

**DISTRICT OF COLUMBIA DEPARTMENT OF HEALTH
HEALTH REGULATION AND LICENSING ADMINISTRATION****Board of Audiology and Speech-Language Pathology**

To expedite the processing of your **NEW LICENSE APPLICATION** be sure to follow the instructions carefully before mailing your application package. It is important to send in all the required supporting documents listed below based on the method by which you are applying:

**AUDIOLOGY ASSISTANT
BY EXAMINATION**

Checklist of Supporting Documents required:

- A complete signed application for DC License.
- Two (2) recent passport photos (2" x 2").
- Social Security Number or a Sworn Affidavit if the applicant does not have Social Security Number.
- Photocopy of a government issued **photo ID** (such as valid driver's license).
- Name Change Document (marriage certificate, divorce decree or court order), if applicable.
- An official transcript showing completion of one of the following educational levels in Audiology Assisting: Hearing Sciences and Disorders, Communication Sciences and Disorders, or equivalent as determined by the Board:
- Two (2) years of accredited college education, with a minimum of forty-eight (48) semester hours or seventy-two (72) quarter hours; or Associate's degree from an accredited college; or Technical school certification program.
- \$125.00 for the application and license fee (Fees are non-refundable). The fee must be in the form of check, money order or certified check, made payable to D.C. TREASURER.
- Undergo a **Criminal Background Check (CBC)** – To schedule an appointment go to <https://dchealth.dc.gov/node/120532> or call 877-614-4364.

**AUDIOLOGY ASSISTANT
BY ENDORSEMENT**

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- Letter of verification from each state of licensure.
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