

## **PAVE CHECKLIST**

Please note: The Steps of the PAVE program must be completed in order.

## **Step 1 – Credentials Verification**

Submit online application during the posted application window. Candidates must have completed 50% of your veterinary education before taking the QE.
<b>NOTE:</b> Candidate who have a documented disability covered under the ADAAA of 2008 and would like to request accommodations, submit the application and supporting documents along with all of the other required documents, <b>postmarked by the application deadline</b> .
Submit credentials documents. Must be postmarked by the application deadline.  ✓ Identity documents (original birth certificate or notarized copy of birth certificate or passport)
✓ Affidavit for Release of Information (signed and notarized with photo. Please include an extra copy of the photo.)
<ul> <li>Citizenship papers if ever a citizen of country other than US (certified copy of naturalization papers or VISA permit; or resident alien card number)</li> </ul>
<ul> <li>✓ Educational Documents         <ul> <li>If you have graduated: Official Transcript and Diploma or proof of graduation</li> <li>If you are a student: Unofficial Transcript or Grade Report and Letter of University Standing</li> </ul> </li> </ul>
Step 2 – English Proficiency
It is strongly recommended to take the English examinations <i>before</i> applying to the PAVE Program. Candidates must complete <b>Step Two: English Proficiency</b> in order to be eligible to sit for the Qualifying Examination. Scores on TOEFL and IELTS are valid for two years.
Submit English Proficiency test scores. The English proficiency must be demonstrated before sitting for the Qualifying Exam. Score reports must come directly from the test vendor.
<ul> <li>TOEFL (Enter institution code 8216 on application for TOEFL to have score sent directly to AAVSB)</li> </ul>

OR

OR

**IELTS** 

 Proof that 3 or more years of your high school education was conducted primarily in English. (High Schools transcripts or letter from a school official is acceptable)

## **Step 3 – Qualifying Examination**

Pass Qualifying Examination. Report to testing center with personal photo identification are authorization letter.	nd the
Step 4 – Clinical Proficiency	
Notify AAVSB of Clinical Rotation Site, address or name changes by email. Contact PAVE spave@aavsb.org for an ECE school acknowledgement form to be completed and submitted the AAVSB prior to starting the clinical rotation.	

- Complete the pathway for demonstrating clinical proficiency.
  - O <u>Pathway 1</u> (pre- or post-graduation): Evaluated Clinical Experience (ECE) at an AVMA-accredited veterinary school
  - O <u>Pathway 2</u> (post-graduation): Clinical Skills Assessment Examination. This option only available to currently enrolled PAVE candidates who successfully complete the Qualifying Examination on or before May 31, 2013.
    - Refer to the Clinical Skills Assessment Examination section for more information.

## **Final Steps**

	After	graduation,	submit:
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- 1) final official veterinary transcript
- 2) certified/official copy of veterinary diploma
- 3) final clinical grade report and ECE completion verification form sent directly from clinical school

Review from PAVE Committee. Review will take approximately 5 - 7 business days.
Receive PAVE Certificate of Completion. A copy of the PAVE certificate may be sent to a state licensing board upon the candidate's request. There is no charge for this service.