

**WAC 246-924-013 Psychologist application and licensure process.**

The requirements in this section apply to individuals applying for a psychologist license.

(1) Application time frame. An applicant shall submit to the department all documents requested by the department within one year from the date the application is received by the department.

(a) Failure to provide all requested documents within one year from the date the application is received by the department will result in application closure.

(b) To continue the application process, an applicant whose application was closed shall submit a new application with all new requested documents and a new fee.

(2) Licensure by examination application. An applicant who is applying for their first psychologist license or does not qualify for licensure by endorsement shall submit to the department a completed application form provided by the department that includes:

(a) The application fee(s) described in WAC 246-924-990;

(b) Official transcripts verifying completion of a doctoral degree program described in WAC 246-924-046. If not all relevant coursework is included in the doctoral program, an applicant shall submit transcripts for the master's program;

(c) Evidence of completing the practicum requirements established in WAC 246-924-052;

(d) Evidence of completing the internship experience requirement, including the internship brochure as defined in WAC 246-924-056 or 246-924-057;

(e) Evidence of completing the supervised experience requirement as defined in WAC 246-924-043;

(f) Verification of passing the national Examination of Professional Practice of Psychology (EPPP) described in WAC 246-924-070;

(g) If telesupervision was used by the applicant, the doctoral program's written telesupervision policy as required under WAC 246-924-051;

(h) Passing the background check required under RCW 18.130.064; and

(i) Any other documents requested by the department.

(3) Licensure by endorsement application. Qualifying applicants who are applying for licensure by endorsement under WAC 246-924-100 shall submit to the department a completed application form provided by the department that includes:

(a) The application fee(s) described in WAC 246-924-990;

(b) Verification of passing the EPPP described in WAC 246-924-070, transferred to the department by the testing company;

(c) Verification of the out-of-state license in good standing, if online verification is not available;

(d) Verification of passing the background check required under RCW 18.130.064; and

(e) Any other documentation requested by the department.

If an applicant does not qualify for licensure by endorsement under WAC 246-924-100, then the applicant shall submit additional supporting documentation for their application to be considered under the licensure by examination process, under subsection (2) of this section.

(4) Probationary license application. An applicant who is applying for reciprocity to obtain temporary licensure to work on licensure deficiencies shall submit to the department a completed application form provided by the department, including:

(a) An examination application and documents requested in subsection (2) of this section;

(b) The application and probationary license fees described in WAC 246-924-990; and

(c) Any other documentation requested by the department.

(5) An applicant with out-of-country education who does not qualify for an application pathway in subsections (2) through (4) of this section shall submit to the department:

(a) A professional education evaluation from an accredited credentialing evaluation organization showing their education is equivalent to a doctoral degree under RCW 18.83.070. Accredited credential evaluation organizations include:

(i) The National Register; and

(ii) National Association of Credential Evaluation Services (NACES);

(b) An examination application and documents requested in subsection (2) of this section;

(c) The application fees described in WAC 246-924-990; and

(d) Any other documentation requested by the department.

(6) Non-English documents. Documents submitted in a language other than English must be accompanied by an accurate translation of those documents into English. Translated documents must bear a notarized affidavit certifying that the translator is competent in both the language of the document and the English language, and that the translation is a true and complete translation of the non-English language original. Costs of all translations shall be at the expense of the applicant.

[Statutory Authority: Chapter 18.83 RCW, RCW 18.83.050, 18.130.800, 2023 c 425, and 2024 c 371. WSR 25-15-068, s 246-924-013, filed 7/14/25, effective 8/14/25.]