

## OBOP Licensure by Endorsement < 15 years Checklist

This checklist is for applicants who possess and have maintained an active license to practice psychology issued by a Board that is a member jurisdiction of the Association of State and Provincial Psychology Boards (ASPPB) for **less than 15 years**. An "active license" means a current, practicing status license. This includes semi-retired or semi-active statuses, so long as you are currently authorized by the jurisdiction to practice psychology. This does not include inactive status licenses, or those that have not been renewed or reregistered to practice psychology in the jurisdiction. Forms are found on the [Applying for Licensure](#) webpage under "Application Methods".

Apply for Licensure: [Oregon.gov/psychology/pages/apply.aspx](https://obop.us.thentiacloud.net/webs/obop/application/#/login)

☐ **Online Application - Start here.** All applicants are required to fill out an online application. The application is not considered complete until payment has been made. A complete list of what the board has received will not be available to you before the application has been submitted. Please visit the [Applicant Portal](#) to create your account and complete this first step.

Applicant Portal: <https://obop.us.thentiacloud.net/webs/obop/application/#/login>

☐ **License Documentation (File Transfer)** - A file transfer is not required. However, applicants may find it easier to complete their application if a file transfer is requested. Request that your file be sent directly to the Board's office from your original licensing state or from your credentialing body (ASPPB, ABPP, or National Register). However, not all documents can be accepted through this transfer.

### Documents that can be transferred:

- Copy of official Transcripts.
- Post-Doctoral Supervision documents.
- Copies of EPPP scores (Including date passed).

### Other documentation required:

- License Verification
- Background check

☐ **Transcript** – Please have your official doctoral transcript(s) with the degree conferral date sent directly to the Board from the institution or transcript service your college uses. Please have them emailed to: [psychology.board@mhra.oregon.gov](mailto:psychology.board@mhra.oregon.gov), or physically mailed to 3218 Pringle Road SE, Ste. 130, Salem, OR 97302. **Email is the preferred method of delivery.**

☐ **EPPP score**- You will need to request a score transfer from ASPPB - <https://asppb.net/exams/eppp/eppp-score-transfer/>

☐ **Documentation of post-doctoral work experience**- One reference form from each person who served as a primary supervisor during your post-doctoral supervised work experience. [https://www.oregon.gov/psychology/Documents/Supervisor\\_Reference.pdf](https://www.oregon.gov/psychology/Documents/Supervisor_Reference.pdf)

Documents may be sent to [psychology.board@oregon.gov](mailto:psychology.board@oregon.gov), or mailed to: 3218 Pringle Road SE, Ste. 130, Salem, OR 97302.

☐ **License Verification** - Official license verification for each health care professional license or registration, current or expired. If your State Board does not send license verifications, please email staff after your application has been submitted - [psychology.board@mhra.oregon.gov](mailto:psychology.board@mhra.oregon.gov)

☐ **Background Check**- Applicant background check results must be received and reviewed before the application may be approved. Criminal Background Checks are only valid for 90 days without a submitted application. Please make sure the application has been submitted to the board within 90 days of having your fingerprinting done.

*Please refer to the Fingerprinting instructions:*

[https://www.oregon.gov/psychology/Documents/Fingerprint\\_Instructions.pdf](https://www.oregon.gov/psychology/Documents/Fingerprint_Instructions.pdf)

*For additional information please see our FAQ:*

[https://www.oregon.gov/psychology/Documents/Fingerprinting\\_FAQ.pdf](https://www.oregon.gov/psychology/Documents/Fingerprinting_FAQ.pdf)

☐ **Foreign Degrees**- Any applicant who has completed their education outside of the United States or Canada is considered a foreign degree applicant. A foreign degree applicant who has maintained an active license, to practice psychology issued by a Board that is a member jurisdiction of the Association of State and Provincial Psychology Boards based on a doctoral degree, for a minimum of 5 years can apply using the endorsement method. The 5 years of licensure experience must be as an independent practitioner who does not hold a conditional license or need supervised clinical experience as a condition of the license. Foreign degree applicants who possess a license in an ASPPB jurisdiction but do not meet the 5-year experience requirement must apply using the standard method. The following additional forms are needed for foreign degree applicants:

- ☐ Educational Record in Psychology Form
- ☐ Internship Site Director Reference Form
- ☐ University Director of Training Form
- ☐ Degree Evaluation performed by a Board recognized credentialing body.

When all necessary items are received, your application is ready for review and will be processed by the Board's office. You will be notified if additional information is needed. The review process may take up to two weeks. Extenuating circumstances may extend this time. You will receive notification when your application has been approved. After this, you may request to sit for the EPPP and the OJE. You may also view the status of documents received by logging into the [Applicant Portal](#) and clicking "Review Documents." Please allow some time following initial application submission for this list to be updated as they are not automatically updated.

Forms are found on the [Applying for Licensure](#) webpage under "Required Forms" –

Apply - <https://www.oregon.gov/psychology/pages/Apply.aspx>

Forms - <https://www.oregon.gov/psychology/Pages/Forms.aspx>