

# Application Checklist - Athletic Trainer

**Advisory Board of Athletic Trainers  
P.O. Box 12197 Capitol Station  
Austin, Texas 78711-2197**

**Qualification for Athletic Trainer License:** (Check one of the following to indicate how you qualify-see cover sheet for descriptions)

- [ ] **Method A – Apprenticeship – Please include the following items with your application**
- Official and original transcripts and other documentation from the registrar that verifies (1) completion of or enrollment in the required courses, (2) enrollment for the required duration of the apprenticeship, and (3) the award of a degree (if it has been awarded)
  - An apprenticeship record form signed by the supervising athletic trainer that verifies either completion of an apprenticeship program or that the program is in progress and at least 1300 clock-hours have been completed to date
  - A copy of the **front and back** of your current CPR/AED certification
  - A copy of the certificate of completion of the jurisprudence exam
- [ ] **Method B – BOC and/or Out-Of-State Licensee – Please include the following items with your application**
- An official, original transcript that verifies the award of a degree
  - A Verification of Out-of-State License form, completed by the agency that issued your license, certificate, or registration
  - A copy of the certificate of completion of the jurisprudence exam
  - A copy of the **front and back** of your current certification card from the Board of Certification, if certified
  - A copy of the **front and back** of your current CPR/AED certification
- Check this box if you have passed the BOC certification exam after January 1, 2004, and you wish to claim the exam waiver. Additional information may be required, such as a written verification of your BOC certification.**
- [ ] **Method C – Physical Therapy – Please include the following items with your application**
- A official, original transcript or certificate that verifies the required credentials
  - An apprenticeship record form signed by the supervising athletic trainer that verifies completion of an apprenticeship program or that the program is in progress and at least 600 clock-hour have been completed to date
  - A copy of the **front and back** of your current CPR/AED certification
  - A copy of the certificate of completion of the jurisprudence exam
- [ ] **Method D – Accredited Program – Please include the following items with your application**
- An official, original transcript that verifies enrollment in, or the award of a degree in athletic training (if it has been awarded) from a college or university that holds accreditation from a nationally recognized accrediting organization that is approved by the board (Commission on Accreditation of Athletic Training Education)
  - A notarized affidavit from the program director that attests to your enrollment in or successful completion of an accredited program in athletic training
  - A copy of the **front and back** of your current CPR/AED certification
  - A copy of the certificate of completion of the jurisprudence exam