

## School Athletic Trainer STANDARD CERTIFICATE (ENDORSEMENT CODE: 2930)

Please print this page before you apply.

This athletic trainer endorsement is required for service as a school athletic trainer in all public schools.

**In order to be eligible for the STANDARD, you will need to apply and SUBMIT the following:**

- A bachelor's degree from a regionally accredited college or university; Official transcripts are required.
- Satisfactorily complete the requirements established by the State Board of Medical Examiners for registration as an athletic trainer pursuant to N.J.A.C. 13:35-10. A copy of your athletic trainer license is required.

### Fee Information

- The current cost of the certificate is \$95.
- **No checks or money orders will be accepted**
- Please make the payment online at <http://www.nj.gov/education/educators/license/epay.htm>.
- **Please notify your examiner after payment has been made.**
- If you apply and are denied, you will be charged a fee of \$70.
- **All fees, including money left on file, are nonrefundable**

### Online Certificate Information

- All information about certificates is now available online, including certificate name, certificate ID number, date of issuance, and expiration date if applicable. Instructions to view this information can be found at [www.state.nj.us/education/educators/license/tcis/instructions.pdf](http://www.state.nj.us/education/educators/license/tcis/instructions.pdf).
- In order to make certification information available more quickly, this information will appear on our website in lieu of the issuance of paper certificates. Additionally, the move to electronic certificates will save costs associated with printing and mailing, as many of our neighboring states have discovered. **Therefore, as of May 15, 2015, paper certificates will no longer be issued.**

IF YOU HAVE MET THE ABOVE REQUIREMENTS, [CLICK HERE](#) TO APPLY ONLINE.

### Applicant Checklist:

**You cannot complete the entire application process online.** After applying online, please submit ALL necessary documentation together **IN A SINGLE PACKET** to the NJ DOE in order to complete your application. Please put your tracking number or Social Security number on all documents that you send to our office. For this particular certificate, you will need to send in the following:

- Oath of allegiance/verification of accuracy form. (Available here: <http://www.nj.gov/education/educators/license/forms/verify.pdf> )
- Official transcripts noting degree conferral and all other relevant transcripts. If possible, please have transcripts sent to you first and then forward them in the sealed envelope(s) together with any other documents.
- A currently valid State Board of Medical Examiners for registration as an athletic trainer. See above for details.
- Fee of \$95 paid online

NOTE: THIS DOCUMENT IS MADE IN ACCORDANCE WITH THE RULES CURRENTLY IN EFFECT. REQUIREMENTS, PASSING TEST SCORES AND FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE.