



Board of Examiners in Optometry

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Wall, SD 57790

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Telephone: (605) 279-2244

Website: <http://optometry.sd.gov>

OPTOMETRY LICENSE APPLICATION

Requirements and Instructions- Applicant may keep this page for reference.

- Complete and mail enclosed application (pages 1-5). The application fee of \$175.00 must be sent by check or money order with the application. The application is good for one year from the date received. The application fee is non-refundable and must be paid again if reapplying after the expiration of the application. The application may be filled out electronically, but must be signed in ink and mailed to the address above.
- National Board Scores must be sent to the South Dakota Board of Optometry directly from the National Board of Examiners in Optometry.
- Official transcripts are required from all pre-optometric and optometric university education and must be sent directly from the school. Copies or unofficial transcripts will not be accepted.
- Pursuant to SDCL 36-7-12.2, effective July 1, 2009, each applicant for licensure is required to submit a full set of fingerprints with the completed application to obtain a state and federal criminal background check.
 - Instructions for completion:
 - Upon receipt of this application, fingerprint cards will automatically be mailed to the home address indicated on the application. If you would like them sent to another address, please provide this request in writing with the application.
 - The fingerprint cards you receive from the SDBEO **must** be the cards you use for the fingerprints since specific agency data is pre-printed on them. Make sure you fill out both sides of the cards before they are returned.
 - Contact your local law enforcement agency for fingerprinting.
 - Mail the completed fingerprint cards to the above address. Please include a check or money order for \$43.25 made payable to the **"South Dakota Division of Criminal Investigation"**.
 - Cards will be rejected if they have been bent, folded, tampered with, stained, smeared or stapled. If rejected, you will be notified to resubmit your cards.
 - Your application will not be processed until the results of the background check have been received. This board does not issue temporary licenses or special permits.
- Two references of good moral character must be submitted using forms Appendix A and B.
- License verification forms from Appendix C must be submitted for each state listed in the "record of licensure" on page 4. States may submit their preferred standard forms.
- The verification of practice location must be submitted using form Appendix D.
- When all documents have been received, you will receive notification that includes information regarding the estimated timeline for licensure and pro-rated license fee. Your certificate will be mailed upon receipt of the check or money order, address update form on Appendix E, and all other requirements as outlined in this application.

***Documents can also be found on the SDBEO website for your convenience in providing them to required parties.**
