

# Military Application Fee Waiver

*This waiver request is for applications for initial licensure only.*

Senate Bill 807 (84<sup>th</sup> Legislature – 2015) allows for the waiver of application fees for **military service members** and **military veterans** who are applying for licensure by examination and by endorsement. Additionally, it allows for the waiver of application fees for **military spouses** who are applying for licensure by endorsement.

Current statute (Chapter 55, Occupations Code, §55.001) includes the following definitions:

**Active duty** - current full-time military service in the armed forces of the United States or active duty military service as a member of the Texas military forces, as defined by Section 437.001, Government Code, or similar military service of another state.

**Armed forces of the United States** - the army, navy, air force, coast guard, or marine corps of the United States or a reserve unit of one of those branches of the armed forces.

**Military service member** - a person who is on active duty.

**Military spouse** - a person who is married to a military service member.

**Military veteran** - a person who has served on active duty and who was discharged or released from active duty.

To apply for a waiver of application fees, please complete the following **Military Application Fee Waiver Request** form and attach a copy of the following official documentation:

- **Military Service Member:** Current original orders, including signature page(s) or Military ID
- **Military Veteran:** DD 214
- **Military Spouse:** Military ID

When submitting the **Military Application Fee Waiver Request**, please include a completed paper application for licensure which is downloadable from the PT or OT Forms page, respectively. ***If you are requesting a fee waiver, do not apply online.***

This form and the official documentation may not be faxed or emailed.

For more information regarding eligibility for fee waivers and expedited services, see §329.1 and §329.6 of the [PT Rules](#) or §364.1 of the [OT Rules](#).

**An application and waiver are valid for one year. If a license is not obtained within the one-year application period, the applicant must submit an updated Military Application Fee Waiver Request and official documentation to continue the application and waiver for an additional year. If no longer meeting waiver eligibility requirements, the applicant must submit the application fee to continue the application for a second year.**



**Executive Council of Physical Therapy and Occupational Therapy Examiners**  
 333 Guadalupe, Ste 2-510 512/305-6900  
 Austin, Texas 78701-3942 <http://www.ptot.texas.gov>

## Military Application Fee Waiver Request

*For initial licensure applications only.*

Please print your full name, mailing address, phone number and email address as it appears on your application.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

City	State	Zip
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**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

***Please check the appropriate box below:***

I am a:     Military Service Member       Military Spouse       Military Veteran

***Please circle the appropriate Application Type:***    PT/PTA      OT/OTA

***Please check the appropriate Licensure Method below:***

I am applying:     By examination\*       By endorsement\*\*

***Please check if applicable:***

I am submitting this request and official documentation to continue the waiver and application for an additional year.

\* Only military service members and military veterans are eligible for fee waivers if applying for licensure by examination.

\*\* Military service members, military spouses, and military veterans are eligible for fee waivers if applying for licensure by endorsement.

***Please attach a copy of official documentation of your military or veteran status, or the military status of your spouse.***

***This form and the official documentation may not be faxed or emailed.***

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_