

**APPENDIX 5**

**PRACTICE EXPERIENCE RESIDENCY CREDENTIALS SUBMISSION FORM  
BOARD CERTIFICATION EXAMINATION**

An electronic copy of this credentials submission form and all supporting documents (in pdf format) plus the non-refundable credentials submission fee must be received by the Secretary no later than **August 1**. Application materials received after this date will not be accepted for the next January board-certification examination. All application materials will become the property of the American College of Veterinary Sports Medicine and Rehabilitation.

The preferred method of payment is via PayPal on our website (<http://www.vsmr.org>). Alternatively, a check drawn on a U.S. bank or money order will also be accepted if sent via mail to ACVSMR, P.O. Box F, Fort Collins, CO 80522.

Upon approval of your credentials, you will be asked to submit an examination application form and the examination fee.

**PLEASE TYPE OR PRINT CLEARLY**

<b>Today's Date:</b>	
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**Applicant's Contact Information**

Name:	
Practice or University:	
Address:	
City, State, Zip:	
Country:	
Phone:	
E-mail:	

**Species Track Selection:** Please indicate the species track for which you are applying:

- Canine       Equine

**Veterinary Education and Licensure**

Graduate of (Veterinary medical school)	
Degree:	
Year:	
Veterinary medical license (State or Province):	
License number:	

## Practice Experience Residency Credentials Submission Checklist

Please submit all of the below documents electronically (in pdf format and with the correct file names) to the College Secretary at [secretary@vsmr.org](mailto:secretary@vsmr.org).

- This completed and signed Practice Experience Residency Credentials Submission form (Filename: LastName.CredentialsApplication.pdf).
- A credentials submission fee payable via PayPal on the College website (<http://www.vsmr.org>)
- A copy of your Practice Experience Residency MasterLog documenting successful completion of all requirements. (Filename: LastName.Master Log.xls).
- One original peer-reviewed, hypothesis-driven publication in the field of sports medicine or rehabilitation for which the applicant is first author. If the manuscript is not yet in print, then a letter indicating unconditional acceptance of the manuscript by the journal editor needs to be included together with an electronic copy of the manuscript. (Filename: LastName.Manuscript.pdf).
- One** letter of recommendation from an active diplomate of the American College of Veterinary Sports Medicine and Rehabilitation who served as a program supervisor or mentor for the applicant during their Residency and is able to verify the applicant's expertise and time commitment to clinical cases involving canine or equine sports medicine and rehabilitation. This letter of recommendation should be addressed to the "Credentials Committee" and forwarded electronically (in pdf format) to the College Secretary at [secretary@vsmr.org](mailto:secretary@vsmr.org).
- Two** letters of recommendation from active diplomates of ABVS, EBVS or ANZCVS-recognized colleges who have sufficient experience working with the applicant to verify the applicant's expertise and time commitment to clinical cases involving canine or equine sports medicine and rehabilitation.

You will receive acknowledgement of receipt of your submitted credential materials from the College Secretary within 14 days of submission. You will then be notified by the Credentials and Residency Committee regarding the acceptance of your credential materials for the College board-certification examination at least 120 days prior to the examination.

**All residents are required to sign the following agreement at the time of credentials submission:** I hereby apply to the American College of Veterinary Sports Medicine and Rehabilitation for examination in accordance with its rules and herewith enclose the application fee. I also hereby agree that, prior to or subsequent to my sitting the board-certification examination, the Board of Directors may investigate my standing as a veterinarian, including my reputation for complying with the standards and ethics of the profession.

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Signature

Date (month/day/year)