

OBOP Standard Application Checklist

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

- Online Application** ([Applicant Portal](#))- includes payment of application and background check fee.
- Transcript Official**- graduate level transcript(s) showing date degree was conferred, sent directly from the educational institution to the Board's office. Transcripts may be sent to psychology.board@oregon.gov, or to 3218 Pringle Road SE, Ste. 130, Salem, OR 97302.
- Supervisor Reference Forms**- One reference form from each individual who served as a primary supervisor during your internship and post-doctoral supervised work experience.
- Professional Reference Forms**- Three (3) reference forms from colleagues (other than primary supervisors) who can attest to your professionalism and fitness to practice psychology.
- University Director of Training Reference Form**
- License Verification Request Form(s)**- Official license verification for each health care professional license or registration, current or expired.
- Resident Supervision Contract** (If Applicable)- While obtaining post-doctoral supervised work experience, a candidate for licensure must be in a Board-approved Resident Supervision Contract. Some exemptions apply. You may submit your contract along with your online application, or following submission, via the [Applicant Portal](#). However, note that your contract cannot be approved until your application is approved.
- Background Check**- Please refer to the [Fingerprinting Instructions](#). Your background check results must be received and reviewed before your application may be approved.

The following applies *only* to Psychologist Associate Applicants or Psychologist Applicants with Foreign Degrees:

- Educational Record in Psychology Form
- Internship Site Director Reference Form

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 takes up to two weeks, but may take longer under extraordinary circumstances. You will receive notification when your application has been approved, and then may request to sit for the EPPP. You may 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.