

Washington D.C. Veterinary Licensing Requirements



Board Applications

Application

Apply online using the [online application portal](#), which takes *approximately* 30 - 60 minutes to complete. There are two processes to acquire a license in Washington DC:

- 1. EXAMINATION*:** You are a recent graduate OR this is the first license issued in the US.
**The "Examination" label refers to a DC Board Exam that is no longer a requirement.*
- 2. ENDORSEMENT:** You hold a veterinary license in at least one other state or US territory.

Requirements

1. Must be at least 18 years of age.
2. Must have a valid Social Security Number OR submit this notarized [affidavit](#). A SSN will be required to renew your license.
3. Must have graduated from an [AVMA accredited college](#) OR foreign graduates must meet requirements of the Educational Commission for Foreign Veterinary Graduates.
4. Must pass the NAVLE. Exam results valid for 7 years or more at Board's discretion if applicant has been actively practicing.

School transcripts/ECFVG certifications and NAVLE score reports must be submitted directly to the Board from the issuing organization in a sealed envelope or emailed directly to Veterinary Board Health Licensing Specialist Sahar Majid at sahar.majid@dc.gov.

Use this [checklist](#) to ensure you have all documents.

All documents must be in English or provide an English translation.

Relevant Fees

Examination Process Total: \$215

Endorsement Process Total: \$195 + \$34 per license held

Consists of:

- Application Fee: \$65 (non-refundable)
- License Fee: \$130 (refundable upon denial/withdrawal)
- **Examination Process Only:** \$20 Exam Fee
- **Endorsement Process Only:** License Verification fee - \$34 per license held



Additional Required Testing:

1. There is no additional state testing requirement. Instead, you must initial this DC **Veterinary Jurisprudence Affidavit** to confirm you are familiar with the DC Veterinary Practice Act. Legal documents covered by this test can be found at the following 3 links:
 - a. Items: **DCMR 2808, 2813 – 2816, 2817, 2819**
 - b. Items: **DCMR 290–2903, 2905, 2909, 2910, 2914, 2916–2917, 2930, 2933, 2947**
 - c. Items: **DCMR 3304, 3305, 3311, 3314, 3317, 3335**
 - d. **DC Official Code 3-502, 3-507, 3-508, 3-509, 3-510, 3-514, 3-516, 3-517 have been repealed*

Mandatory Documentation

- 1. Criminal Background Check:** Register [here](#) or call **(877) 783-4187**. Applicants must not have been convicted of a “crime of moral turpitude” or animal cruelty.
- 2.** Two passport photos of your face (measuring 2” by 2” with name printed on back)
- 3.** Name change documents if applicable (i.e. marriage certificate, etc.)
- 4. Certification of Moral character** - 3 colleagues who have known you professionally for at least 5 years must sign a statement, found [here](#), attesting you are not addicted to alcohol or narcotic drugs and of good moral character.
- 5. ENDORSEMENT PROCESS ONLY:** Submit [Verification of Licensure](#) for each jurisdiction in which you are licensed, including a **\$34 fee** per license.

Renewal & Reinstatement:

- 1.** Licenses last for 2 years and expire on December 31 of odd-numbered years. Initial license is only valid for the remainder of the current renewal cycle.
- 2.** Renewal Fee: **\$130**
- 2.** You will be mailed a renewal notice 3 months before your license expires.
- 3.** There is a 60-day late renewal period after which, you must apply for Reinstatement.
- 4. Reinstatement:** Submit an [application for reinstatement](#) with written statement explaining why you failed to renew on time. Reinstatement fee is **\$202**. You have 5 years to submit for reinstatement, after which you must apply as a new applicant.



CE Requirements:


1. **36 hours** of CE required within each 2 year license period.
2. Only applies to renewals or reinstatements. CE is not required for your initial license nor the first renewal for Examination Process applicants.
3. Board approved CE includes AVMA-approved programs and programs arranged by the District of Columbia Veterinary Medical Association, the District of Columbia Academy of Veterinary Medicine, or the Board.
4. Must submit documentation of Board-approved CE, including:
 - a. Name & Address of Sponsor Program
 - b. Name of Program, location, subject matter covered, names of instructors
 - c. Dates attended
 - d. Number of hours claimed
 - e. Verification of completion via sponsor's signature or stamp
5. If you fail to submit proof of CE upon renewal, you have up to 60 days after the expiration of your license to submit proof of CE with late fee.

Temporary License:

1. Recent Graduates may work under a supervised practice license for up to 6 months while your first application for a DC license is pending.
2. You must be fully qualified for a license and have an application on file.
3. You must practice under the supervision of a fully licensed DC veterinarian and have an approved **Supervised Practice Form** signed by the Board. Supervisor must be available on premises or by communication device during all practicing hours.
4. Under a temporary license, you may not assume administrative or technical responsibility for the operation of a veterinary facility.
5. If you have been denied a license, disciplined, or have disciplinary action pending, you must obtain authorization to practice from the Board in writing.

FAQ:

What happens if an application is incomplete or missing documents?

 The processing of your application will be delayed, and you will be notified by the DC Board by mail of any missing documents. The DC Board will also contact you if they have any questions or concerns.

Contact

DC Health Licensing Board: (202) 724-4900 (*not veterinary specific)

New License Applications: (877) 672-2174

HOURS: 8:30am and 4:30pm Eastern Time, Monday through Friday

Email: sahar.majid@dc.gov for veterinary license inquiries

Mailing Address:

HLA1-Board of Veterinary Medicine
P.O. Box 37801
Washington, D.C. 20013

Please check your local requirements as state and national guidelines may have changed since last updated on 6/5/2023.