

Check For New Name or Address.
Indicate any changes below.

License No.

Name

Address

City State Zip

Country

E-mail

Your Montana Embryo Transfer Technician - Nonsurgical certificate will expire on November 1.

TO RENEW ONLINE, GO TO: <https://ebiz.mt.gov/pol/> (Online transactions must be completed no later than 11:59 PM, MST on the renewal deadline date. Failure to complete the transaction by 11:59 PM, will result in the addition of a late fee).

Or, in order to renew your license by mail:

- 1) Complete the renewal application.
- 2) Complete the Continuing Education Attest Statement below.
- 3) Answer the disciplinary question at the bottom of the form.
- 4) Submit a check or money order for \$145.00 made payable to the Board of Veterinary Medicine. Do not send cash. Canadian and foreign residents pay in U.S. funds only.
- 5) Renewals with a U.S. Postal Service postmark after November 1 will be assessed a penalty fee by state law of \$145.00, increasing the total amount due to \$290.00. NO EXCEPTIONS!
- 6) Sign the renewal application. Incomplete or unsigned renewal applications will not be processed and will be returned.
- 7) Return the renewal application and fee to the Board office postmarked by November 1.

CONTINUING EDUCATION ATTEST STATEMENT:

You are required to report 10 hours of continuing education obtained within the 12 months prior to November 1, in order to renew your license. Programs shall pertain to embryo transfer to qualify. The Board will be conducting a random audit of licensees during the renewal cycle to ensure compliance. If you are among those selected, you will be notified after November 1, to submit documentation that you have completed the requirement. Any CE non-compliance determined by the audit will be handled by the Board as a disciplinary matter.

Embryo Transfer Technicians renewing their license for the FIRST time are exempt from the CE requirement but must complete the renewal form and pay the renewal fee.

I have completed the required hours of continuing education.

I have not completed my continuing education. I have enclosed the renewal and late penalty fees for a total of \$290.00 and am requesting a 90-day CE grace period.

I do not need continuing education as this is my FIRST renewal.

HAVE ANY LEGAL OR DISCIPLINARY ACTIONS BEEN INSTITUTED AGAINST YOU OR ANY OF YOUR PROFESSIONAL LICENSES SINCE EITHER YOUR INITIAL LICENSURE IN MONTANA OR SINCE YOU RENEWED YOUR LICENSE, WHICHEVER OCCURRED LATEST?

Yes If so, please attach copies of the document that initiated each action and all final orders. Mont. Code Ann. Sec 37-1-105 requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of your license.

No

I hereby declare under penalty of perjury the information included in my renewal to be true and complete to the best of my knowledge.

Your signature: _____ Date: _____