



NC Board of Podiatry Examiners
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Raleigh, NC 27612
Phone: (919) 861-5583 Fax: (919) 787-4916
Email: info@ncbpe.org
WEB SITE: WWW.NCBPE.ORG

RESIDENCY CHECKLIST

- Application with 2x2 passport quality photo (no fee required)
- Proof of an education equivalent to four (4) years of high school instruction is required (e.g. photocopy of diploma, GED, or letter from HS.)
- Official Transcript of pre-podiatry college studies from "a college or university approved by the American Association of Colleges and Universities" showing a minimum of three (3) years of study sent directly from the institution. (Electronic transcripts may be emailed directly from the institution to verify@ncbpe.org.)
- Proof of Graduation from pre-podiatry college studies. A copy of the diploma or a letter from the school will suffice.
- Official Transcript of Podiatry School studies sent directly from the institution. (Electronic transcripts may be emailed directly from the institution to verify@ncbpe.org.)
- Proof of graduation from Podiatry School accredited by the Council of Podiatry Medical Education. A copy of the diploma or a letter from the school will suffice.
- National Board Examination (APMLE) Grades ([Parts I and II](#)) sent directly from the [Federation of Podiatric Medical Boards](#).
- Three (3) NOTARIZED Letters of Recommendation using the [Certificate of Recommendation](#) (for North Carolina notaries, there is a different format for [Certificate of Recommendation](#)):
 - A licensed Podiatrist;
 - A second licensed Podiatrist; and,
 - A third licensed Podiatrist or an MD
- Verification letter from the Program Director of your Residency Program verifying your acceptance into the program.