



**Secretary of State  
Office of Professional Regulation**

**ATHLETIC TRAINER  
Application Instructions**

**EXAMINATION: First time Applicants**

1. Submit an online application and pay the non-refundable application fee. Applications are found within the online licensing system at:  
[https://secure.professionals.vermont.gov/prweb/PRServlet/app/default/ybVBlelGIHMIPa8qpM9BaiNEZfDPENuF\\*!/STANDARD](https://secure.professionals.vermont.gov/prweb/PRServlet/app/default/ybVBlelGIHMIPa8qpM9BaiNEZfDPENuF*!/STANDARD)
2. Upload a copy of your Board Certification (BOC). If you now hold or have ever held a certification from BOC you must have BOC send official verification directly to the Office. Contact them directly for the current fee for processing this verification. 1-877-262-3926 [www.bocatc.org](http://www.bocatc.org)

**ENDORSEMENT: Applicants currently licensed from other states**

To qualify to be licensed, an applicant must be licensed or certified in good standing in another jurisdiction in which the standards and qualifications required for regulation in that jurisdiction are substantially equivalent to Vermont's.

1. Submit an online application and pay the non-refundable application fee. Applications are found within the online licensing system at:  
[https://secure.professionals.vermont.gov/prweb/PRServlet/app/default/ybVBlelGIHMIPa8qpM9BaiNEZfDPENuF\\*!/STANDARD](https://secure.professionals.vermont.gov/prweb/PRServlet/app/default/ybVBlelGIHMIPa8qpM9BaiNEZfDPENuF*!/STANDARD)
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3. Request an official verification of license be sent to OPR for your initial state of licensure and most recent state of licensure. This must be sent directly from the licensing authority and can be sent by email to [SOS.OPRLicensing2@vermont.gov](mailto:SOS.OPRLicensing2@vermont.gov) or by post office mail. It is not required that the other state complete the Vermont verification form.

**Provisional Licensure**

If you are otherwise qualified for licensure **and** verification of licensure is the ONLY outstanding deficiency and all other licensing requirements are met including applicable education and exam requirements, you may be issued a 90-day provisional license while the Office awaits receipt of your license verification. If you wish to request a provisional license (if applicable), please indicate within the application.

**FAST TRACK ENDORSEMENT:**

To qualify to be licensed, an applicant must be actively licensed or certified in good standing in another jurisdiction for three or more years preceding this application.

1. Submit an online application and pay the non-refundable application fee. Applications are found within the online licensing system at:  
[https://secure.professionals.vermont.gov/prweb/PRServlet/app/default/ybVBlelGIHMIPa8qpM9BaiNEZfDPENuF\\*!/STANDARD](https://secure.professionals.vermont.gov/prweb/PRServlet/app/default/ybVBlelGIHMIPa8qpM9BaiNEZfDPENuF*!/STANDARD)
2. Request an official verification of license be sent directly to the Office. Verification must show proof of continuous licensure in good standing for 3 years preceding the date of this application This must be sent directly from the licensing authority and can be sent by email to [SOS.OPRLicensing3@vermont.gov](mailto:SOS.OPRLicensing3@vermont.gov) or by post office mail. It is not required that the other state complete the Vermont verification form.

## **Provisional Licensure**

If you are otherwise qualified for licensure **and** verification of licensure is the ONLY outstanding deficiency and all other licensing requirements are met including applicable education and exam requirements, you may be issued a 90-day provisional license while the Office awaits receipt of your license verification. If you wish to request a provisional license (if applicable), please indicate within the application.

NOTE: Any change of address or other contract information, by an applicant or licensee, must be forwarded to this office no later than thirty (30) days after change occurs.