

The Academy of Veterinary Clinical Pathology Technicians

Candidate Application Checklist

Use the following checklist to help ensure that you have included all application materials:

Part I:

- Statement of Purpose
- Scanned documentation of graduation from an AVMA accredited Veterinary Technology Program and/or documentation of being credentialed to practice as a Veterinary Technician in a State of Province of the United States, Canada, or other country OR in states that do not credential, documentation of passing score on VTNE.
- Scanned documentation of NAVTA Membership
- Professional Work History Experience Form indicating at least 3 years and 4,000 hours in Clinical Pathology
- Continuing Education Form documenting 40 CE clock hours in Clinical Pathology
- 2 Letters of Recommendation (sent separately by the letter writers)
- Signed Waiver, Release and Indemnity Agreement Form
- Enclosed Application Fee in the form of a money order or cashier's check made payable to AVCPT

Part II:

- Completed Skills Form
- Completed Case Logs (using the forms provided):
 - 50 (no more than 75) CBCs
 - 25 (no more than 40) Chemistries
 - 25 (no more than 40) Urinalysis
 - 25 (no more than 40) Group A Cases
 - 25 (no more than 40) Group B Cases
 - 20 (no more than 30) Group C cases
- 3 Completed Case Reports (using the forms provided)
 - Case 1: Hematology
 - Case 2: Serum Clinical Chemistry
 - Case 3: Urinalysis
- Standard Operating Procedures (SOPs)
- Quality Assurance / Control Procedures

Part II documentation should be placed in a 'folder' on a CD-R or flash drive with the complete application except the noted paper documents. The CD-R or flash drive should have your name on it.

The address to mail your Part I initial information and Part II documentation will be found on the application instructions. Please refer to the website.