



FOREIGN CREDENTIALING COMMISSION ON PHYSICAL THERAPY (FCCPT)

## **Physical Therapist Credentials Evaluation APPLICATION CHECKLIST**

### **HAVE YOU SENT THE FOLLOWING TO FCCPT?**

- Completed *Attestation form* with notarized signature and a 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 that you have signed and had notarized, authorizing this person to represent you.

### **HAVE YOU ARRANGED FOR THE FOLLOWING DOCUMENTS TO BE MAILED DIRECTLY TO FCCPT FROM THE ISSUING INSTITUTIONS?**

- Academic Credentials Verification* from the country where your physical therapy education was completed. Use the *Request for Academic Credentials Verification*.
- License/Registration Verification* from all licensing jurisdiction(s) where you hold a valid physical therapy license. Use the *Request for License/Registration Verification*.
- Transcripts/mark sheets/grade lists/etc. and corresponding syllabus/course descriptions from the educational institution where your physical therapy education was completed.
- 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.
- English proficiency scores: TOEFL, TWE & TSE (Type I and II certification applicants only).
- National Physical Therapy Examination (NPTE) score from the score transfer service of the Federation of State Boards of Physical Therapy, if you have taken this exam. (The NPTE score is required of all Type II applicants).

Note: An Application file will be started with receipt of a completed Application and full payment. You are encouraged to send your Application 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. A retrieval fee may be assessed.

**[KEEP THIS CHECKLIST FOR YOUR FILE.]**