WEST VIRGINIA BOARD OF VETERINARY MEDICINE
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REACTIVATION OF EXPIRED VETERINARY TECHNICAN REGISTRATION

UP TO 1 YEAR AFTER DATE OF EXPIRATION

Veterinary Technician Registration Renewal – Fee $5.00

- Printable renewals are available under "Forms & Resources".
- The renewal is not retroactive to the date of expiration but is effective from the date the Board receives all required articles and fees.

Required Backup Documentation

- **Name Change** – Marriage/Divorce Decree (birth name differs from current name)
  - Certified copy or
  - Completed "Certification of Copy" form or
  - A notary public may use a "Certified True Copy" stamp to certify the copy

Continuing Education - If the CE requirement is not met, you must make application for a new registration.

- Proof of having met the continuing education requirement in a Board approved program for the previous year.

AFTER 1 YEAR FROM DATE OF EXPIRATION

Veterinary Technician Registration Renewal– Fee $6.25

- Printable applications are available under "Forms and Resources
- The renewal is not retroactive to the date of expiration but is effective from the date the Board receives all required articles and fees.

Required Backup Documentation

- **Name Change** – Marriage/Divorce Decree (birth name differs from current name)
  - Certified Copy or
  - Completed "Certification of Copy" form or
  - A notary public may use a "Certified True Copy" stamp to certify the copy
- **Registration Information** (if applicable) – Verification of licensure from all jurisdictions where you now or have ever held a veterinary technician registration. Must be submitted to the board directly from the licensing board.

WV State Jurisprudence Exam

- Applicants must take and pass the online WV state jurisprudence exam for licensure.
  - If applicant cannot test on a computer, they may make an appointment to take the exam online in the Board office or at a location approved by the Board.
- Applicants are eligible to test once all required documents, including a passing national score and fees, are received.
- An email and letter will be sent to the applicant advising they are eligible to take the exam.
  - Applicants have 30 days from being notified by the Board of their eligibility to take the jurisprudence exam or their file will be closed.
- Jurisprudence exams taken between October 1 – December 31 will have an expiration date for the next year.
- Special accommodations must be requested to the Board for approval.

Continuing Education

- Proof of having met the continuing education requirement in a Board approved program for 2 years maximum of the most recent years.
- All CE requirements can be done in the same year of reactivation of registration.
- The Board may require additional documentation of clinical competency and professional activities.