**Section 1340.30 Application for Licensure on the Basis of Examination**

a) An applicant for a physical therapist license by examination shall submit:

1) A completed and signed application on forms provided by the Division;

2) Certification of graduation from a physical therapist program, signed by the Director of the Physical Therapy Program or other authorized university official and bearing the seal of the university, which meets the requirements set forth in Section 1340.20; and

3) The required fee set forth in Section 1340.57.

b) An applicant for a physical therapist assistant license by examination shall submit:

1) A completed and signed application on forms provided by the Division;

2) Certification of graduation from a physical therapist assistant program and attainment of a minimum of an associate degree signed by the director of the Physical Therapist Program or other authorized school official and bearing the seal of a school that meets the requirements set forth in Section 1340.20; and

3) The required fee set forth in Section 1340.57.

c) If supporting documentation for the application is not in English, a certified translation must be included.

d) An applicant shall have 60 days, or until the next date when the test is administered, after approval of the application to take the examination. If the examination is not taken on the authorized test date, the examination fee is forfeited, and the applicant shall resubmit the required examination fee to the designated testing service. An applicant who fails to take the examination on the authorized test date shall forfeit the right to work as a physical therapist or physical therapist assistant until the examination is passed.

e) If the applicant has ever been licensed/registered in another state or territory of the United States, the applicant shall also submit a certification, on forms provided by the Division, from the state or territory of the United States in which the applicant was originally licensed and the state in which the applicant predominantly practices and is currently licensed, stating:

1) The time during which the applicant was licensed/registered in that jurisdiction, including the date of the original issuance of the license;

2) A description of the examination in that jurisdiction; and

3) Whether the file on the applicant contains any record of disciplinary actions taken or pending.

f) An applicant for a license, who has successfully completed the examination recognized by the Division in another jurisdiction but who has not been licensed in that jurisdiction, shall file an application in accordance with subsection (a) or (b) and have the examination scores submitted to the Division by the reporting entity.

g) When the accuracy of any submitted documentation or the relevance or sufficiency of the course work or experience is questioned by the Division or the Board because of lack of information, discrepancies or conflicts in information given or a need for clarification, the applicant seeking licensure shall be requested to:

1) Provide the requested information as may be necessary; and/or

2) Appear for an interview before the Board to explain the relevance or sufficiency, clarify information or clear up any discrepancies or conflicts in information.

h) If the applicant has been determined eligible for licensure except for passing of the examination, the applicant shall be issued a letter of authorization to test that allows the applicant to practice under supervision in accordance with Section 2 of the Illinois Physical Therapy Act (the Act). Supervision shall constitute the presence of the licensed physical therapist on site to provide supervision. The applicant shall not begin practice as a physical therapist or physical therapist assistant, license pending, until the letter of authorization to test is received.

i) Examination Prior to Graduation

1) An applicant enrolled in an approved physical therapist program or physical therapist assistant program may apply to take the examination no more than 120 days prior to graduation if the applicant provides certification from the physical therapist program or physical therapist assistant program of the date upon which the applicant is expected to graduate. If certification of graduation is not received within 90 days after the scheduled graduation date, the results of the examination shall be void.

2) The results of the examination shall be made available to the applicant, but no license shall be issued until the Division has received certification that the applicant graduated within 90 days after the scheduled graduation date specified in the certification received from the physical therapist program or physical therapist assistant program required by subsection (i)(1), and until the applicant has met all other requirements for licensure set forth in the Act and this Part.

3) If the applicant fails the examination, the applicant must submit a certificate of graduation to the Division or its designated testing service prior to taking the next examination.

(Source: Amended at 47 Ill. Reg. 13093, effective August 24, 2023)