



**DISTRICT OF COLUMBIA  
DEPARTMENT OF HEALTH  
HEALTH PROFESSIONAL LICENSING ADMINISTRATION  
BOARD OF MASSAGE THERAPY**

To expedite the processing of your **NEW LICENSE APPLICATION** be sure to follow the instructions carefully before mailing your application package. It is important to send in all the required supporting documents listed below based on the method by which you are applying: Please indicate the supporting documents you have included with this package.

**EXAMINATION**

Checklist of Supporting Documents required

- A complete signed application for DC License
- Two (2) recent passport photos (2" X 2")
- Social Security Number or a Sworn Affidavit
- Name Change Document (Acceptable forms are marriage certificate, divorce decree or court order)
- National Exam Results (National Certification Examination for Therapeutic Massage & Bodywork)
- Official Transcript (if in a language other than English, a certified translation is required)
- \$262 for Application and License Fee
- Completion of 500 Hours of In-Class Training Form
- Clear photocopy of a government issued photo ID, such as your valid driver's license, as proof of identity.
- \$50.00 Criminal Background Check payment.
- All payments must be in the form of Check, Money order or Certified Check made payable to DC Treasurer.

**ENDORSEMENT**

Checklist of Supporting Documents required

- A complete signed application for DC License
- Two (2) recent passport photos (2" X 2")
- Social Security Number or a Sworn Affidavit
- National Exam Results (National Certification Examination for Therapeutic Massage & Bodywork)
- Official Transcript (If in a language other than English, a certified translation is required)
- Verification of Licensure
- Name Change Document (Acceptable forms are marriage certificate, divorce decree or court order)
- \$262 for Application and License Fee
- Completion of 500 Hours of In-Class Training Form
- Clear photocopy of a government issued photo ID, such as your valid driver's license, as proof of identity.
- \$50.00 Criminal Background Check payment.
- All payments must be in the form of Check, Money order or Certified Check made payable to DC Treasurer.