

Application Checklist for New OT/OTA/PA/PTA License

- READ THE APPLICATION DIRECTIONS: <https://dpi.wi.gov/tepd/elo/other/ot-pt>
- If required, have you submitted your fingerprints through Fieldprint?
- If required, have you scanned any documentation to upload into the Conduct and Competency questionnaire?
- Have you collected and scanned the following documents into files that are 2MB or smaller?
 - copy of valid DSPS license (DSPS wallet card is acceptable)
- Have you created a WAMS ID through the WAMS Self-Registration?
- Have you Onboarded and found your licenses?
- Do you have a credit card or pre-paid credit card to complete online payment?

WHEN YOU CAN CHECK OFF EVERY BOX, YOU ARE READY TO SUBMIT YOUR APPLICATION. YOU WILL RECEIVE AN EMAIL NOTIFICATION ONCE THE PROCESSING IS COMPLETED, AT WHICH TIME YOU MAY LOG BACK IN TO PRINT A COPY OF YOUR LICENSE. DPI NO LONGER MAILES OUT LICENSE CERTIFICATES.

APPLICATIONS SHOWN BELOW ARE FOUND ON THE ELO QUICK START MENU

Option 1: Apply for School *Occupational Therapy* license

Apply for a NEW LICENSE

Are you a recent graduate, have completed a new approved program, or passed a Wisconsin content test to add a teaching subject to your license? Thinking about moving to Wisconsin and becoming an educator? Apply for a new license below.

4-Other Category

School Occupational Therapist License [O051]

Request Initial School Occupational Therapist License [1020] **Go!**

Option 2: Apply for School *Occupational Therapy Assistant* license

Apply for a NEW LICENSE

Are you a recent graduate, have completed a new approved program, or passed a Wisconsin content test to add a teaching subject to your license? Thinking about moving to Wisconsin and becoming an educator? Apply for a new license below.

4-Other Category

School Occupational Therapist Assistant License [O052]

Request Initial School Occupational Therapist Assistant License [1020] **Go!**

*Option 3: Apply for School **Physical Therapy** license*

Apply for a NEW LICENSE

Are you a recent graduate, have completed a new approved program, or passed a Wisconsin content test to add a teaching subject to your license? Thinking about moving to Wisconsin and becoming an educator? Apply for a new license below.

4-Other Category

School Physical Therapist License [O053]

Request Initial School Physical Therapist License [1020]

Go!

*Option 4: Apply for School **Physical Therapy Assistant** license*

Apply for a NEW LICENSE

Are you a recent graduate, have completed a new approved program, or passed a Wisconsin content test to add a teaching subject to your license? Thinking about moving to Wisconsin and becoming an educator? Apply for a new license below.

4-Other Category

School Physical Therapist Assistant License [O054]

Request Initial School Physical Therapist Assistant License [1020]

Go!