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| **HOW TO REGISTER FOR THE NPTE** | **STEP 1 – REGISTER FOR NPTE THROUGH FSBPT*** **Create Your Profile**: complete your profile once your school has created an account through FSBPT
* **CAPTE Requirements:** Through FSBPT your school must validate your graduation date
* **Register for Exam**: Once validated, register for the exam; payment *for the exam* is due at this time
* **Become Eligible**: The state you’ve selected (See Step 2) must update your eligibility status on FSBPT
* Once eligible, you will receive an **ATT (Authorization to Test) Letter** within 48 hours via email
* **Register for Prometrics:** the ATT Letter has steps to register for a testing site; *another fee is due to reserve a seat* at a testing center
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| **STEP 2 – APPLYING FOR STATE LICENSE** * **Select a State for Licensure**: see following pages for a summary of jurisdiction requirements
* **Contact Your Licensing Authority:** find out what your jurisdiction requires. [Click here to contact your licensing authority.](https://www.fsbpt.org/FreeResources/LicensingAuthoritiesContactInformation.aspx)
* **Apply for a License:** Carefully complete all form requirements, pay the fees, and follow the instructions for submission. This may require professional references, program graduation verification, jurisprudence exam, etc.
* **Get Approval:** Once your jurisdiction approves your licensure application through FSBPT, you may complete your NPTE registration and/or jurisprudence exam using FSBPT (see step 1)
 | **STEP 3 – STUDY!*** **Make a Study Plan:** and stick to it
* **Take Multiple Practice Exams:** take from multiple sources and assess your target scores for areas of weakness
* Scorebuilders and TherapyEd are great resources
* PEAT Practice Exams are available through FSBPT and most closely resemble the actual exam
* If you are not meeting target scores and have already registered for an exam date, you can postpone your test date up to 5 days prior to your appointment for a small fee
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|  **A Few Extra Details…** * National and State Registration can occur simultaneously
* If your state requires an Official Transcript, make sure you request it from your University
* You do not have to physically take the exam in the state in which you desire to become licensed
* ONCE YOU’VE PASSED: you must submit your results and application of licensure to your jurisdiction to complete the licensure process
* **For more information, see the Exam Candidates tab on** [**www.fsbpt.org**](http://www.fsbpt.org)
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June 7, 2018