



**DISTRICT OF COLUMBIA
DEPARTMENT OF HEALTH
HEALTH PROFESSIONAL LICENSING ADMINISTRATION
BOARD OF PODIATRY**

To expedite the processing of your **NEW LICENSE APPLICATION** be sure to follow the instructions carefully before mailing your application package. It is important to send in all the required supporting documents listed below based on the method by which you are applying:

**PODIATRIST BY
EXAMINATION**

Checklist of Supporting Documents required

- A complete signed application for DC License
- Two (2) recent passport photos (2" X 2")
- Social Security Number or a Sworn Affidavit
- Photocopy of a government issued **photo ID** (*such as valid driver's license*)
- Name Change Document (Marriage Certificate, Divorce Decree or Court Order), if applicable.
- Podiatry School Transcript
- NBPME – Certified National Exam Results – Parts 1 and 2
- Part 3- Passing score is 75 or above
- Proof of Residency
- Three (3) Professional References
- \$264 for Application and License Fee must be in the form of Check, Money Order or Certified Check, payable to DC TREASURER.
- To undergo a **Criminal Background Check** with the DC Police Department, please include additional \$50.00. Make the check payable to **D.C. Treasurer**.

**PODIATRIST BY
ENDORSEMENT**

Checklist of Supporting Documents required

- A complete signed application for DC License
- Two (2) recent passport photos (2" X 2")
- Social Security Number or a Sworn Affidavit
- Photocopy of a government issued **photo ID** (*such as valid driver's license*).
- Name Change Document (Marriage Certificate, Divorce Decree or Court Order), if applicable.
- Podiatry School Transcript
- NBPME – Certified National Exam Results –Parts 1 and 2
- Part 3- Passing score is 75 or above
- Proof of Residency
- Three (3) Professional References
- Letter of verification from each state of licensure
- \$264 for Application and License Fee must be in the form of Check, Money Order or Certified Check, payable to DC TREASURER.
- To undergo a **Criminal Background Check** with the DC Police Department, please include additional \$50.00. Make the check payable to **D.C. Treasurer**.

899 North Capitol St, NE, 1st Floor, Washington, D.C. 20002 Telephone (877) 672-2174 Fax (202) 727-8471

PLEASE INCLUDE THIS FORM WITH YOUR APPLICATION

Revised: 04/25/11