

Ohio Board of Speech-Language Pathology and Audiology

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INSTRUCTIONS FOR APPLICATION FOR CONDITIONAL LICENSE

Applications must be received at least seven calendar days before the Executive Director review.

The executive director will review licensees for approval on the first and fifteenth of each month. If the first or fifteenth is a day the office is not open for business because a holiday or weekend, the review will occur on the next day the office is open for business.

Verification of recently approved licensees may be found posted at the Boards website at <http://slpaud.ohio.gov/newlicense.pdf> following their approval. Certificates are mailed within thirty (30) days of licensure.

- [] Read and review Laws and Rules Governing the Ohio Board of Speech-Language Pathology and Audiology, found at <http://slpaud.ohio.gov/lawsandrules.htm>
- [] Obtain application and read carefully before completing, application can be obtained from <http://slpaud.ohio.gov/applic.pdf>
- [] All questions must be answered. Write "Not Applicable" or NA if no other response is appropriate.
- [] You may use additional pages as necessary.
- [] Attach a passport sized photograph to the application.
- [] Arrange for additional materials to be submitted to the Board by authorizing bodies.
- [] Transcripts sent by the university, a letter from the Chair-person attesting to education may be accepted as a temporary substitute for transcripts however the transcripts must follow within 90 days.
- [] Clinical Experience Record sent by the university (only if the Graduate Program was **not** ASHA accredited).
- [] Praxis series, with a score of 600 or above, sent by Educational Testing Service (ETS)
- [] Complete a Supervised Professional Experience Year "Plan", <http://slpaud.ohio.gov/planform.pdf>
 - a. A Plan **must** accompany an application for a conditional license.
 - b. Applicants may indicate "seeking employment" by checking the appropriate box, however a new plan must be submitted to the Board once a position is obtained.
- [] Submit completed application, supervised professional experience plan and a **non-refundable** fee of \$210 (payable to the **Treasure, State of Ohio**) to the Ohio Board of Speech-Language Pathology and Audiology at the address above via certified mail.