



State of Louisiana  
Department of Health and Hospitals  
**Louisiana Physical Therapy Board**

**Pre-Application Determination Request Form**

Full Legal Name (no initials) \_\_\_\_\_

DOB \_\_\_\_\_ Social Security Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Address \_\_\_\_\_ Apt/Building/Suite \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Name of University \_\_\_\_\_

Type of Licensure Determination (Select the license type for which you are seeking determination)

Physical Therapist

Physical Therapist Assistant

**Criminal Background Check (Optional)**

You may elect to attach a criminal background check obtained from law enforcement.

**Description of Conviction(s):** Please provide a description of the conviction(s), including relevant factors such as the nature of the offense, specific duties required by the license, amount of time passed since the conviction(s), and evidence of rehabilitation or treatment undertaken. If you need more space, please attach as a separate document.

Requesters are encouraged to attach any relevant documentation which may clarify the above description. Per La. R.S. 37:33(B)(2), an individual making such a request may seek a criminal background check at the time of a pre-application eligibility determination. Please contact the Board office to request directions for backgrounds checks.

Requestor's Signature \_\_\_\_\_ Date \_\_\_\_\_

By submitting this request, you certify that all the information and attachments submitted in this pre-application eligibility request is true and complete. You also acknowledge that submitting false information or omitting pertinent or material information in connection with this request may result in a determination that is incorrect and non-binding on the Louisiana Physical Therapy Board. A determination is binding upon a licensing authority unless, at the time a full application for a license is submitted, the applicant has been subsequently convicted of a crime, has pending criminal charges, or has previously undisclosed criminal convictions.

**Note:** *If you hold a current LPTB license, submitting a pre-application eligibility determination request for a different license may result in an investigation into your current license regarding the reported criminal conviction. The LPTB records all pre-application eligibility determinations in accordance with state law. A determination will be made within 45 days of receiving all relevant information regarding the request, and you will receive a decision letter by electronic mail notifying you whether your criminal offenses disqualify you from the licensure you selected for analysis.*

Email your completed form and any attachments to [Danielle@laptboard.org](mailto:Danielle@laptboard.org).