



ALABAMA BOARD OF EXAMINERS IN PSYCHOLOGY

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August 15, 2017

*See back

PSYCHOLOGICAL TECHNICIAN LICENSE RENEWAL NOTICE - FISCAL YEAR 2018

Please read carefully.

Dear Licensee:

Your License Renewal / Continuing Education Fee of \$180.00 for FY'2018 is due and payable no later than October 15, 2017.

Your \$180.00 Renewal Fee may be paid by check, Money Order, or Cashier's Check. Please submit your completed & signed Psychological Technician License Renewal Notice, Fee, and proof of completion of annual C.E. requirements to the Board Office at its new address, above, no later than October 15, 2017 to avoid a Lapse in licensure*.

REQUIRED INFORMATION: The following questions must be answered. If your answer to any item is "Yes", please attach an explanation. Do not report closed investigations where no probable cause was established.

Below: YES NO

Table with 3 columns: Question, YES, NO. Contains 8 rows of questions regarding disciplinary actions, health problems, consent orders, arrests, court orders, alcohol/drug use, and military discharge.

CONTACT INFORMATION: Complete information is required.

Form with fields for Name, License Number, Last 4 of SS#, Email Address, and Mailing/Work/Practice addresses.

CERTIFICATION: and Sign & Date below. Renewals received in the Board Office after October 15 are delinquent and the license will Lapse. Late penalties apply to reinstate a Lapsed license. Non-Renewals will expire on October 15, 2017.

RENEW for FY 2017-2018

DO NOT RENEW for FY 2017-2018

SIGNED _____

DATE _____

Office Use Only
Citizen _____ Immigration Status _____ Fee Paid _____ Date _____

Please be advised:

* Failure to meet and submit all License Renewal requirements by October 15 shall result in a **Lapse** in licensure. Lapsed Status **prohibits a licensee from continuing to practice** unless working in an exempt setting. A postmark of October 15 **will not substitute for receipt in the Board Office**. A Lapsed license may be renewed / reinstated after October 15 upon submission of all delinquent requirements and payment of the late penalty. Late penalties increase by twenty dollars (\$20.00) for each month, or fraction thereof, that Renewal is late.

After a period of two (2) years, a Lapsed license will expire and shall be ineligible for renewal / reinstatement and submission of a new Application shall be required in order to potentially establish licensure in Alabama once again. Please note that licensure requirements and qualifications are subject to change. Applications are reviewed according to statutes governing qualifying educational and training experience and competency requirements in place at the time the Application is submitted ***even if the applicant held a license issued by the Alabama Board of Examiners in Psychology at any time in the past.***

A licensee may designate his or her license as **Inactive** at any time before the annual renewal date of October 15. Please contact the Board Office to request the Inactive Status application form. Fees apply. Inactive Status revokes privileges associated with licensure. An individual holding an Inactive license **shall not practice as a psychological technician or use the title “Licensed Psychological Technician”**. Inactive Status does not negate the Board’s jurisdiction over any period of active licensure.

** A crime related to driving while impaired or under the influence of any substance is not a ***“minor traffic violation”***.

*** “Drugs” are classified as any chemical substance ***whether legal or illegal, prescribed or un-authorized.***

Renewal Fees may be paid by check, Money Order, or Cashier’s Check; the Board does not accept Credit or Debit Card payments. Please make check, Money Order, or Cashier’s Check payable to: **Alabama Board of Examiners in Psychology**.

Please notify the Board Office of any changes to contact information during the licensure year.

Misrepresentation on any part of this form may be grounds for disciplinary action by the Board.