

Wisconsin Department of Safety and Professional Services

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DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING **CREDENTIALING INFORMATION FOR ACUPUNCTURIST** **CERTIFICATION APPLICANTS**

For Certification as an Acupuncturist, fees and your application for certification as an Acupuncturist must be completed in LicensE.

[LicensE Customer Information](#)

In addition, the following documents are required:

1. Evidence of successful completion of clean needle technique course sent directly to the Department from Council of Colleges of Acupuncture and Oriental Medicine ([CCAOM](#)).
2. Evidence of successful completion of course of study and residency, the equivalent of at least two (2) consecutive years of full-time education and clinical work in Oriental diagnostic and therapeutic theories and practices at a school accredited by the National Accreditation Commission for schools, and colleges of Acupuncture and Oriental Medicine or the National Certification Commission for Acupuncture and Oriental Medicine ([NCCAOM](#)).
This must include dates attended and number of hours completed in program. Transcripts must be sent directly to the Department from the school.
3. Evidence of successful completion of NCCAOM examination in acupuncture, with a passing score, determined by NCCAOM, sent directly to the Department from NCCAOM.
4. Verification of Certification (active or inactive) as an acupuncturist in other state or territory, sent directly to the Department from state board(s). **(If applicable.)**
5. Affidavit of Active Acupuncture Practice (**Form [#2773](#)**). **(Only required for reciprocal applicants or for late renewal after 5 or more years.)**

NOTE: All supporting documents must be received directly from the jurisdictions and institutions involved. Documentation will not be accepted from the applicant.

APPLICATION IS NOT COMPLETE UNTIL ALL OF THE FOLLOWING DOCUMENTS HAVE BEEN RECEIVED:

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| ☐ Complete application and pay applicable fee(s) online via LicensE; | ☐ Affidavit of Active Acupuncture Practice (Form #2773) (reciprocal and late renewal applicants only); |
| ☐ Transcripts received directly from the school; | ☐ Convictions and Pending Charges (Form #2252), if applicable; |
| ☐ Proof of successful completion of the NCCAOM examination in acupuncture, received directly from NCCAOM; | ☐ Malpractice Suits or Claims (Form #2829) and copies of malpractice suit, court documents with allegations and settlement, if applicable; and |
| ☐ Proof of successful completion of a clean needle technique course, received directly from CCAOM; | ☐ Is name on all credentials the same? If not, submit certified copy of marriage certificate, divorce decree, etc. |
| ☐ Letters from all State Boards where licensed, active and inactive; | |

Fees: Initial credential fee, \$55.00

Late renewal fee, \$25.00 (if applicable)

Background check, \$8.00 (if applicable)