

Click **Apply for a License**

Category: **Health**

License type: **Provisional Physician Licensure**

Select **Provisional Licensure**, then click **Next**.

Provide the required personal information and declarations and click **Next** on each page.

- Enter your medical school and graduation date in the school information section.
- Enter all postgraduate training and employment locations and dates in the postgraduate training/fellowships, practice and other activities section. Select the “other” type for non-clinical activities.
- Enter all physician licenses you have held in the License Information section. We require verification of all active licenses.

Digitally sign the attestation and Affidavit of Applicant and click **Save & Next**.

Submit payment for the required fee.

Application Status must change from “Draft” to “Submitted” to be reviewed. You will receive an email that tells you the PAR number of your application. You can monitor your application using the **PAR-XXXXXXXX** number given to you by logging into your account at LicenseE.wi.gov.

Review the Application Due Diligence

Access www.LicenseE.wi.gov and click **Application Status Lookup**. You do not need to log in.

Enter the **PAR-XXXXXXXX** number and click **Search**.

Your Application Details and **Due Diligence** checklist will appear. DSPS employees review applications and provide instructions and next steps on the Due Diligence page.

How to Add Documentation After Applying:

The Due Diligence checklist identifies each requirement as Met or Not Met and may include notes from staff about what is required and how to provide it.

To add required documents to an application, **Log in** to LicenseE.

Click on **License and Applications**, then on **My Applications**.

Under **Action**, click **Upload Documents**.

Click the **Arrow** button next to the document required to upload the file.

Click **Submit** to return the application to DSPS for review.

How Third Parties Provide Documentation:

If you purchase an FCVS report from FSMB and ask for it to be sent to Wisconsin, we will receive it automatically. Other third parties can access www.LicenseE.wi.gov and click **Third Party Document Upload**. They do not need to log in.

Enter the **PAR-XXXXXXXX** number and click **Search**, then click **Select**.

Under **Action**, click the **Arrow** button next to the document required to upload the file.

Click **Upload Files** or drag and drop each file into the “drop files” area.

Click **Close**, then when all documents have been uploaded, click **Submit** to return the application to DSPS for review.

Board Review

All provisional physician licensure applications will be reviewed by the Medical Examining Board (MEB) after all items are received.

Accessing Your Issued License:

When the provisional license is granted, applicants will receive an email notifying them and will be able to access the Wall Certificate, Governor Certificate, and Wallet Certificate for download by logging into LicensE.

Licensees and members of the public can also confirm their licensure with no login required by visiting www.LicensE.wi.gov

Click **License Lookup**

Search by the **Credential/License Number** or **Individual Name** and **Profession**

Public License Lookup includes:

Credential / License Number

Profession

Name

City, State, and Zip Code

Date License was Granted

Current License Status

Requesting Support

Access LicensE.wi.gov and click **Request Support** to submit a support ticket. You may request response via email or phone. Staff will read and reply within 10 days.

Website Resources

LicensE:

www.LicensE.wi.gov

Chapter Med 27 International Physician Provisional License:

https://docs.legis.wisconsin.gov/code/admin_code/med/27

Wisconsin Statute 448.05(2m):

[https://docs.legis.wisconsin.gov/document/statutes/448.05\(2m\)](https://docs.legis.wisconsin.gov/document/statutes/448.05(2m))

DSPS Physician Forms 571, 2164, 2165, 2167, 12829:

<https://dsps.wi.gov/Pages/Professions/Physician/Default.aspx>

Form 1051 SSN Exempt Form:

<https://dsps.wi.gov/Credentialing/Business/fm1051.pdf>
