

**WAC 173-230-230 Application required.** (1) Any person seeking certification must submit the following to the department:

(a) Completed application for the certification level they are seeking on a form provided by the department;

(b) Fees;

(c) College transcripts, if applicable;

(d) Professional growth certificates, if applicable; and

(e) Supporting documents, if applicable.

(2) If an application to take an exam is approved, the examinee has one year from the date of approval to take and pass the exam.

(a) If the examinee does not take or pass the exam within that one-year period, the application expires.

(b) If an application expires, the examinee needs to submit an updated application.

(3) If the application is denied, the applicant will be notified of the reason for the denial.

[Statutory Authority: Chapter 70.95B RCW. WSR 19-15-025 (Order 18-02), § 173-230-230, filed 7/10/19, effective 8/10/19.]