

NORTH DAKOTA BOARD OF OCCUPATIONAL THERAPY PRACTICE

PO Box 4005
Bismarck, ND 58502-4005
Telephone (701) 250-0847
Fax (701) 224-9824
E-mail: ndotboard@aptnd.com
www.ndotboard.com

Requirements for Limited Permit

READ THE FOLLOWING INSTRUCTIONS FIRST. FAILURE TO DO SO MAY AFFECT YOUR PERMIT PROCESS.

- The board may grant a limited permit to a person who has completed the education and experience requirements set forth in N.D.C.C Chapter 43-40. A limited permit allows the person to practice occupational therapy under supervision of a North Dakota licensed occupational therapist. A limited permit is valid until the results of the examination taken by the person are available to the board and the board decides to issue or deny a license to the person.
- The holder of a limited permit must take the next available examination. According to N.D. Admin. Code 55.5-02-01-06, “next available examination” means examination within four months of completion of the education and experience requirements.
- **A limited permit may only be issued to those who have graduated within the past four months.**
- A limited permit may be renewed one time if the person has failed the examination or, with good cause as determined by the board, failed to take the next examination.

Please read the following instructions carefully!

1. Complete the Application for State Licensure, have it notarized and return it to the NDSBOTP office along with:

____ Substantiation of Supervision
____ NDSBOTP Law/Administrative Rules Self Assessment
____ Letter of good standing from faculty advisor
____ Official transcript sent from the college/university directly to the board office.

____ Initial Application Fee \$50
____ Limited Permit Fee OT/\$40 OTA/\$30

Continued on reverse side

2. You are required to have a letter sent from your school indicating you have successfully completed your academic and fieldwork requirements and are eligible to sit for the next examination.

3. Your official transcript must be sent directly from the college/university to the board office.
4. The law requires that all Occupational Therapists and Occupational Therapy Assistants complete a “Substantiation of Supervision” form before a limited permit will be issued.
5. The NDSBOTP Law and Administrative Rules that govern the practice of occupational therapy in the State of North Dakota can be found on the board web site www.ndotboard.com Please review them and complete the NDSBOTP Law and Administrative Rules Self Assessment. Failure to submit the completed quiz and obtain a score of 80% or higher will result in a delay of issuing your limited permit.
6. **If your application is incomplete, it will be returned to you and licensing will be delayed. You may not work until you receive your limited permit.**
7. In order to receive your permanent license, you must submit proof of a passing score on the national exam within eighteen (18) months of the date the board office received your Application for Licensure and the remainder of the licensing fee (see fee schedule on Application for Licensure) to the board office.

NOTE: IT IS AGAINST THE LAW TO WORK AS AN OCCUPATIONAL THERAPIST OR OCCUPATIONAL THERAPY ASSISTANT UNTIL YOU ARE LICENSED IN NORTH DAKOTA.

Rev. 2/08