Dear Applicant:

Enclosed you will find the forms necessary to apply for licensure as a physical therapist (PT) or physical therapist assistant (PTA), respectively. It is strongly suggested that you read the regulations prior to filling out the application, and then examine the directions entitled "STEPS TO LICENSURE" to see which forms are appropriate for you. Please note the following:

(a) Applications not completed in their entirety will be returned without the fees, which are non-refundable.
(b) All applicants must undergo a current fingerprint/criminal history background check.
(c) A current, color, head and shoulder photograph. A copy of the photograph is not allowed. If applying by the paper application, please DO NOT attach the photo by stapling or by taping.
(d) The practice history must be current and complete with NO time gaps.
(e) The names on the application and the licensure requirements must match the name on the driver's license or state-issued ID and U.S. Social Security Card. We will not accept nicknames, abbreviations, or alterations.
(f) The home address on the application is the address where this office will mail ALL correspondence. Written notice signed by the applicant is required for an address change. (form available at www.msbpt.ms.gov)
(g) All checks/money orders for fees are to be made payable to the Mississippi State Board of Physical Therapy (MSBPT). A $40.00 fee will be charged for each check not cashed by an applicant’s bank.
(h) The review process regarding an application for licensure starts only after all applicable licensure requirements are on file. The review process is usually completed within one to two days of receiving all licensure requirements.
(i) Our mailing address is as follows:

Mississippi State Board of Physical Therapy
P.O. Box 55707
Jackson, MS 39296-5707

Please be advised that it is illegal for any person, corporation or association to, in any manner, represent himself or itself as a physical therapist, a physical therapist assistant or someone who provides physical therapy services, or use in connection with his or its name the words or letters physiotherapist, registered physical therapist, R.P.T., licensed physical therapist assistant, L.P.T.A., or any other letters, words, abbreviations or insignia, indicating or implying that he or it is a physical therapist, a physical therapist assistant, or provides physical therapy services, without a valid existing license as a physical therapist or as a physical therapist assistant, as the case may be, issued to him or it. It is illegal to employ an unlicensed physical therapist or physical therapist assistant to provide physical therapy services.

If you have any questions regarding the above, please call (601) 352-2918.
STEPS TO LICENSURE

Applicants may apply for a license online or by submitting the completed, applicable forms as indicated:

1. **Licensure by endorsement/reciprocity**
   a. Completed online application or notarized paper application
   b. Completed practice history form. Online applicants may complete this process through the online application. Those completing the paper application will need to submit the enclosed form.
   c. Completed Request for Fingerprint Card. Upon completion of application and applicable fees, a fingerprint card will be mailed to you.
   d. Fees:
      1. Application fee - $125.00 (non-refundable)
      2. License fee - PT $150.00 or PTA $125.00
      3. Fingerprint/criminal history processing fee - $50.00 (non-refundable)
      **Total Fees: PT ($325.00) & PTA ($300.00)**

   These fees may be paid online with a credit/debit card; or, if you apply by paper application the fees may be paid by check (personal, cashier’s, company) or money order and must be submitted with the required forms. Payment must be made payable to the Mississippi State Board of Physical Therapy (MSBPT). A $40.00 fee will be charged for all checks returned “insufficient funds” (NSF).
   e. National Physical Therapy Examination (NPTE) scores reported directly to this office from the:

   Federation of State Boards of Physical Therapy (FSBPT)
   124 West Street South, Third Floor
   Alexandria, VA 22314
   1-703-739-9420
   [http://www.fsbpt.org](http://www.fsbpt.org)

   Acceptable Scores:
   1. Prior to 3/1/94 - A score no lower than 1.5 standard deviations below the mean with a scaled score of 70
   2. On or after 3/1/94 - A criterion-reference scale score of 600 or higher

   All jurisdictions currently use the NPTE as the licensure exam. Scores must be reported through the standard interstate reporting format from FSBPT.

   Mississippi adheres to the FSBPT lifetime limit of six (6) exam opportunities in any jurisdiction. If you have taken the exam six (6) times, you have exhausted your eligibility to sit for the NPTE.
   f. Verification of all (active & closed) license/registration/certification reported directly to this office from the state, province, country, or other jurisdiction issuing the license/registration/certification. Contact each state board in which you have held a license.
   g. Mississippi Jurisprudence Exam:

   The jurisprudence exam is available through the online application process. If applying by paper application, the jurisprudence exam is available in this packet or available for
download on the Board website located under applying for licensure. The exam is open book style by using the regulations and law. No applicant shall be considered for licensure until a passing score is on file. The minimum acceptable score is 70 (seventy).

h. Education:

1. Graduates of CAPTE-accredited programs - The education section on the application must be completed; and verification of education reported directly to this office from the institution (form enclosed).

   OR

2. Graduates of non-CAPTE-accredited programs in foreign countries - an education credential evaluation (see "Education Credential Review")

i. Proof of proficiency in the English language if the education program in physical therapy was in a foreign country (see English Proficiency Requirements);

j. A copy of the applicant's H-1B Visa, INS Form I-94, or other legal document allowing the applicant into the United States, if applicable.

Temporary permit per Part 3103 Rule 1.4(2) of the regulations

NOTE: A maximum 60 day temporary license may be issued to applicants who have on file and satisfactory to this office: 1) the completed licensure application (including fees and practice history); 2) the verification of one current license in good standing from a jurisdiction with license requirements equal to or greater than those in Mississippi; 3) the Mississippi address of record where the applicant will live; 4) proof of proficiency in the English language, if applicable; and, 5) an education credential evaluation, if applicable. During this period all other documentation required for a regular license must be verified directly to the Board.

In Mississippi, a PTA issued a regular license may only practice under the supervision of a physical therapist as defined in Part 3103 Chapter 8 of the regulations. (Enclosed PTA supervision reporting memorandum).

All questions concerning the transfer of NPTE test scores from one jurisdiction to another jurisdiction should be addressed to the FSBPT at 1-703-739-9420 or http://www.fsbpt.org. If there is a question concerning the status of applications for CBT and/or their authorization-to-test letters, please call FSBPT at 1-703-739-9420.

Education Credential Review

The Mississippi State Board of Physical Therapy has recognized the doctor of physical therapy degree conferred by the University Mississippi Medical Center (UMMC) as the prevailing standard. Effective July 1, 1996, the Board will only accept credential evaluations based on this standard that are performed and reported to this office by the agencies listed below. Please contact the listed credentialing agency for all information needed with regard to applying for an evaluation.

Approved Credentialing Agencies

1. Foreign Credentialing Commission on Physical Therapy (FCCPT)
   124 West Street South, 3rd Floor
   Alexandria, VA 22314-2825
   www.fccpt.org
   (703) 684-8406 Voice
   (703) 684-8715 Fax
English Proficiency Requirements

Any applicant who is a graduate of a PT program in a foreign country is required to submit documentation, acceptable to the Board, of proficiency in the English language (see Part 3103 1.3(5)(b) of the regulations). The minimum acceptable scores needed for licensure are as follows:

A. Test of English as a Foreign Language (TOEFL)  
   - Minimum total score of 560 (paper & pencil) or 220 (computer)

B. Test of Spoken English (TSE)  
   - Minimum score of 50

C. Test of written English (TWE) or Essay Test  
   - Minimum score of 4.5

Effective January 1, 2007, evidence of successful completion of a Board approved English proficiency examination:

1. Minimum scores on the TOEFL iBT:
   1. 24 on the writing section
   2. 26 on the speaking section
   3. 21 on the reading section
   4. 18 on the listening comprehension section

NOTE: All reports of exam scores must be sent directly to the Board from the examining authority. Applicants interested in taking the above referenced examinations should contact:

TOEFL/TSF Services  
P.O. Box 6151  
Princeton, NJ 08541-6151\USA  
(609) 951-1100

The code used to request that scores be reported to the Mississippi State Board of Physical Therapy is 8669.

Overnight Mail

Requirements for licensure may be sent via overnight mail. However, if you send any application documents by overnight mail, you should use the street address:

Mississippi State Board of Physical Therapy  
840 East River Place, Ste. 503  
Jackson, MS 39202
Enclosures:

1. Licensure Application
2. Verification of Licensure
3. Verification of Education
4. Practice History form
5. Jurisprudence Exam
6. Fingerprint Card Request Form
7. PTA Supervision Reporting Memorandum
8. Regulations Governing Licensure of Physical Therapists and Physical Therapist Assistants