

## Athletic Trainer

### APPLICANT INFORMATION

Full Legal Name: \_\_\_\_\_  
First Middle Last

All Previous Legal Names: \_\_\_\_\_

Other DOPL Licenses Held: \_\_\_\_\_

SSN: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Gender:  Male  Female

Address: \_\_\_\_\_  
Street Address (including Apt/Unit/Ste #) and/or PO Box

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( \_\_\_\_ ) \_\_\_\_\_ – \_\_\_\_\_ Email: \_\_\_\_\_  
*Note: All Division notices and communication will be sent to this email.*

Please select one:

- I am a United States citizen or a non-citizen of the United States who is lawfully present.
- I am a foreign national not physically present in the United States.
- None of the above, please explain: \_\_\_\_\_

Driver License or State ID Card: \_\_\_\_\_  
State of Issue License Number Expiration Date

**NOTE:** If you do not hold a US Driver License or a US State ID, you must present a legible copy of your current and valid government-issued document(s) showing evidence of your lawful presence in the United States.

### AFFIDAVIT AND RELEASE

I certify that to the best of my knowledge, the information contained in the application and all supporting document(s) are true and correct, and discloses all material facts regarding the applicant, and that I will update or correct the application as necessary, prior to any action on my application.

I authorize all persons, organizations, governmental agencies, or any others not specifically listed, which are set forth directly or by reference in this application, to release to the Department of Commerce, State of Utah, any files, records, or information of any type reasonably required for the Department to properly evaluate my qualifications for licensure/certification/registration by the State of Utah.

I understand that it is the continuing responsibility of applicants and licensees to read, understand, and apply the requirements contained in all statutes and rules pertaining to the occupation or profession for which I am applying, and that failure to do so may result in civil, administrative, or criminal sanctions.

I understand that I am responsible to update the Department of any changes relating to my application/license/certification/registration.

I understand that if the application is not complete at the time of submission, it will delay approval and could result in a denial.

**I declare under criminal penalty under the law of Utah that this application is true and correct.**

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## PRIVACY NOTICE

The information you provide on this form will be used to determine your eligibility for a license, registration, or certification in Utah. Failure to provide complete information as requested will result in the denial of your request as incomplete.

Information provided in this form is retained in accordance with state record retention laws. For specific information about the records retention for this form, please visit <https://dopl.utah.gov/records>

To comply with legal and regulatory requirements, we may share limited information about your license, registration, or certification with authorized parties. This may include government agencies, national databases, and contracted vendors. Shared information may include issue date, status, expiration date, disciplinary actions, and your name or other direct identifiers.

We may also share aggregated and de-identified data (e.g., education levels, exam pass rates, length of licensure, etc.) with relevant stakeholders for data analysis and reporting purposes.

## ACKNOWLEDGEMENT:

Your signature acknowledges receipt of this information.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## QUALIFYING QUESTIONNAIRE

**Do not leave any question blank.**

*DOPL may request additional documentation if the information submitted is insufficient.*

1.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you EVER had a license, certificate, permit, or registration to practice a regulated profession denied, conditioned, curtailed, limited, restricted, suspended, revoked, reprimanded, resigned, or surrendered while under investigation, or otherwise <b>disciplined in any way</b> ?
2.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Do you CURRENTLY have <b>any criminal action active or pending</b> ?
3.	<input type="checkbox"/> Yes <input type="checkbox"/> No	WITHIN THE PAST 10 YEARS, have you pled <b>guilty</b> to, <b>no contest</b> to, entered into a <b>plea in abeyance</b> , or been <b>convicted</b> of a <b>misdemeanor</b> in any jurisdiction?
4.	<input type="checkbox"/> Yes <input type="checkbox"/> No	Have you EVER pled <b>guilty</b> to, <b>no contest</b> to, entered into a <b>plea in abeyance</b> , or been <b>convicted</b> of a <b>felony</b> in any jurisdiction?

If you answered "Yes" to any of the above questions, enclose with this application complete information with respect to all circumstances and the final result, if such has been reached. If you answered "Yes" to questions 2, 3, or 4 you must submit the following for EACH and EVERY incident:

- **personal account of the incident**
- **court record(s)**
- **police report(s)**
- **probation/parole officer report(s)**

If you are unable to obtain any of the records required above, you must submit documentation on official letterhead from the police department and/or court indicating that the information is no longer available.

Please **DISCLOSE** the following:

- charges that were later held in abeyance (plea in abeyance), diverted, reduced, or dismissed.
- motor vehicle offenses such as driving while impaired or intoxicated.
- if you are restricted from possession, purchase, transfer, or ownership of a firearm or ammunition (even if your restriction is based on a non-reportable juvenile conviction).

You do **NOT** need to disclose:

- minor traffic offenses such as parking or speeding violations.
- juvenile offenses, unless you were tried as an adult.
- legally expunged or sealed criminal history incidents.

For more information, see DOPL's [criminal history FAQs](#).

## PROFESSIONAL LICENSES

Do you currently hold, or have you ever held, a license, certification, or registration to practice any occupation or profession in Utah or any other jurisdiction? . *(Use additional sheets if necessary.)*

**Profession:** \_\_\_\_\_ **License Number:** \_\_\_\_\_

**Issuing State:** \_\_\_\_\_ **License Status:** \_\_\_\_\_ **Issue Date:** \_\_\_\_\_

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If you identified a Athletic Trainer (or equivalent) license above, please answer the following:

- Yes    No   After obtaining the license(s) above, have you engaged in at least one year of experience in the jurisdiction where the license was issued?

**NOTE:** If you answer yes to the question above, please see the checklist at the end of this application or [our website](#) for instructions on applying by endorsement.

## APPLICATION CHECKLIST AND INSTRUCTIONS

This checklist is for your convenience; you do not need to include it with your application.

**NOTE: Incomplete applications will be denied.**

Your application is classified as a public record and may be available for inspection by the public, except with regard to the release of information that is sub-classified as controlled, private, protected under the Government Records Access and Management Act, or restricted by other law.

The following items are required to complete your application:

- \$70.00 non-refundable application processing fee, made payable to “DOPL”.
- Supporting documentation for any “yes” answers provided on the “Qualifying Questionnaire”. See page 2 of the application for more information.
- Official transcripts documenting completion of a bachelor’s or master’s degree in Athletic Training from a BOC approved program.  
**Note:** Transcripts are considered “official” when they are emailed directly from the school’s registrar or transcript service to [b9@utah.gov](mailto:b9@utah.gov) or sealed in an envelope bearing the school’s stamp/seal on the envelope flap.
- Copy of your BOC Certification.

### LICENSURE BY ENDORSEMENT

If you are currently licensed in good standing as an athletic trainer in [a jurisdiction deemed equivalent to a Utah license](#) and have at least one year of licensed experience, you may apply for Licensure by Endorsement. In addition to the items required by all applicants, you must submit the following:

- Official verification, showing active licensure in good standing for at least one year, from [a jurisdiction](#) designated by the Division as equivalent to Utah. Please see our website for additional information regarding approved states.  
**Note:** If your state is not deemed equivalent for purposes of endorsement, you may be able to use experience gained outside of this state to document meeting the requirements for initial licensure.

**Note:** It is the responsibility of each licensee to know and understand the scope of practice in Utah, and how that may differ from your original state of licensure. You must familiarize yourself with Utah Statutes and Rules prior to providing services.

Submit completed application to the Division:

By US Postal Service:

**Division of Professional Licensing  
PO BOX 146741  
Salt Lake City, UT 84114-6741**

By in-person or express delivery:

**Division of Professional Licensing  
Heber M Wells Building, 1st Floor  
160 E 300 S  
Salt Lake City, UT 8411**

If you have questions, please contact the Division at 801-530-6628 or by email: [b9@utah.gov](mailto:b9@utah.gov).  
**Do not send applications or payments to this email.**