South Carolina Department of Labor, Licensing and Regulation
**South Carolina Board of Occupational Therapy**
110 Centerview Dr. • Columbia • SC • 29210
P.O. Box 11329 • Columbia • SC 29211-1329
Phone: 803-896-4683 • OT@llr.sc.gov • Fax: 803-896-4719
llr.sc.gov/ot

## Application Instructions for Occupational Therapy and Occupational Therapy Assistant License by Endorsement

**Application Fees**

Occupational Therapist (OT) $135
Occupational Therapist Assistant (OTA) $115

**Submit the following with your online application:**

- Applicable non-refundable application fee. You may be charged up to $30, or an amount specified by law, may be assessed on all returned funds.
- Copy of your valid Driver's License, State Issued ID, Passport or Military ID
- Copy of your social security card
- 2x2 Passport Photo taken less than 6 months prior to the application
- Notarized Affidavit Form
- Notarized Verification of Lawful Presence Form
- Copy of Legal documentation of name change, if applicable

**Submit directly to the Board's office from the issuing agency:**

• **Official License Verification(s)** emailed to Contact.OT@llr.sc.gov or mailed directly to the Board from issuing state, if applicable

• **NBCOT Exam Scores**-If it has been **within six months** since the applicant passed the NBCOT Exam please request the **score report**. https://www.nbcot.org/certification-services (email to Contact.OT@llr.sc.gov )

• **NBCOT Certification**- If it has been **more than six months** since the applicant passed the NBCOT Exam please request **verification of the NBCOT Certification**. https://www.nbcot.org/certification-services (email to Contact.OT@llr.sc.gov )

**Jurisprudence Online Exam:**

- The exam tests the applicant's knowledge of the SC Occupational Therapy Practice Act and Regulations. Applicants must have a passing score of 70%. Upon receipt of all required documents the applicant will be emailed a User ID, which must be used to create your password.

## OT and OTA Online Application-Select this link to create an account

- o Online Application Forms Upload the completed forms to your online application
- o Verification of Occupational Therapy License