



## Montana Board of Physical, Rehabilitative, and Developmental Health Care Professionals

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## Licensing Requirements and Application Checklist Athletic Trainer

### **License Requirements for Athletic Trainer [MCA 37-36-201](#)**

Below are the minimum requirements you must meet in order to be licensed in the state of Montana.

1. At least a baccalaureate degree from a postsecondary institution that meets the academic standards for athletic trainers established by the National Athletic Trainers' Association Board of Certification.
2. Letters of recommendation from at least two clinical supervisors familiar with the applicant's clinical training.
3. Currently certified by the Board of Certification (BOC).

### **Checklist of Required Documents to Submit for Application for Athletic Trainer**

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- ☐ Transcripts sent directly from the educational institution documenting that the applicant has received at least a baccalaureate degree from a postsecondary institution that meets the academic standards for athletic trainers established by the National Athletic Trainers Association Board of Certification (BOC).
- ☐ Two letters of recommendation from clinical supervisors familiar with the applicant's clinical training.
- ☐ Copy of current Board of Certification (BOC) card.
- ☐ Official license verification from states and jurisdictions in which the applicant holds or has ever held a professional license of any type.
- ☐ If you answered yes to discipline questions, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal court proceedings such as initiating/charging documents, final disposition/judgement documents, etc.).

### **Checklist of Required Documents to Submit for Application for Athletic Trainer – Licensed or Certified in Another State**

The following documents and additional forms are required in addition to the basic application. Some documents may be submitted directly by the applicant as part of the application. Others, such as transcripts, may need to be sent to the board directly from the source.

- ☐ Copy of current Board of Certification (BOC) card.
- ☐ Official license verification of the Athletic Trainer license from that state or jurisdiction.



- ☐ Official license verification from states and jurisdictions in which the applicant holds or has ever held a professional license of any type.
- ☐ If you answered yes to discipline questions, include a detailed explanation on the event(s) and documentation from the source (licensing board, federal agencies/programs, or civil/criminal court proceedings such as initiating/charging documents, final disposition/judgement documents, etc.).

**. Application Fee(s) for Athletic Trainer**

The following fee(s) must be submitted with your application. Online applicants can pay using a credit card or bank account. If you submit a paper application you must submit a check or money order. Do not mail cash.

- ☐ \$175 application fee

You can apply for a license online at <https://ebiz.mt.gov/POL/> or download a paper application from the website. Online application is recommended.

Please include a valid e-mail address with your application. E-mail is the department's primary form of communication.

If you have any questions about the application process or the licensing requirements, please contact the Department of Labor and Industry Professional Licensing Bureau using the contact information at the top of this checklist.