

**481—841.2(151) Initial licensure.**

**841.2(1)** To apply for a license, the applicant will complete an online application packet and pay the nonrefundable application fee.

*a.* If licensed in another jurisdiction, the applicant will complete the licensure by endorsement application and submit a license verification document that discloses if disciplinary action was taken in the jurisdiction where the applicant was most recently licensed.

*b.* A person who is licensed in another jurisdiction and cannot satisfy the requirements of licensure by endorsement may apply for licensure by verification, if eligible, in accordance with rule 481—501.1(272C).

*c.* An application not completed according to guidelines will not be reviewed by the board.

*d.* The applicant will request the accredited chiropractic school submit official copies of the applicant's transcripts to the board office.

*e.* The applicant will submit an official certificate of completion of 120 hours of physiotherapy that includes a practicum component from a board-approved chiropractic college.

*f.* The applicant will pass all parts of the NBCE examination as outlined in rule 481—841.3(151).

*g.* The applicant will submit a copy of the chiropractic diploma.

**841.2(2)** Licensees who were issued their licenses within six months prior to the renewal date are not required to renew their licenses until the renewal date two years later.

**841.2(3)** Incomplete applications that have been on file in the board office for more than two years will be:

*a.* Considered invalid and destroyed; or

*b.* Maintained upon written request from the candidate.

**841.2(4)** A license will be publicly displayed in the licensee's primary place of practice.

**841.2(5)** Licensees are required to notify the board of chiropractic of changes in residence or place of practice within 30 days after the change of address occurs.

[ARC 7966C, IAB 5/15/24, effective 6/19/24; Editorial change: IAC Supplement 9/18/24]