

## **BOARDS AND COMMISSIONS**

### **Board of Veterinary Examiners**

#### **(Amended After Comments)**

#### **201 KAR 16:512. Fees for veterinary technicians.**

RELATES TO: KRS 321.190, 321.235, 321.441, 321.442

STATUTORY AUTHORITY: KRS 321.235(1)(c), 321.320, 321.441(7)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 321.235(1)(c) requires the Kentucky Board of Veterinary Examiners to promulgate administrative regulations as it may deem necessary and proper to effectively carry out and enforce the provisions of KRS Chapter 321, including regulations to establish authorized fees. KRS 321.441(7) mandates that veterinary technicians pay an annual fee to the board as a condition of licensure. This administrative regulation establishes application, examination, renewal, late, reinstatement, inactive status, and retirement fees for veterinary technicians. This administrative regulation also establishes reduced and waived fees for military servicemembers applying for a veterinary technician license.

#### Section 1. Payment and Submission of Fees.

- (1) Fees to the board shall be paid by check or money order, or, if available, online payment by debit or credit card. Checks and money orders shall be made payable to the Kentucky State Treasurer.
- (2) All fees shall be nonrefundable.

Section 2. Examination Fees for Veterinary Technicians. The fee for the Veterinary Technician National Exam (VTNE) shall be paid directly to the American Association of Veterinary State Boards (AAVSB), its designee, or current test administrator.

#### Section 3. Application Fees for Veterinary Technicians.

- (1) The application fee for a veterinary technician shall be fifty (50) dollars.
- (2) The fee shall be attached to the completed Application for Licensure as a Veterinary Technician form as found in 201 KAR 16:540 or online equivalent form, including all required attachments.

Section 4. Renewal Fees for Veterinary Technicians. The following fees shall be paid in connection with licensure renewals for veterinary technicians:

- (1) The renewal deadline shall be September 30 of each year. The renewal period is the time period beginning the day after the renewal deadline to the next renewal deadline.
- (2) Except as provided by subsection (5) of this section, the annual renewal fee for licensure as a veterinary technician in active status shall be as established in paragraphs (a)-(c) of this subsection:
  - (a) Until June 29, 2026, the renewal fee shall be \$40.
  - (b) Between June 30, 2026, and June 30, 2028, the renewal fee shall be \$45.
  - (c) After June 30, 2028, the renewal fee shall be \$50.
- (3) The Renewal Application for Veterinary Technicians form as found in 201 KAR 16:570 or online equivalent form shall be complete, and include all required attachments, continuing education credits, and fee payment; and
- (4) [2 The complete package shall be submitted to the board for review and approval not later than September 30 of the renewal period.
- (5) For a veterinary technician who is initially licensed 120 days prior to the end of the renewal period, the licensure renewal fee shall be waived during a licensee's first licensure cycle.
- (6) Utilization of Renewal Grace Period.

(a) A sixty (60) day grace period shall be allowed after September 30, during which time the licensed veterinary technician who failed to meet the September 30 renewal deadline may continue to function as though licensed until a late renewal application is submitted to the board.

(b) The late fee for annual renewal shall be thirty (30) dollars in addition to the renewal fee as described in subsections (2) and (5) of this section.

(c) The veterinary technician shall submit the complete Renewal Application for Veterinary Technicians form as found in 201 KAR 16:570, including all required attachments, continuing education credits, and fee payment, to the board between October 1 and November 30.

(7) A veterinary technician's license shall expire if no renewal application package and all attachments, and late fee if applicable, is paid to the board by November 30.

#### Section 5. Reinstatement Fees for Veterinary Technicians.

(1)

(a) Except as provided by Section 6(3) of this administrative regulation, if not more than five (5) years have elapsed since the last date of license expiration, a veterinary technician shall pay a reinstatement fee of as established in subparagraphs 1-3 of this paragraph to reinstate their license to active status.

1. Until June 29, 2026, the licensure reinstatement fee shall be ninety (90) dollars.

2. Between June 30, 2026, and June 30, 2028, the licensure reinstatement fee shall be \$100.

3. After June 30, 2028, the licensure reinstatement fee shall be \$115.

(b) The applicant shall submit a complete Reinstatement Application for Veterinary Technicians form as found in 201 KAR 16:540 or online equivalent form, including all required attachments, to the board for reinstatement of their license.

(c) A veterinary technician shall not apply for a new license during this five (5) year window; a reinstatement application shall be required.

(2) If more than five (5) years have elapsed since the last date of license expiration, a veterinary technician shall apply as a new applicant to obtain a license in the Commonwealth of Kentucky.

#### Section 6. Inactive Status of a License.

(1)

(a) A veterinary technician shall request inactive licensure status in accordance with 201 KAR 16:580.

(b) If more than ninety (90) days prior to the renewal deadline or more than 150 days prior to the grace period deadline, the Request for Licensure Status Change form shall be required, and there shall not be a fee.

(c) If less than ninety (90) days prior to the renewal deadline or less than 150 days prior to the grace period deadline, the Renewal Application for Veterinary Technicians form shall be required, and the required fee shall be paid as established in subsection (2) of this section.

(2) Renewal of an inactive veterinary technician license.

(a) The annual renewal fee for inactive veterinary technician licensure status shall be ten (10) dollars per renewal period.

(b) The late fee for renewal of an inactive veterinary technician license shall be twenty-five (25) dollars in addition to the renewal fee as described in subsection (2)(a) of this section, and shall apply to a veterinarian technician license in an inactive status that was not renewed annually by September 30.

(c) A veterinarian technician license in an inactive status that is not renewed by November 30 shall be moved to an expired status.

(3) Reinstatement of inactive veterinary technician license status to active status.

(a) A licensed veterinary technician in inactive status may reinstate their license to active status in accordance with 201 KAR 16:580.

(b) There shall be a reinstatement fee due at the time of application, as provided for in subparagraphs 1.-2. of this paragraph.

1. For an inactive veterinary technician license that has been in inactive status less than twelve (12) months:

a. Until June 29, 2026, the licensure reinstatement fee shall be ninety (90) dollars.

b. Between June 30, 2026, and June 30, 2028, the licensure reinstatement fee shall be \$100.

c. After June 30, 2028, the licensure reinstatement fee shall be \$115.

2. For an inactive veterinary technician license that has been in inactive status greater than twelve (12) months, the licensure reinstatement fee shall be seventy-five (75) dollars.

#### Section 7. Retirement of a Veterinary Technician License.

(1)

(a) A veterinary technician may request to retire their license at any time.

(b) The one-time fee for this service shall be ten (10) dollars, which shall be attached to a Request for Licensure Status Change form as found in 201 KAR 16:580, Renewal Application for Veterinary Technicians form as found in 201 KAR 16:570, or online equivalent forms.

(2) Once a license is retired, it shall not be reactivated. If a veterinary technician holds a retired license and wishes to practice again, they shall apply to the board for a new license to practice the profession of a veterinary technician in the Commonwealth of Kentucky.

#### Section 8. Fee Reduction for Military Personnel.

(1) If a veterinary technician applicant submits a copy of their current military orders or DD-214 (or other documentation acceptable to the board) with their application or renewal paperwork, the board shall waive or reduce fees as indicated in this section.

(a) For active duty military, active reserves, and National Guard service persons, an individual's initial application fees and annual renewal fees shall be waived.

(b) For retired career military, an individual's initial application fees shall be waived, and the annual renewal fees shall be reduced by half, rounded to the nearest whole dollar.

(c) For any other military veteran, the initial application fees shall be waived.

(d) All other requirements of licensure, including renewal deadlines and continuing education requirements established in 201 KAR 16:590, shall still be met.

(2) In conformity with federal Pub.L. No 117-333, if a veterinary technician applicant who is an active duty servicemember, or their spouse is an active duty servicemember, then all application fees to the board shall be waived when all of the following conditions are met:

(a) The servicemember, and the service member's spouse, if one exists, shall have their residency relocated to Kentucky for the duration of current military orders;

(b) The veterinary technician shall hold at least one (1) license equivalent in scope in another United States jurisdiction;

(c) Within ninety (90) days of relocating, the veterinary technician shall register with the board on the Application for Licensure as a Veterinary Technician form as found in 201 KAR 16:540 or online equivalent form, in conformity with 201 KAR 16:540, Section 1(4).

(d) The servicemember shall submit a copy of their current military orders to the board;

- (e) All veterinary technician licensees held in any jurisdiction by the veterinary technician shall remain in good standing;
- (f) In order to demonstrate compliance with the requirement of paragraph (e) of this subsection, the servicemember or their spouse shall submit an AAVSB VAULT report to the board; and
- (g) The veterinary technician licensee shall submit to the authority of the board for the purposes of standards of practice, discipline, and fulfillment of any continuing education requirements.

*MICHELLE M. SHANE, Executive Director  
For JOHN C. PARK, DVM, Board Chair*

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