



Nevada State Board of Massage Therapy

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Email: nvmassagebd@state.nv.us

Website: <http://massagetherapy.nv.gov>

How to Become Licensed in Nevada Paper Application - All fees are NON-REFUNDABLE

- 1) Mail the paper application and the \$480.00 (**cashier's check or money order ONLY**) fee to our office with the following documentation:
 - a. A legible copy of a current state issued I.D. (i.e. driver's license)
 - b. Copy of your Social Security Card.
 - c. Copy of your current massage license (if applicable)
 - d. Your official transcripts. In order to be considered official, the transcripts need to be sent to us directly from your school or submitted by you in an unopened envelope with the school seal.
 - e. The official score report from whichever national exam you have taken NCETMB, NCETM, NESL, MBLEX, ITEC or the Structural Integration Exam. We need to receive the report directly from the testing agency.
 - f. If you currently are licensed in another state or have ever had a license in another state, you will be required to have the licensing agency complete the Certified Statement from State Licensing Authority form in the application **or** they may send a letter stating your status (i.e. "in good standing", "no disciplinary actions are pending"). Some states may call this a certified statement of verification. We will need a certified statement of verification from each state where you are or have ever been licensed previously.
 - g. Certificate of completion (diploma) showing that you have completed a Massage Therapy program with a minimum of 550 hours of education.
 - h. A passport quality photo. This must be a 2" by 2" in size, color photo with a solid white background.
- 2) After we receive your completed application, please allow up to 15 **business** days for review. If there are any missing items or the application is incomplete, it will be returned to you.
- 3) Once we have received your completed application and fees or when your application is reviewed, we will send you the fingerprint cards or voucher.
 - a. If you elect the live scan option, you will receive a live scan voucher. The voucher will indicate optional locations for fingerprinting.
 - b. If you elect to receive fingerprint cards, we will mail you the cards with instructions. After you have the fingerprints taken, you will mail the cards directly to our office.
 - c. Results can take up to 30 days or longer.
- 4) Once we have received **ALL** required documents and the background results indicate no issues, we will process your license within 10-15 **business** days. If there are issues within your background results, we will notify you by mail requesting additional information.

If you have additional questions, please review the FAQs under the **APPLICANTS** tab on our main webpage. **Licensing can take 1 to 3 months**, regardless if you are a new licensee or if you are transferring from another state.

Total fees for applicants are \$480.00 (License Fee: \$295.00, Application Fee: \$100.00 and Background Investigation Fee: \$85.00).