

Board for Hearing Aid Specialists and Opticians
HEARING AID SPECIALIST LICENSE APPLICATION

⇒ Applicants requesting a **TEMPORARY PERMIT** must also submit a [Hearing Aid Specialist Temporary Permit Application](#) and a [Hearing Aid Temporary Permit Sponsor Training & Experience Agreement](#).

A check or money order payable to the **TREASURER OF VIRGINIA**,
 or a completed [credit card insert](#) must be mailed with your application package.
APPLICATION FEES ARE NOT REFUNDABLE.

Select **one** license type you are requesting:

X	License Type	Trans	Fee
<input type="checkbox"/>	2101 - Hearing Aid Specialist by Exam	1010	\$155.00
<input type="checkbox"/>	2101 - Hearing Aid Specialist by Reciprocity	1012	\$155.00
<input type="checkbox"/>	2101 - Physician licensed to practice in Virginia and certified by the American Board of Otolaryngology or eligible for such certification	1010	\$30.00
<input type="checkbox"/>	2101 - A Virginia licensed audiologist, who has earned a doctoral degree in audiology	1010	\$30.00

1. Have you Passed the International Licensing Examination for the Hearing Instrument Dispenser (ILE)?
 No Applicants must pass the International Licensing Examination for the Hearing Instrument Dispenser. (unless an exemption is permitted as indicated in question 14.A or 14.B.). The cost of this exam is not included in the application fee.

Yes If yes, attach a copy of your current ILE certificate.

2. Have you ever held a Hearing Aid Specialist License issued by the Virginia Board for Hearing Aid Specialists and Opticians?

No

Yes♦ VA Hearing Aid Specialist No. Expiration Date _____

- ♦ If yes and your license expired more than 30 days ago, but less than 2 years ago, you are required to **reinstate** your Virginia Hearing Aid Specialist License by completing a *Hearing Aid Specialist License Reinstatement Application*. DO NOT COMPLETE THIS LICENSE APPLICATION.

- ♦ If yes and your license expired 2 or more years ago, you are required to reapply for licensure on this application.

3. Full Legal Name (As it appears on your government issued ID or other legal documentation.)

_____ Last (required) _____ First (required) _____ Middle _____ Generation

4. Provide at least **one** of the following identification numbers*:

Social Security Number and/or - -

Virginia DMV Control Number

➤ Enter the same identification number as used on examination, previous applications or licenses on file with the department.

* State law requires every applicant for a license, certificate, registration or other authorization to engage in a business, trade, profession or occupation issued by the Commonwealth to provide a social security number or a control number issued by the *Virginia* Department of Motor Vehicles.

5. Date of Birth _____ (Must be at least 18 years of age.)

MM/DD/YYYY

OFFICE USE ONLY	DATE	FEE	TRANS CODE	ENTITY #	FILE #/LICENSE #	ISSUE DATE
				2101		

6. Maiden Name or Former Surname(s) _____
 7. Mailing Address (PO Box accepted) _____
 The mailing address will be printed on the license.

 City State Zip Code

8. Street Address (PO Box not accepted) Check here if Street Address is the same as the Mailing Address listed above.
PHYSICAL ADDRESS REQUIRED

 City State Zip Code

9. Contact Numbers _____
 Primary Telephone Alternate Telephone Fax

10. Email Address _____
 Email address is considered a public record and will be disclosed upon request from a third party.

11. Current Employer's Name _____

12. Current Employer's Address _____

 City State Zip Code

13. Do you have a current or expired hearing aid specialist license, certification, or registration from another state?
 No
 Yes If yes, list all the licenses, certificates and registrations in the following table and attach a Certification of Licensure/Letter of Good Standing, dated within the last 60 days from each state.

State/Jurisdiction	Did you pass a practical exam?	License, Certification or Registration No.	Expiration Date
	No <input type="checkbox"/> Yes * <input type="checkbox"/>		
	No <input type="checkbox"/> Yes * <input type="checkbox"/>		
	No <input type="checkbox"/> Yes * <input type="checkbox"/>		

* If yes, list the state and date of the exam: _____

◆ Certifications of Licensure/Letter of Good Standing, prepared by the state board or regulatory body must include: 1) the license/certification/registration number; 2) the initial date of licensure; 3) the expiration date of the license or renewal fee; 4) the means of obtaining licensure (i.e. exam, reciprocity, etc.) and the minimum requirement that were met to qualify for licensure; and 5) all closed disciplinary actions resulting in a violation or undetermined finding.

14. A. Are you a Virginia licensed physician and certified by the American Board of Otolaryngology or eligible for such certification?
 No
 Yes If yes, attach a copy of your Virginia license and certification from the American Board of Otolaryngology or documentation showing eligibility from the American Board of Otolaryngology.
 ➤ A Physician licensed to practice in Virginia and certified by the American Board of Otolaryngology or eligible for such certification shall not be required to pass an examination. **Skip to question #17.**

B. Are you a Virginia licensed audiologist and who has earned a doctoral degree in audiology?
 No
 Yes If yes, attach a copy of your Virginia license and a transcript showing evidence of the doctoral degree.
 ➤ All Virginia licensed audiologist who have earned a doctoral degree in audiology are not required to pass an examination. **Skip to Question #17.**

C. Are you a Virginia licensed audiologist (without a doctoral degree)?

No

Yes If yes, attach a copy of your Virginia license.

➤ *In accordance with Board policy, Virginia licensed audiologists are not required to take the Audiometric Testing and Speech Audiometry sections of the examination.*

15. Do you have a current or expired Hearing Aid Specialist Temporary Permit issued by the Virginia Board for Hearing Aid Specialists and Opticians?

No If no, attach a certified copy of a transcript showing courses completed at an accredited college/university, or other notarized documentation of completion of the required experience and training.

Yes If yes, provide your Virginia Hearing Aid Specialist Temporary Permit number and attach a completed *Hearing Aid Specialist Training & Experience Form*.

Temporary Permit No.

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 Expiration Date _____

16. Professional hearing aid-related experience (see regulation 18VAC80-20-30) – you are also required to **attach proof of successful completion of high school or high school equivalency course.**

Date		Employer's Name & Address	Description of Duties	Supervisor's Name & Title
From	To			

17. Have you ever been subject to a disciplinary action taken by any (including Virginia) local, state or national regulatory body?

No

Yes If yes, complete the [Disciplinary Action Reporting Form](#).

18. Have you ever been convicted in any jurisdiction of a ***misdemeanor and/or felony***? *Any guilty plea or plea of nolo contendere must be disclosed on this application. Do not disclose violations that were adjudicated as a minor in the juvenile court system.*

No

Yes If yes, complete the [Criminal Conviction Reporting Form](#).

Consent to Suits

By signing this application, you acknowledge that if you are not a Virginia resident, or move outside of Virginia while you hold a *Virginia Hearing Aid Specialist License*, you understand that this application serves as a written power of attorney, whereby you appoint the Director of the Department of Professional and Occupational Regulation, and his/her successors in office, to be your true and lawful agent and attorney-in-fact, in your stead, upon whom all legal process against and notice to you may be served and who is hereby authorized to enter an appearance on your behalf in any case or proceedings arising out of the trade or profession practiced; and that by submitting this application you hereby agree that any lawful process against you which is duly served on said agent and attorney-in-fact shall be of the same legal force and validity as if served upon you.

19. By signing this application, I certify the following statements:

- I am aware that submitting false information or omitting pertinent or material information in connection with this application will delay processing and may lead to license revocation or denial of license.
- I will notify the Board of any changes to the information provided in this application prior to receiving the requested license, certification, or registration including, but not limited to any disciplinary action or conviction of a felony or misdemeanor (in any jurisdiction).
- I authorize the Department to verify information concerning me or any statement in this application from any person, or any source the department may contact. I also agree to present any credentials or documents required or requested by the Department.
- I authorize any federal, state or local government agency, current or former employer, or other individual or business to release information which may be required for a background investigation.
- I have read, understand and complied with all the laws of Virginia related to this profession under the provisions of Title 54.1, Chapter 15, of the *Code of Virginia* and the *Virginia Board for Hearing Aid Specialists and Opticians; Hearing Aid Specialist Regulations*.

Signature _____ Date _____