**American College of Veterinary Anesthesia and Analgesia**

**Application for Re-examination**

**or**

**Re-application following Credential Rejection/ for Lack of Publication**

Date: \_\_\_\_\_\_\_\_\_\_\_\_ year of exam \_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Home Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Current Employer/Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Employment Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Employer/Supervisor phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please check the appropriate box to indicate your current status in the ACVAA examination process:

☐ Re-application after Credentials rejection ☐ re-application due to lack of manuscript

☐ sitting a 2nd or 3rd time after initial application ( 1st cycle)

☐ Initiating a 2nd cycle

☐ Sitting a 2nd or 3rd time within the 2nd cycle

Year of my last exam \_\_\_\_\_\_\_\_\_\_

Fees and application requirements:

**1)** **For re-application after credentials rejection**: no additional fee: but please submit by September 1st of the year prior to the intended exam:1)Letter, or email, of intent confirming desire that credentials be re-evaluated 2) Supportive documentation that the deficit of the previous application has been corrected; 3) an updated curriculum vitae

**2) If application rejection was due to lack of publication** : no additional fee:- just include copy of publication with journal acceptance confirmation letter/email **no later than December 31**

 **3)** **The re-examination fee for 2nd and 3rd efforts within a 3 year cycle** is **$500** to be submitted, with this form, to the executive secretary by **December 31 of the year prior to the certifying examination**.

 An ACVAA receipt will be sent to document that the payment was for the exam.

 **4)** **The re-application fee for initiating an additional 3 year cycle** is **$1,000** to be sent, with this form, an updated curriculum vitae and a letter of support from your current employer/supervisor to the executive secretary by **September 1 of the year prior to examination**.

All submissions should be sent electronically **to** execdir@acvaa.org**.**

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The fee may be paid by check made out to “ACVAA” and mailed to the address of the Executive Secretary; or by VISA or Master Credit Card paid on our website [www.acvaa.org](http://www.acvaa.org) using the PayPal button that can be found by clicking “Payments “ at the top line of home page.

**Please note: Bylaws change**

The following change will apply to all candidates **starting** in 2021. Those candidates who have already been in the exam process will have 6 (more) attempts starting in 2021. No more than 3 deferrals /cycle of 3 attempts are allowed. If you completed residency more than 9 years ago - or will reach that time limit during attempts at passing the exam - that time limit will NOT be applied to you.

Please contact the ACVAA Secretary with any questions.

As stated in the ACVAA Bylaws (amended December 2019):

Bylaws Article I (amended December 2019)

Section 3 Certifying examination

B. Examinations shall cover all phases of veterinary anesthesiology, including the basic sciences and clinical application. After approval of their credentials which must occur within 3 years of completion of residency, candidates are entitled to three (3) attempts to pass the examination. This is hereafter referred to as a 3-exam cycle. It is preferred that the 3-exam cycle be completed within three calendar years. The 3-exam cycle begins on the date an applicant first sits for the examination. An additional three-exam cycle must be initiated by re-application demonstrating continued involvement in the practice and study of veterinary anesthesiology and a study/training plan with an ACVAA mentor approved by the ACVAAcredentials Committee with input from the Exam Committee. If the candidate is not successful within 6 exam attempts (up to 9 years post-residency to include years of deferral), the candidate will become inactive and will not be allowed further exam attempts. If a circumstance arises that would prevent a candidate from passing the exam within 9 years of finishing residency,the candidate may petition the Executive Secretary for an appeal which shall include a statement of the grounds for reconsideration and any supporting documentation. Upon receipt of the petition, the Executive Secretary will notify the Chairperson of the Appeals Committee. The Appeals Committee will make a determination and submit their decision to the Board of Directors.