State of New Mexico
Board of Veterinary Medicine

SUSANA MARTÍNEZ
Governor

Rebecca J. Washburn, DVM
Vice Chairman

Frances R. Sowers
Executive Director

APPLICATION FOR LICENSURE - RVT

(PLEASE TYPE OR PRINT LEGIBLY)

Please read the entire form carefully and fill in as appropriate; incomplete applications will be returned. Make all fees payable to NM BOARD OF VETERINARY MEDICINE. Fee(s) cannot be refunded, for any reason, once the application process has begun. This application and all supporting documentation and materials submitted herewith become the property of the State of New Mexico and will not be returned. This form is available for download from our web site address at bottom of page.

PERSONAL INFORMATION:

FULL NAME (Last, First, Middle)
DOB
EMAIL ADDRESS

PHOTO
(head and shoulders)

CURRENT MAILING ADDRESS INFORMATION:*

BUSINESS NAME		
STREET		
CITY	STATE	ZIP/POSTAL CODE
PHONE	FAX	
COUNTRY		
DATE ADDRESS EXPIRES?		

FUTURE MAILING ADDRESS:* ☐ Same as above

BUSINESS NAME		
STREET		
CITY	STATE	ZIP/POSTAL CODE
PHONE	FAX	
COUNTRY		
EFFECTIVE DATE OF ADDRESS?		

OFFICE USE ONLY	
APPLICATION / EXAM FEE	
Date of ☐ BC ☐ MO	/ /
Doc. No.	
Amount	$
Date of Exam	/ /
License No.	
Date of Issue	
Initials	
Date of ☐ BC ☐ MO	/ /
Doc. No.	
Amount	$

**You must notify the Board immediately, in writing, of any changes to your name or address. Change of address and change of name forms available at web site.*

7301 Jefferson St. NE, Ste. H • Albuquerque, NM 87109-4363 • Phone (505) 553-7021 • Fax (505) 553-7024
www.NMBVM.org

Please read the following sections carefully, and fill out as appropriate. Be thorough and accurate; incomplete information may delay or cancel the application process.

SECTION 1. Examination Qualifications

1.	Have you successfully passed the Veterinary Technician National Exam (VTNE)? If yes, when did you take it? If no, when do you plan to take the VTNE? In which state?	☐ Yes ☐ No _____ _____ _____
2.	When do you intend to take the New Mexico state exam for RVTs?	_____
3.	Have you ever failed an examination for a veterinary technician registration, certification, or license? *If yes, please explain on a separate sheet of paper.*	☐ Yes ☐ No

SECTION 2. Educational Background

1. Are you using, or have you ever used, any name other than the name which appears on your diploma or transcript? ☐ Yes ☐ No
   If yes, what other name, and when? _____

2. Please list the names and locations of all American Veterinary Medical Association (AVMA)-accredited veterinary technician schools you have attended:

School	Location	Years Attended	Graduation Date

3. In what states, territories, or districts are you, or have you ever been a registered, certified, or licensed veterinary technician (or equivalent state designation)?

   a) _____ b) _____ c) _____ d) _____

4. Have you ever been officially reprimanded, formally disciplined, had your technician registration, certification, or license suspended or revoked, or been refused an examination for a veterinary technician registration, certification, or license? *If yes, please explain on a separate sheet of paper.* ☐ Yes ☐ No

5. Is an investigation or disciplinary action pending, related to a complaint made against you in any other state, territory, or district? *If yes, please explain on a separate sheet of paper.* ☐ Yes ☐ No

6. Have you ever been convicted of a felony? *If yes, please explain on a separate sheet of paper.* ☐ Yes ☐ No

7. Have you ever been convicted, entered a plea of guilty, or entered a plea of *no contest* in a case involving alleged animal abuse? *If yes, please explain on a separate sheet of paper.* ☐ Yes ☐ No

SECTION 3. Permissions & Statements

By affixing my signature to this document, I am affirming that I agree with the facts that follow, and I am granting the New Mexico Board of Veterinary Medicine permission to proceed in the following manner as necessary:

- I give permission to the Board to secure or request additional information which may be required with regard to this application.
- I have read and understand the New Mexico laws that pertain to veterinary medicine in New Mexico, and the regulations promulgated by the NMBVM which include the standards for professional conduct. I intend to perform my duties as a registered veterinary technician consistent with the laws and rules, and all pertinent laws and rules that may be enacted in the future.
- I agree to be examined and/or submit to questioning by the NMBVM to substantiate any and all claims or representations in this application
- All facts, statements and answers contained in this application are true and correct to the best of my recollection. Any intentional omission, falsification or withholding of the aforementioned concerning my qualifications as an applicant, shall be sufficient grounds to bar me from obtaining this license and/or any other licenses issued by the New Mexico Board of Veterinary Medicine.
- Any intentional omissions, falsifications or withholdings discovered during or after the licensing process and/or after license has been issued, shall be grounds for cancellation of application and/or revocation of said license.

I herein affirm that I understand fully all conditions, requirements, and/or statements prescribed in this document. I further attest if I did not understand any part or portion of this application, I requested and received from the NMBVM explanation to my complete understanding.

SIGNATURE _____ DATE _____

NOTARY PUBLIC	
STATE OF	*SEAL*
COUNTY OF	
MY COMMISSION EXPIRES	

NOTARY SIGNATURE _____ DATE _____

Table of Licensure Requirements Registered Veterinary Technicians

Required Documentation	Check List
Application for license	☐
National exam scores (VTNE) *(Sent to Board office by AAVSB)*	☐
Veterinary Technician examination (VTSE)	☐
Notarized copy of diploma or letter from Dean	☐
Final, official transcripts *(Transcript must indicate degree conferred and date of conferral. Transcript must be sent directly from school to Board office.)*	☐
Certification(s) of licensure *(Only if applicant has been or is currently licensed in another state or states.)*	☐ (if applicable)
State Examination Fee **(DO NOT SUBMIT ANY OTHER FEE WITH APPLICATION)**	☐ $20[1] ☐ $50[2] [1]scheduled times (January or June) [2]date arranged with Board office. *(Examination fee is not applied toward licensure.)*
Methods of Payment	**Check, money order or cashier's check payable to Board of Veterinary Medicine.**

[1]For the state VTSE, taken at one of the regularly scheduled times (January and June).

[2]For the state VTSE, taken at a time specially arranged with the Board office.

NOTE: *To apply to become an Registered Veterinary Technician in the state of New Mexico, you must be a graduate of an AVMA accredited technician school. Information on accredited schools can be obtained from the American Veterinary Medical Association (AVMA) at www.avma.org or from the North American Veterinary Technician Association (NAVTA) at www.avma.org/navta.*

Rules and Regulations 16.25.6.8 B *… the applicant's file must be complete before a license will be issued; if the required documents and information are not provided within one year of Board examination, the applicant must reapply for licensure…*