

## **Credentials Timeline for First-Time Applicants**

Your application will be considered incomplete without the following:

<b>Application Form and Fee</b>	September 1 <sup>st</sup>
<b>Credentials Packet</b>	January 15 <sup>th</sup> of the following year

For example, if you are a first-time applicant who plans to apply for certification in 2011, your application and fees are due September 1, 2010 and your credentials packet is due January 15, 2011.

*\*\*Credentials packets consist of the following credentials materials:*

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|--|----------------------|
| 1. Veterinary Diploma photocopy                | Two (2) copies       |
| 2. Curriculum Vitae                            | Two (2) copies       |
| 3. Synopsis of Veterinary Practice             | Two (2) copies       |
| 4. Self-Report Job Experience                  | Two (2) copies       |
| 5. Continuing Education Documentation          | Two (2) copies       |
| 6. Applicant Evaluation Forms (3)              | One (1) each         |
| 7. Case Reports (2)                            | Five (5) copies each |
| <b>OR</b>                                      |                      |
| 8. One (1) Case Report and One (1) Publication | Five (5) copies each |