

FOREIGN CREDENTIALING COMMISSION ON PHYSICAL THERAPY (FCCPT)
Physical Therapist Assistant Educational Equivalency Review
APPLICATION CHECKLIST

HAVE YOU INCLUDED THE FOLLOWING IN YOUR APPLICATION?

- Completed *Attestation Form* with notarized signature and current passport photo.
- Copy of physical therapy certificate, diploma or degree notarized “To be a True Copy of the Original.”
- If another person will represent you, the *FCCPT Release of Information Authorization Letter*, which you have signed and had notarized in the country where you reside authorizing this person to represent you.

HAVE YOU ARRANGED FOR THE FOLLOWING DOCUMENTS TO BE MAILED DIRECTLY TO FCCPT?

- Transcripts/mark sheets/grade lists/etc. from all institutions of higher education that you have attended.
- Syllabus/course descriptions from the educational institution(s) where your physical therapy education was completed. (Login to your online application and click on “View Progress” to see if FCCPT already has a copy of the syllabus for your school and graduation year on file. If we do not, the Requirement Satisfied will say “No” beside the PT Syllabus requirement; you would then need to arrange to have a syllabus sent directly to FCCPT. If it says “Yes”, you are not required to have a syllabus sent.)
- Translations by Certified Translators for all non-English language documents. If the University does not provide translations, request that the University send the original language documents *directly* to FCCPT. FCCPT will provide you with copies to send to a Certified Translator. The Certified Translator must send the original language documents and translations *directly* to FCCPT.

Note: An Application file will be started with receipt of a completed online Application and full payment. You are encouraged to apply to FCCPT in advance of any documents from institutions and other organizations. Documents received without an active Application file will be sent to archives and held for six months.

[KEEP THIS CHECKLIST FOR YOUR FILE.]