

# LSBEP PROVISIONAL LICENSURE APPLICATION FLOW CHART

## APPLICATION FOR PROVISIONAL LICENSURE:

- Notarized Application for Provisional License with current application fee
- Official Transcripts from University (will not be accepted from Applicant)
- Internship Documentation Form forwarded directly to LSBEP from Director of Internship Training Program (form will not be accepted from Applicant)
- Verification of Completion of Doctoral Degree (required if postdoctoral supervision began prior to degree conferred)
- Supervised Practice Plan - Provisional Licensure
- Doctoral Program Form (if degree not APA approved)
- Practicum Documentation form

## REFERENCE FORMS

When LSBEP receives the application fee and completed application form a file is opened in the Applicant's name and reference forms are mailed to individuals listed on the Application Form.

- LSBEP requires the names and addresses of three professional psychologists who are well acquainted with your work.

## JURISPRUDENCE EXAMINATION

- The Applicant will be sent the jurisprudence exam and the exam must be returned within 30 days.

## CRIMINAL BACKGROUND CHECK

- You may initiate this process **after** submission of your application for licensure. You may download the CBC Instruction Packet to proceed.

## FILE REVIEW

Upon receipt of the information required above, the file will be reviewed for provisional licensure.

## PROVISIONAL LICENSURE

Once Provisional Licensure is granted, the Provisional Licensed Applicant is invited to take the EPPP. Provisional Licensees are required to renew annually and report Continuing Professional Development

## APPARENT DEFICIENCY

If the file is found with an apparent deficiency, the applicant will be notified in writing of the deficiency and asked for clarification before proceeding further in the process.

## EPPP

- Examination for Professional Practice in Psychology

## FAILS EPPP

If Provisional Licensee fails EPPP, he/she will be allowed three times in four years to take and pass the examination. If he/she does not pass then, he/she must wait 2 years to reapply for licensure.

## PASSES EPPP

If Provisional Licensee passes EPPP, the file is again reviewed upon receipt of the completed Postdoctoral Supervision Documentation form.

## POSTDOCTORAL SUPERVISION DOCUMENTATION

- Completed Postdoctoral Supervision Documentation form must be received directly from your approved Supervisor.

## APPLICATION FOR LICENSE (Independent Practice)

If the Postdoctoral Supervision Documentation is accepted by the Board, the Provisional Licensee may submit an **Application for License** as a psychologist for independent practice along with the current application fee. Upon receipt, the Provisional Licensee may be invited to sit for an oral exam.

## ORAL EXAMINATION

## PASS

If Provisional Licensee passes oral and Jurisprudence exam, he/she is licensed that day.

## FAIL

If Provisional Licensee fails oral examination he/she may reapply after 2 years.

## CONTINUED

If Provisional Licensee's oral examination is **continued**, he/she may continue the examination after the specified time.