

# Wisconsin Department of Safety and Professional Services

Office Location: 4822 Madison Yards Way  
Madison, WI 53705  
Phone Number: (608) 266-2112

LicensE Portal: <https://license.wi.gov/>  
Email: [dsps@wisconsin.gov](mailto:dsps@wisconsin.gov)  
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## DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

### CREDENTIALING INFORMATION FOR MUSIC, ART, OR DANCE THERAPIST REGISTRATION APPLICANTS

An applicant is eligible for a Music, Art, or Dance Therapist registration if the applicant provides satisfactory evidence of certification, registration, or accreditation as a Music, Art, or Dance Therapist, does not have an arrest or conviction record, subject to Wis. Stat. §§ 111.321, 111.322, and 111.335 and pays the fee required under Wis. Stat. § 440.05(1).

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

##### **Registration Requirements:**

To obtain a registration as a Music, Art, or Dance Therapist an individual must submit all of the following:

- **LicensE Application:** Complete and submit the application and pay the appropriate fee(s) online.
- **Request for Verification of Certification, Registration, or Accreditation (Form #2426):** Complete and forward to the organization where you are certified, registered, or accredited. Applicants must be certified, registered, or accredited as Music, Art, or Dance Therapist, as appropriate, by one of the following organizations:

##### **Music Therapists**

The Certification Board for Music Therapists, National Music Therapy Registry, American Music Therapy Association, or another national organization that certifies, registers, or accredits Music Therapists.

##### **Art Therapists**

The Art Therapy Credentials Board or another national organization that certifies, registers, or accredits Art Therapists.

##### **Dance Therapists**

The American Dance Therapy Association or another national organization that certifies registers or accredits Dance Therapists.

- **Convictions and Pending Charges (Form #2252):** Upload if applicable.

##### **Optional License to Practice Psychotherapy:**

A person registered as a Music, Art, or Dance Therapist may be granted a license to practice psychotherapy by meeting certain additional qualifications established under Wis. Admin. Code chs. SPS 140 through SPS 142.

To apply for registration with a license to practice psychotherapy:

- Complete Music, Art, or Dance Therapist registration online LicensE application with the optional application to practice psychotherapy,
- Pay all applicable fees online in LicensE,
- Ask supervisor to complete and submit the Affidavit of Supervisor Form (#2586),
- Complete top portion of Form #2585, Certificate of Professional Education, then forward the form to the school to complete and submit the form directly to DSPS, and
- Successful pass the online, open-book Wisconsin Statutes and Rules Examination.

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

- |  |   |
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| <input type="checkbox"/> Complete application and pay applicable fee(s) online via LicensE   | <input type="checkbox"/> Convictions and Pending Charges ( <b>Form #2252</b> ), if applicable   |
| <input type="checkbox"/> Letters from all State Boards where licensed, active and inactive   | <input type="checkbox"/> Malpractice Suits or Claims ( <b>Form #2829</b> ) and copies of malpractice suit, court documents with allegations and settlement, if applicable |
| <input type="checkbox"/> Request for Verification of Certification, Registration, or Accreditation ( <b>Form #2426</b> ). Complete and forward to the organization where you are certified, registered, or accredited. | <input type="checkbox"/> Is name on all credentials the same? If not, submit certified copy of marriage certificate, divorce decree, etc.                                 |