

# FAQ's

## **INITIAL APPLICATION:**

### **1. I graduate from my residency in June. When can I apply for and obtain my license?**

The Board cannot issue a license until successful completion of a residency. Some applicants choose to submit an application a few months prior to the completion of their residency. In this instance, a letter from the Residency Program Director must be submitted indicating the date of graduation or, the date of successful completion of residency. The Board can review the application, and approve the application, UPON successful completion of residency and payment of the license issuance fee. Please note that the Board is unable to accept postdated certificates as proof of successful of a residency.

### **2. I am licensed in another state/jurisdiction. What is the best pathway for applying for licensure?**

There are two license pathway options for applicants that are licensed at the independent level in another state/jurisdiction.

Application for licensure by Comity: In order to apply for licensure by Comity the applicant must be licensed at the independent level in another state/jurisdiction for five of the last seven years preceding the date of the application. See the instruction page of the application for more information regarding this pathway. The application can be found on the Board's website, <https://podiatry.az.gov>, under the "Forms" tab.

Application for licensure by Universal Recognition: In order to apply for licensure by Universal Recognition the applicant must be licensed at the independent level in another state/jurisdiction for at least one year preceding the date of the application. Additionally, this pathway requires that the applicant has established residency in Arizona. See the instruction page of the application for more information regarding this pathway. The application can be found on the Board's website, <https://podiatry.az.gov>, under the "Forms" tab.

### **3. How long does the application process take?**

Typically, the process takes 2-3 months depending on when the application is submitted and how long it takes for other documents to be submitted. For example, if you are licensed at the independent level in another jurisdiction the Board office must receive verification of your license directly from the other jurisdiction. Additionally, if you are required to submit transcripts as part of your application (not required for Comity or Universal recognition), the transcripts must be sent to the Board office directly from your school. The Board meets once a month to review applications. An application must be considered administratively complete (all documents have been received) at least ten days prior to the Board meeting.

### **4. Can I submit my application online?**

Yes, the Board offers a paper application and an online application. The paper application is available on the Board's website, <https://podiatry.az.gov>, under the "Forms" tab. The online application is available under the "elicense" tab.

**5. How much is the application fee?**

The application is \$450.00 (non-refundable).

**6. Once my application is approved is there an additional fee?**

Yes, there is a one-time license issuance fee of \$225.00. Once the license issuance fee is received and processed by the board office then you are considered licensed.

**7. I hold a resident/temporary license in another state/jurisdiction. Does verification of this license need to be submitted to the Board?**

No, it is not required that a temporary or resident license be verified. The only licenses that must be primary source verified are independent licenses that you hold or have held.

**8. I am starting a residency in Arizona. Do I need a resident license?**

No, Arizona does not require that residents in Arizona hold a license. Arizona does not offer a resident or temporary license for residents practicing in Arizona.