



International Council for  
Veterinary  
Assessment

Eligibility Scheduling  
Content Competencies Score Reports  
Development  
ICVA  
General NAVLE® Information  
Approval Exam Security  
Examination Licensing Boards Test Date Questions  
Scoring Application  
Outcomes Assessment  
Permit  
Appointment

2023-2024

**NAVLE®**

Candidate Bulletin



# Congratulations

Congratulations on taking the first step on your North American Veterinary Licensing Examination® (NAVLE®) journey. Administered by the ICVA® since 2000, the NAVLE is a requirement for licensure to practice veterinary medicine in all licensing jurisdictions in the U.S. and Canada. The NAVLE consists of 360 clinically relevant multiple-choice questions and is available during a predetermined testing window in November–December and April.

This NAVLE bulletin for candidates contains important information, including procedural and policy details. The application and approval process are explained, in addition to tips on preparing for the exam and making sense of score reports. Please keep this bulletin for reference throughout your application, testing, licensure, and score transfer process.

For the latest updates, sign up for [NAVLE email notifications](#).

The policies, procedures, requirements and other information in this bulletin pertain to applications for the North American Veterinary Licensing Examination® (NAVLE®) for the testing windows specified on the front cover. This bulletin contains important information. Please keep it for reference throughout your application, testing, licensure, and score transfer process.

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For General inquires contact:



PO Box 1356  
Bismarck ND 58502

Website: [www.icva.net](http://www.icva.net)



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# NAVLE FAST FACTS

## Application and Approval

### ELIGIBILITY REQUIREMENTS

- Officially enrolled in, or graduate of, an [AVMA](#) accredited veterinary school; or
- Officially enrolled in, or hold certificate issued by, the ECFVG or PAVE. You must also have completed the Step 3 examination requirement before applying to take the exam.

[CLICK FOR MORE INFORMATION REGARDING THE ELIGIBILITY PROCESS](#)

### ADDITIONAL INFORMATION

- If you have not graduated at the time of application, for most states your expected date of graduation must be no later than 10 months from the last date of the testing window.
- For candidates applying through the Nebraska Board, the graduation requirement is no later than 8 months from the last date of the testing window.
- For candidates applying through the Washington Board, the graduation requirement is no later than 6 months from the last date of the testing window.

[If you meet the eligibility requirements, you may apply to take the NAVLE.](#)

### RETAKES & TIME LIMITS

- The ICVA has recommended the following set of policies to individual licensing agencies:
- Candidates cannot take the NAVLE more than five times.
- Candidates cannot sit for the examination at a date that is later than five years after their initial attempt.
- Candidates who successfully complete the NAVLE are not permitted to retake the examination except to comply with certain requirements as approved by the ICVA. Some boards have adopted the policy; others have their own NAVLE retake policy.



[CLICK FOR INFORMATION REGARDING BOARD-SPECIFIC RETAKE REQUIREMENTS.](#)

### CANADIAN REQUIREMENTS

If you are applying to take the NAVLE to obtain a license to practice veterinary medicine in Canada, you must contact the Canadian National Examining Board (NEB) and follow their NAVLE application procedures and requirements.

Contact NEB



### ACCOMMODATIONS & PERSONAL ITEMS:

If you have a documented disability covered under the Americans with Disabilities Act (ADA) and require test accommodations, if you require extra testing time or additional break time during the exam day or if you require a personal item to be in the testing center with you during the exam day, please visit our [website](#).



# NAVLE FAST FACTS

## NAVLE Process Summary FOR US AND US TERRITORIES\*

### STEPS

### PROCESS

### ADDITIONAL INFORMATION

#1

#### ICVA NAVLE Application

- Complete the NAVLE application and pay the corresponding application fee.
- The NAVLE fee is \$740. There is an additional fee of \$355 for international testing.
- The NAVLE application is due on August 1 for the November-December window and February 1 for the April window.

[CLICK TO APPLY AND PAY FEE](#)



- The ICVA office staff will assist you with any questions that you have about NAVLE application and registration.
- Make sure that your name on your application matches your name exactly as it appears on the photo ID that you will use for admission to the test center.

#2

#### NAVLE State Application

- Contact your chosen board (or its designated processor) to request their NAVLE application.
- No board application deadline will be later than August 1 for the November-December window or February 1 for the April window.

- The state board contact information can be found on the ICVA website.

[CLICK FOR STATE BOARD CONTACTS](#)



#3

#### Scheduling Your Testing Appointment

- You will receive an e-mail notifying you that your scheduling permit is available.
- Visit the Prometric website to schedule your test date.

- Scheduling permits will be available by early September for the November-December testing window and late February for the April testing window.
- Contact Prometric one week prior to your scheduled testing appointment for confirmation.

[CLICK TO SCHEDULE APPOINTMENT](#)



[CLICK TO CONFIRM APPOINTMENT](#)



#### \*Canada Requirements

If you are applying to take the NAVLE to obtain a license to practice veterinary medicine in Canada, you must contact the Canadian National Examining Board (NEB) and follow their NAVLE application procedures and requirements.

#### SCORES:

Scores will be reported to the board through which you were approved approximately four weeks after the close of the testing window. Your NAVLE score will be made directly available to you via a secure on-line portal at the same time. If you want to have your scores transferred to another licensing board, contact the AAVSB at 877.698.8482, or via their [website](#).



# NAVLE FAST FACTS

## Exam Day and Testing



### Do

- Review NAVLE [Rules of Conduct](#) prior to taking your examination.
- Remember to bring your scheduling permit (printed or electronically) and required identification (see below).
- You will not be permitted to test without both your permit and your ID.
- Arrive 30 minutes prior to your testing appointment.
- Follow all instructions of test center staff before, during, and after your examination.
- Put all personal belongings, including your cell phone and study materials, in the locker provided.
- Use approved personal items only during authorized breaks.
- Be sure to complete all sections of the examination.



### Don't

- Feel compelled to test if you are ill, under unusual stress or feeling unprepared for the examination.
- Bring friends and family members to the testing center; instead arrange to meet them after the examination ends.
- Bring unauthorized items to the testing room. If you have a documented medical condition that requires you to bring personal items into the testing center, you must contact the ICVA when you submit your NAVLE application for further information. Soft foam earplugs are allowed with no need for authorization.
- Write anything on laminated note boards prior to entering your Candidate Identification Number (CIN) and starting your examination.



### ACCEPTABLE FORMS OF UNEXPIRED IDENTIFICATION

- Passport
- Driver's License with photograph
- National Identity Card
- Other forms of dated, unexpired, government-issued identification with a photo.

**The name on your identification must match the name on your permit exactly.**



### SECURITY PROCEDURES ON TEST DAY

#### During your check-in you will:

- Be scanned with a handheld metal detector and/or walk-through.
- Be asked to empty and turn your pockets inside out.
- Have your photo ID checked.
- You will be asked to complete this process each time you return to the testing room after a break.

# NAVLE FAST FACTS

## Irregular Testing Behavior



### Do

- Put all personal belongings, including your cell phone and study materials, in the locker provided.
- Access personal belongings only during authorized breaks.
- Verify you are on an authorized break screen before leaving the examination room for a break.



### Don't

- Ask people what they saw on their examination or share what you saw on yours, including on web forums.
- Change any information on score reports, transcripts, or any other NAVLE-related documents.
- Write on your hand, tissue, or any surface other than the laminated note board provided to you by test center staff on your examination day.
- Apply and/or sit for an examination if you are not a current student or a graduate of a veterinary school, even if you are appealing your school's decision to withdraw or dismiss you.
- Provide examination content to test preparation companies or other entities.

### IRREGULAR BEHAVIOR INCLUDES, BUT IS NOT LIMITED TO:

- Registering for or taking an exam when ineligible.
- Seeking/obtaining prior access to exam content.
- Altering exam scores.
- Having unauthorized items in the testing area.
- Using a proxy to take your exam.
- Writing on anything other than the note boards provided.

### THE PENALTIES FOR IRREGULAR BEHAVIOR MAY INCLUDE:

- Cancellation of your exam scores.
- Barring you from one or more future examinations.
- Termination of examination.
- Possible legal action.
- Fine for damages suffered by the ICVA.

#### THINK BEFORE YOU ACT:

The ICVA program takes examination security seriously. If you have information of something that may threaten the security or integrity of the NAVLE, please contact ICVA at [security@icva.net](mailto:security@icva.net)



# NAVLE FAST FACTS

## Scoring and Score Reporting

### WHAT HAPPENS WHILE YOU WAIT FOR YOUR SCORES?

- After testing, the examination data are delivered electronically to our testing vendor.
- Examinee responses are converted into a raw score (the sum of the points earned from correct responses).
- The raw score is converted into a three-digit score.
- A final quality control check is performed to verify the scores and score report prior to posting the reports to the candidates.



### HOW LONG DOES IT TAKE TO GET RESULTS?

Scores will be reported to you directly and to the board through which you were approved approximately four weeks after the end of the testing window.

When your score is available, you will receive an email providing you with instructions for accessing your NAVLE score report.

### SCORE TRANSFERS

Your initial NAVLE score will be reported to the licensing board through which you were approved and to the AAVSB. The cost of the initial score reports are included in your NAVLE fee. All subsequent requests for NAVLE score reports must be directed to the VAULT, operated by the AAVSB.

To transfer your scores to additional licensing jurisdictions, you must make your request through the AAVSB.

[Request Score Transfer](#) 

[CLICK FOR MORE  
INFORMATION  
REGARDING THE SCORE  
REPORTING PROCESS](#)



# GENERAL NAVLE INFORMATION

## GENERAL INFORMATION

This bulletin contains procedural and policy information for the North American Veterinary Licensing Examination (NAVLE®). You should become familiar with all aspects of this bulletin. Please note that while every attempt has been made to provide accurate and definite information, the International Council for Veterinary Assessment® (ICVA®) may need to change or revise policies and procedures that affect the NAVLE program. Changes will be posted on the ICVA [website](#) as soon as they are determined. You should check this website for the most current information about ICVA policies and procedures.

All test questions used in the NAVLE are owned by the ICVA and are copyrighted. Any reproduction by any means or distribution of NAVLE questions without the express written authorization of the ICVA and the NBME is prohibited. The ICVA reserves the right to pursue their rights and remedies to the fullest extent permitted by law without further notice to you, including taking legal action.

## Purpose and Mission of NAVLE

The NAVLE is a requirement for licensure to practice veterinary medicine in all licensing jurisdictions in the US and Canada and is developed by the International Council for Veterinary Assessment (ICVA) and the National Board of Medical Examiners® (NBME®). The ICVA supports veterinary licensing authorities through its leadership in the development, delivery, and continual improvement of high-quality assessments across the continuum of veterinarians' preparation for practice.

## Primary Objectives of the NAVLE

- To provide a comprehensive objective examination to state, territorial, or provincial boards charged with the licensing of veterinarians
- To protect the public by ensuring that veterinarians demonstrate a specified level of knowledge and skills before entering veterinary practice
- To assess the professional competency of veterinarians in terms of their qualifications to enter private clinical practice
- To provide a common standard in the evaluation of candidates that will be comparable from jurisdiction to jurisdiction
- To contribute to the veterinary profession through the development of improved definitions of the relationship between knowledge and professional practice
- To facilitate interstate/interprovincial licensing reciprocity for practicing veterinarians



## Computer-Based Testing (CBT)

The NAVLE is administered on computer. CBT offers enhanced security measures for the examination process. Security of the test materials is ensured by the encryption of data prior to transmission to the test centers. Audio and video monitoring in the test centers enhances the proctoring of the examination, and digital cameras are used to identify NAVLE candidates.

## Description of the Examination

The NAVLE consists of an optional 15-minute tutorial and 360 multiple-choice questions administered in six blocks of 60 questions each. You will have 65 minutes to complete each block, for a total of 390 minutes (or six and one-half hours) of total examination time. Forms of the examination are randomly assigned to each examinee. All candidates will have the same number of questions and the same time allotment. Within each block, you may answer questions in any order and review and/or change your answers. When you exit a block, or when time expires, no further review of questions or changing of answers within that block is possible.

The NAVLE is designed to assess your knowledge of veterinary medicine as it relates to entry-level private clinical practice. The examination covers all animal species commonly seen by private practitioners in North America. Approximately 15%-20% of the NAVLE questions will include graphic or pictorial information (such as a photograph or radiograph). Pictorial information will be displayed in a viewer window that provides zoom, contrast adjustment, and panning capabilities. Sixty of the 360 questions will be used as pretest questions and will not be counted in scoring. Pretest questions will occur randomly throughout each block. You will not be able to distinguish between the scored and pretest items. You will have 45 minutes of total break time which may be used to make the transition between blocks and for breaks. Breaks are not fixed - you will have the personal flexibility to use this time to suit your needs. Breaks may only be taken between blocks of questions.



# APPLICATION AND APPROVAL PROCESS

## ASSISTANCE FOR NAVLE CANDIDATES

The ICVA office stands ready to help answer your questions or resolve problems you may encounter with the NAVLE application and registration process. Information is available on the NAVLE application process through our [Frequently Asked Questions](#). If you cannot find the information you need, you can [contact our office](#) for further assistance. It is important for NAVLE candidates to check their application status on the [NAVLE Candidate Dashboard](#), so that if there are issues, they can be resolved prior to the deadline. It is better to ask for assistance than to assume that everything is fine, only to discover too late that you are unable to take the NAVLE because of problems with your applications or your Scheduling and Admission Permit.

To reduce the potential for misunderstandings and to ensure the privacy of candidate information, the ICVA office will correspond only with the candidate regarding NAVLE application, request for test accommodations, fee payment, registration, and score reporting questions, unless the candidate specifically authorizes the ICVA, in writing, to correspond with a third party. The ICVA may, however, correspond with the appropriate licensing board and/or veterinary school official regarding a candidate's status in the NAVLE program.

## Eligibility Requirements

The NAVLE is administered only to bona fide candidates for licensure to practice veterinary medicine. This includes candidates who:

- Graduated from or are enrolled in a school or college of veterinary medicine accredited by the Council on Education of the American Veterinary Medical Association; or
- Enrolled in, or hold certificates issued by the [Educational Commission for Foreign Veterinary Graduates](#) (ECFVG) or the [Program for the Assessment of Veterinary Education Equivalence](#) (PAVE). Candidates who are enrolled in ECFVG or PAVE must have completed the Step 3 examination requirement of the respective program before they may be approved by a licensing board to take the NAVLE.

In Canada and most US states, if you have not graduated from veterinary school at the time of application, you must have an expected graduation date no later than ten (10) months from the last date of the applicable testing window. Please note for candidates applying through the Nebraska Board there is an eight (8) month graduation requirement and those applying through Washington Board has a six (6) month graduation requirement. If your eligibility status changes after you are approved to take the examination, you must notify the organization that approved you for the NAVLE. Failure to do so may result in the cancellation of your NAVLE score results.

If you are a candidate who is repeating the NAVLE, please refer to the [Retake Policy](#) information on page 15.



## Candidates Requesting Test Accommodations

If you have a documented disability covered under the Americans with Disabilities Act (ADA) and require test accommodations, you must contact [accommodations@icva.net](mailto:accommodations@icva.net) to obtain information regarding testing accommodations, application procedures, and documentation requirements before you apply for the NAVLE.

If your accommodation request requires that you have extended testing time for your examination, you must take the NAVLE over a two-day period. Download the accommodation request form [here](#).

It takes time to review the documentation necessary to approve test accommodations. If you do not submit the required documentation to the ICVA in time to allow them to review it, you will not be eligible for accommodations.

All supporting documentation must be provided to the ICVA prior to, or at the time of, submission of your NAVLE application.

## Candidates With Pre-Existing Medical Conditions

If you have a pre-existing medical condition that could affect your ability to take the NAVLE on your scheduled test date, or if you have a medical condition that requires frequent use of the restroom, notify [accommodations@icva.net](mailto:accommodations@icva.net) of your condition at the time you submit your NAVLE application.

## Examinees Who Require Additional Break Time

Examinees with medical conditions, such as lactation, may apply for additional break time/standard testing time by submitting the [form available on our website](#) along with a letter from a qualified health care professional documenting the medical necessity of the request. Please submit the request at the time of your NAVLE application to the ICVA office. If the medical issue develops after you have submitted your application, please contact the ICVA immediately.

## Personal Item Exceptions

Unauthorized possession of personal items while you are in the secure areas of the testing center is prohibited. However, in certain limited circumstances, exceptions to this policy may be made for medical reasons, provided that permission is granted in advance of the test day. To request approval to bring personal items into the secure areas of the testing center for medical reasons, please submit a written request and documentation to the ICVA at the time of your NAVLE application. If the medical issue develops after you have submitted your application, please contact the ICVA immediately.

Some appliances and devices required for chronic or acute medical situations are already pre-approved for test candidates to use while in the Prometric Testing Centers, including but not limited to service animals, insulin pumps, inhalers, canes, crutches, slings, casts, wheelchairs, TENS units, and eyeglasses. [These pre-approved items](#) may be brought to the testing center without receiving prior approval from the ICVA. If you are unsure whether you should request an exception or not, please contact [accommodations@icva.net](mailto:accommodations@icva.net). All personal items brought to the examination, either with prior approval from the ICVA or without pre-approval, are subject to inspection at the test center. If you bring a non-approved item to your examination, you may not be permitted to test, you may be required to relinquish the item, and/or you may be investigated for irregular behavior.

Candidates are not required to obtain advance permission to consume food or take medication on authorized breaks.



## NAVLE Application Process for Licensure in Canada

If you are applying to take the NAVLE to obtain a license to practice veterinary medicine in Canada, you must contact the [Canadian National Examining Board \(NEB\)](#) in Ottawa and follow their NAVLE application procedures and requirements. NAVLE application and fee payment must be made directly to the NEB (not to the ICVA) by their application deadline date. NEB and provincial licensing board contact information can be found on page 34.

## NAVLE Application Process for Licensure in the United States and U.S. Territories

If you are applying through one of the 37 states that ICVA processes the state portion of the application, you only need to fill out the [Online NAVLE Application](#). If you apply through one of the other states that ICVA does not process the state portion of the NAVLE approval process, you need to contact that licensing board directly, and complete their necessary paperwork in addition to completing the [Online NAVLE Application](#). Check your state requirements [here](#).

### ■ ICVA NAVLE Application

The ICVA NAVLE application is located on the ICVA website during application periods. Application and payment can be submitted electronically. Refer to the NAVLE Application Information section of the ICVA website on how to apply for the NAVLE on-line and pay the fee by Visa or MasterCard.

### ■ ICVA State or Territorial Application

NAVLE candidates must apply for approval to take the NAVLE through one state or territorial licensing board. Each jurisdiction sets its own eligibility requirements for the NAVLE, and you are responsible for obtaining the necessary NAVLE application materials from the jurisdiction in which you plan to seek licensure (or from their designated NAVLE application processor). Because the NAVLE application requirements, deadlines, and application fees vary among jurisdictions, contact your chosen board well in advance of the NAVLE application deadline. U.S. state and territorial licensing board contact information can be found on pages 31-33.

You can apply for NAVLE approval through one board only, and your score will be reported to that board. You may not change your licensing board after your eligibility file has been submitted to our test vendor. Once you pass the NAVLE, you may request score transfers to other jurisdictions through the American Association of Veterinary State Boards. See the NAVLE Score Transfers section on page 27 for more information.

## Application Fees

The NAVLE fee is \$740, payable in U.S. funds. An additional international fee of \$355 will be assessed for candidates taking the NAVLE outside the U.S., U.S. territories, and Canada.

Licensing board NAVLE application and approval fees vary. Contact your chosen board (or its processor) for accurate information on how to submit the application fee. You will not be permitted to take the NAVLE unless both the ICVA NAVLE application fee and the licensing board State NAVLE application fee have been paid.

The NAVLE has been approved by the Veterans Administration (VA) for VA education benefits. Call 1.888.442.4551 or visit [www.gibill.va.gov](http://www.gibill.va.gov) for more information.

The NAVLE fee is non-refundable and nontransferable. If you do not take the examination during the testing window for which you were approved, you must submit a new application and pay the full fee to take the NAVLE during a subsequent window. If there are extenuating circumstances that prevent you from taking the NAVLE once you have submitted your application and paid your fee, [contact the ICVA](#) office for guidance. Please note, if the payment method selected by you results in a dishonor or a later dispute as to the validity of the payment for any NAVLE services, your NAVLE eligibility may be suspended, your scores may be withheld, and any scores that have been reported may be rescinded pending resolution of the dishonor or dispute and the payment of additional fees by you arising from such dishonor or dispute.



## Application Deadlines

The deadline for receipt of your applications by the licensing board and the ICVA will be no later than August 1 for the November-December testing window and February 1 for the April testing window. You should contact your chosen board early because some boards have an earlier deadline. Both the ICVA NAVLE application and fee, and the licensing board state NAVLE application and fee, must be received by the designated offices by their respective deadlines.

## Change of Name or Contact Information

You must notify the ICVA and your state licensing board (or its NAVLE processor) in writing of any name, e-mail address, postal address, or telephone number changes. Notification of a name change must be accompanied by an attested photocopy of a marriage certificate, divorce decree, or court judgment from a name change petition. For additional information on ID and name requirements, refer to the [Security Procedures](#) section on pages 19-21.

## NAVLE Candidate Dashboard

This on-line tool is designed to assist NAVLE candidates as they proceed through the application and testing process.

The dashboard provides updated information 24 hours a day of an individual's NAVLE application importation, approval, release of their NAVLE Scheduling and Admission Permit, and release of their NAVLE score report. You will be able to review your information for accuracy to ensure that there are no issues when you go to take the test.

To access the [NAVLE Candidate Dashboard](#), use the ICVAID and access code you receive once your application has been downloaded into the ICVA database.

## Retake Policy

The ICVA has recommended to licensing boards that candidates not be approved to take the NAVLE more than five times, and that they not be allowed to sit for the examination at a date that is later than five years after their initial attempt. This policy took effect beginning with the November - December 2007 NAVLE administration, and any attempts by a candidate to pass the NAVLE prior to the fall 2007 administration do not count toward the five-attempt limit. If state law permits an applicant to take the NAVLE more than five times, or if state law restricts an applicant to fewer than five attempts, state law will prevail. A table of licensing board policies on NAVLE retakes is available on the [ICVA website](#). Candidates who successfully complete the NAVLE may not retake the examination without the express written permission of the ICVA and the licensing board requiring the individual to retake the examination.

In order to implement the NAVLE Retake Policy stated above, the ICVA reserves the right to notify licensing boards of all previous attempts by a candidate in any jurisdiction. This notification will not include score information.

## PROMETRIC TEST CENTERS FOR COMPUTER-BASED TESTING (CBT)

The NAVLE is administered in Prometric Test Centers (PTCs). Prometric provides CBT services for professional licensure, academic assessment, certification, and for various other professional and academic needs.

All PTCs are set up similarly. This not only helps enhance security, but also provides the same standards of comfort and uniformity for all candidates.

The NAVLE is administered in the United States, U.S. Territories, and Canada, and at selected PTCs in 13 international testing regions, as listed on the NAVLE application. Locations of PTCs available for the NAVLE can be found on the [Prometric website](#).

Prometric test center locations are subject to change, and there is no guarantee that a center listed on the Prometric website at the time of application will be available for a future NAVLE administration. In the event a Prometric testing center closes, affected candidates will be advised on making alternate testing arrangements at another site.

## Scheduling and Admission Permits

A Scheduling and Admission Permit with instructions for making an appointment at a Prometric Test Center will be issued to you after you submit your completed applications, have paid the NAVLE fees, are deemed eligible by a licensing board, and have been processed by the NBME. The permit specifies the eligibility period during which you must complete the examination. You will receive an email with instructions for accessing your permit no later than September 25th for the November-December testing window and February 27th for the April testing window. Please review your Scheduling and Admission Permit upon receipt to ensure that the name listed on the permit is correct and that it matches the government-issued identification that you plan to provide on test day. Please notify ICVA immediately if the name listed on your scheduling permit is not correct.

## Scheduling a Test Date

You must have your Scheduling and Admission Permit before contacting Prometric to schedule your testing appointment. Your Scheduling and Admission Permit will contain a Scheduling Number. This is the number that you will use when you schedule your testing appointment.

The testing windows are November 1 - December 16, 2023, and April 1 - 26, 2024. Contact Prometric as soon as possible after accessing your Scheduling and Admission Permit for the largest number of testing center location and date options. Please note, you may not always receive the exact location or test date you want. **Try not to schedule on or near the last day of your eligibility period. If something unexpected happens you may need the extra time remaining in the testing window to reschedule.** Please note that PTCs are closed on major holidays and some centers are open on weekend days.

If you do not take the examination during the testing window for which you were approved, but wish to take it in the future, you must reapply and pay the fees again. A new Scheduling and Admission Permit is issued to approved candidates for each testing window.

When scheduling, Prometric will issue you a Prometric Confirmation Number. Please note that your





Confirmation Number is not the same as your Candidate Identification Number (CIN). You will need this number to confirm, reschedule, and/or cancel your testing appointment with Prometric. The ICVA does not have access to your Prometric Confirmation Number.

## Changing Testing Appointment or Location

If you are unable to keep a testing appointment on your scheduled date or at your scheduled location, you may change your date or location within that testing window and within your chosen testing region using the Prometric contact information on your Scheduling and Admission Permit. You will need to provide your Prometric Confirmation Number (issued to you by Prometric when you made your original appointment) when you reschedule. A request to reschedule an appointment must be made by noon local time (of the region in which you are registered to test as noted on your permit) at least two business days before your testing appointment. When contacting Prometric by telephone, you must speak with a representative. Leaving a voice mail message does not satisfy the requirement to provide advance notice.

To avoid a Prometric rescheduling fee, you must reschedule your appointment by noon local time (of the region in which you registered to test as noted on your Scheduling and Admission Permit) at least 2 business days before your appointment. If you need to reschedule your appointment or change your test center location within 2 calendar days of your appointment, you must pay a rescheduling fee to Prometric. If you cancel your appointment within 2 calendar days or do not test as scheduled, before you can schedule a new appointment, you must call Prometric Candidate Cares at the number listed in the second paragraph of your permit and pay to reinstate your eligibility record. Having your eligibility reset does not guarantee an opening will be available within the testing window. Reset fees are non-refundable.

If you need to change your testing region at any point after your eligibility file has been submitted to our testing coordinator, contact the ICVA. You will receive a new Scheduling and Admission Permit containing a new scheduling number. Any existing appointment will automatically be cancelled, and it will be your responsibility to schedule a new appointment. You will be required to pay additional fees. Any changes in your testing region must be made at least 14 days prior to the start of the testing window.



# PREPARING FOR THE NAVLE

## TEST QUESTION FORMAT

The NAVLE includes only single questions with one best answer. They consist of a statement or question followed, in most cases, by five options arranged in alphabetical or logical order (a few items may have four or six options). The response options for all questions are lettered (e.g., A, B, C, D, E). Examinees are required to select the best answer to the question. Other options may be partially correct, but there is only ONE BEST answer.

## Sample Questions

Sixty sample test questions and an answer key are available on the [ICVA website](#).

## Practice Examination and Tutorial

The ICVA website has a [practice examination](#) with 20 additional sample items, formatted as a practice test with the same tutorial and general software interface used by Prometric to deliver the NAVLE. This software includes, among other features, clickable icons for marking questions to be reviewed, automated review of marked and incomplete questions, and a timer panel indicating the time remaining in the test. The tutorial does not include the calculator function available on the NAVLE. You will also be able to practice using the zoom, contrast adjustment, and panning capabilities for pictorial information. Although the software is simple and intuitive, it is highly recommended that you practice before your test date, because practice at the test center will be limited to a 15-minute tutorial.

## Self-Assessments

NAVLE Self-Assessments are available for purchase through the [ICVA website](#). There are two types of NAVLE Self-Assessments available: Regular and Expanded Feedback. Expanded Feedback is offered for Form 2 for an additional fee of \$15 to receive the correct answers to questions that are answered incorrectly. The fees are \$50 (regular) and \$65 (expanded feedback) and the fee is non-refundable. Each type of assessment contains 200 items. English versions and French versions are offered, and a score report is available immediately after completion of a self-assessment. There is only one version of each exam form. The score report shows the performance on the total assessment, and for each of the main topic areas. It indicates the performance of a comparison group of candidates on the same items, and it includes a projected NAVLE score range based on the participant's performance on the assessment. Answers to individual questions are not provided except for on Form 2 (Expanded Feedback - for an additional fee). See the [NAVLE Self-Assessments page](#) on the ICVA website for more information. Please note, if the payment method selected by you results in a dishonor or a later dispute as to the validity of the payment for any NAVLE services, your NAVLE eligibility may be suspended, your scores may be withheld, and any scores that have been reported may be rescinded pending resolution of the dishonor or dispute and the payment of additional fees by you arising from such dishonor or dispute.

## TESTING CONDITIONS

Policies and procedures governing administration of the examination have been established to ensure that no candidate or group of candidates receives unfair advantage on the examination, inadvertently or otherwise.

Efforts are made to ensure that the examination is administered under standard conditions and is consistent with the principles on which the examination is developed and scored. However, if the integrity of the examination process appears to have been jeopardized, the ICVA reserves the right to invalidate all or any part of an examination or to withhold scores even if it cannot prove that you personally engaged in irregular behavior or that you benefited from the irregular behavior of others.

Physical security of examination materials will be controlled through computerized, electronic transmission of encrypted data. Observation of the testing sessions will be aided by use of audio and video monitors and recording and other equipment available at test centers. All testing sessions for the NAVLE are monitored by staff at the test center.

Candidates observed engaging in possible violation of test administration rules or other forms of irregular behavior during an examination will not necessarily be told of the observation by test center staff at the time of the examination.

You may not bring any personal belongings into the testing room, including, but not limited to mechanical or electronic devices, outerwear, brimmed hats, book bags, backpacks, purses, books, notes, study materials, calculators, watches, recording or filming devices, radios, electronic paging devices, cellular telephones, food, or beverages. If you bring any personal belongings to the test center, you must store them in a designated locker outside the testing area. Upon reasonable suspicion, such personal belongings and their contents may be inspected. If you have any doubt whether an item may be brought into the testing room, it is your obligation to obtain express permission from staff at the test center before you begin your examination.

Any materials that reasonably appear to be reproductions of any NAVLE materials will be confiscated. Making notes of any kind during an examination, except on the materials provided by the test center for this purpose, is not permitted.

Candidates are not permitted to communicate with, seek aid from, or provide aid to any other candidate during the examination.

There may be test takers from other professions taking examinations during your test administration. Their examination formats and schedules will differ from your schedule. There may be low levels of background activity audible as they arrive, take their examinations, and depart. Candidates are allowed to bring cordless soft-foam earplugs into the testing room. However, they must be out of the packaging and ready for inspection by test center staff during check-in. Earplugs must be left at the workstation during all breaks.



## Rules of Conduct

All NAVLE candidates will see this screen as they begin their examination.

**Rules of Conduct for the NAVLE**

The purpose of this screen is to remind you of the Rules of Conduct that you agreed to follow when you registered to take the computer-based North American Veterinary Licensing Examination® (NAVLE®).

1. You are the person named on the Scheduling Permit for the examination.
2. You will not give, receive, or obtain any form of unauthorized assistance during the examination or breaks.
3. You will not have prohibited materials, including formulas, study materials, notes, papers, or electronic devices of any kind in your possession while you are in the secure areas of the center.
4. You will place in a locker or cubicle all personal belongings, including cell phones, watches, pagers, tablet PCs, iPods/media players, fitness and tracking monitors, any device with transmitting or receiving capabilities (e.g., bluetooth), formulas, study materials, notes, papers, pens/pencils, and your purse and/or wallet, before you enter the testing room.
5. You will not leave your testing station for breaks unless the break screen is visible on your monitor. It is a violation of the Rules of Conduct if you indicate on the center log that your break screen is visible when it is not.
6. You may use a telephone or other communication device only when outside the secure testing area and during an authorized break. You may not use a device for any purpose related to test content.
7. You will not remove materials in any form (written, printed, recorded, or any other type) from the testing center.
8. All examination materials remain the property of the ICVA or the ICVA and the National Board of Medical Examiners® (NBME®), and you will maintain confidentiality of the materials. You will not reproduce or attempt to reproduce examination materials in whole or in part through memorization or any other means. Also, you will not provide information relating to examination content that may give or attempt to give unfair advantage to individuals who may be taking the examination. This includes postings regarding examination content and/or answers on the Internet.

If you violate these Rules of Conduct, you may be directed to leave the testing center before you complete the examination. Also, evidence of violation of any test administration rule, including these Rules of Conduct, will result in actions being taken under ICVA policies and procedures on irregular behavior. If you are found to have engaged in irregular behavior, your score report and transcripts will include this finding, and you may be barred from taking the NAVLE in the future. See the NAVLE Candidate Bulletin for further information regarding irregular behavior.

[Proceed to Next Item](#)

Block Time Remaining: 10:57  
Day Time Remaining: 7:25:57

Lock

End Block

## Irregular Behavior

All NAVLE candidates must agree with the following statement before they will be able to take the examination: “This examination contains test materials that are owned and copyrighted by the International Council for Veterinary Assessment® (ICVA®), or jointly by the ICVA and the National Board of Medical Examiners® (NBME®). Any reproduction of these materials or any part of them, through any means, including, but not limited to copying or printing of electronic files, reconstruction through memorization and/or dictation, and/or dissemination of these materials or any part of them is strictly prohibited.”

Irregular behavior is defined as any behavior that undermines the application, assessment, or certification processes of the ICVA or that threatens the integrity of the NAVLE certification process. Anyone having information or evidence that suspected irregular behavior has occurred should submit a written, signed statement to the ICVA providing a detailed description of the incident and/or circumstances and copies of any supporting documentation and evidence. Insofar as possible, such reports will be handled confidentially; however, the ICVA generally will not investigate and/or act on unsigned or verbal reports. Irregular behavior may occur prior to, during, and/or following examination application and administration.

Specific examples of conduct that may be deemed to be irregular behavior include, but are not limited to, the following:

- seeking, providing, and/or obtaining unauthorized access to examination materials
- providing false information or making false statements on or in connection with application forms, scheduling permits, or other NAVLE-related documents
- taking or attempting to take an examination for which you are not eligible



- taking an examination for someone or engaging someone to take an examination for you
- seeking, providing, or obtaining unauthorized assistance during the examination or attempting to do so
- making notes of any kind while in the secure areas of the test center, except on the writing materials provided at the test center for this purpose
- failing to adhere to any NAVLE policy, procedure, or rule, including instructions of the test center staff
- verbal or physical harassment of test center staff or other examination staff, or other disruptive or unprofessional behavior during the registration, scheduling, or examination process
- possessing any unauthorized materials, including, but not limited to, photographic equipment, communication or recording devices, fitness and tracking monitors, and cell phones, in the secure testing areas
- altering or misrepresenting examination scores
- unauthorized reproduction by any means, including, but not limited to, reconstruction through memorization and/or dissemination of copyrighted examination materials by any means, including the Internet
- communicating or attempting to communicate about specific test items, cases, and/or answers with another examinee, potential examinee, or formal or informal test preparation group at any time before, during, or after an examination
- failure to cooperate fully in any investigation of a violation of the NAVLE rules

Any irregular behavior will be reported to the ICVA and will constitute grounds for the NAVLE program to:

- bar you from one or more future examinations or permanently; and/or
- invalidate the results of your examination and any prior examinations; and/or
- withhold your scores; and/or
- fine you in an amount that reflects damages suffered by the NAVLE program, including its costs of investigation and the costs of replacing any items that must be removed from the item bank; and/or
- censure you; and/or
- sue you for damages and civil remedies; and/or
- pursue prosecution of you for any conduct that constitutes a criminal or civil violation; and/or
- take any other appropriate action.

Candidates also understand and agree that the ICVA may withhold their scores and may require them to retake the examination if the NAVLE Program is presented with evidence demonstrating to the NAVLE Program, in its sole discretion, that the security of the examination has been compromised, notwithstanding the absence of any evidence of their personal involvement in the compromising activities. Candidates have an affirmative duty to cooperate in any investigation conducted by or on behalf of the NAVLE Program, including but not limited to providing written or oral statements to the NAVLE Program and providing copies of documents and items in their possession, custody or control. This duty to cooperate exists whether or not the candidate is a specific target of the investigation or is merely a potential witness to the irregular conduct of others. Candidates further understand and agree that the examination and related materials utilized in the NAVLE are copyrighted and must not be removed from the test area or reproduced in any way, and that reproduction of copyrighted material, in whole or in part, is a federal offense and may subject them to the sanctions listed above.

Any irregular behavior or violation of the test administration rules may, in the sole discretion of the ICVA, be reported to the applicable board or boards of veterinary medicine, which could jeopardize your potential for licensure. In addition, if the NAVLE Program has reason to believe that a candidate may have engaged in irregular behavior, it may notify the applicable board or boards of veterinary medicine, even if the investigation is ongoing and no findings have been made.

If you have any questions or doubts about whether an activity might constitute irregular behavior, you should [contact the ICVA](#) for clarification.



## CHECK-IN PROCEDURES

You should arrive at the test center 30 minutes prior to your scheduled test appointment. If you arrive after your appointment time, you may not be admitted. If you arrive more than 30 minutes after your scheduled testing appointment, you will not be admitted and must pay a fee to reschedule your test. Your rescheduled test date(s) must fall within your eligibility period. Please contact Prometric if you must reschedule your test.

After you present the required identification, you will sign a test center log, be photographed, and store your personal belongings in your assigned locker. You may be scanned with a handheld metal detector and asked to empty and turn your pockets inside out before entering the testing room to confirm that you have no prohibited items. You may be asked to repeat this process prior to every entry into the testing room after a break.

## Security Procedures

When you arrive at the test center, you must present your scheduling and admission permit and the required identification as described on your scheduling and admission permit. Acceptable forms of unexpired identification include:

- Passport
- Driver's license with photograph
- National Identity Card
- Other form of dated, unexpired, government-issued identification

**Your name, as it appears on your scheduling and admission permit, must match the name on your form(s) of identification exactly.** Your identification must contain both your signature and a recent photograph. If the name listed on your scheduling and admission permit is not correct, contact the ICVA immediately. Please review your Scheduling and Admission Permit for details and limited exceptions.

Name changes or corrections cannot be made within 7 business days of a scheduled testing date. If your government-issued identification form contains only a photograph, a second form of unexpired identification with your signature is required, such as a student ID or credit card.

**Remember!** If you do not bring your Scheduling and Admission Permit on paper or electronically (e.g., via smartphone) and acceptable identification, you WILL NOT be admitted to the test and will be required to pay a fee to reschedule your test. Your rescheduled test date(s) must fall within your eligibility period. Having your eligibility reset does not guarantee an opening will be available within the testing window.

Please note the following:

- You will be scanned with a handheld metal detector or a full body scanner
- You will be asked to empty and turn your pockets inside out; you will be asked to repeat this process prior to every entry into the testing room after a break.
- You will be required to remove eyeglasses for visual inspection by the test center administrators. These inspections will take a few seconds and will be done at check-in and upon return from breaks.
- Jewelry, except for wedding and engagement rings, is prohibited.
- Hair accessories are subject to inspection. You should not wear ornate clips, combs, barrettes, headbands, and other hair accessories. Any examinee wearing any of these items may be prohibited from wearing them in the testing room and asked to store such items in their locker.



Before you enter the test room, test center staff will give you laminated writing surfaces (or scratch paper) and markers to use for making notes and/or calculations during the testing session. You will be instructed to write your name and CIN, as shown on your scheduling and admission permit, on one of the laminated writing surfaces provided.

They should be used only at your assigned testing station, and only after you have entered your Candidate Identification Number (CIN) to start your test session. If you have filled the laminated writing surfaces and need additional space for making notes, raise your hand to ask test center staff for a replacement. You must return laminated writing surfaces to test center staff at the end of the testing session. Do NOT write on anything other than the laminated writing surface (e.g., your hand, other body part, tissue, etc.). Failure to comply may result in a finding of irregular behavior.

Test center staff will escort you to your assigned testing station and provide brief instructions on use of the computer equipment. You must enter your CIN to start the examination. A brief tutorial is available before each examination.

An on-screen calculator will be available for use during your examination.

There are no facilities available for family and friends to wait at the center while you test; plan to meet them elsewhere after the examination ends.

## Break Time

Your test session is scheduled for a fixed amount of time and the computer keeps track of the time allocated for each block and for breaks. At the start of the testing session, you have a total of 45 minutes of break time for authorized breaks and for computer transitions between blocks. Authorized breaks include any time you spend between test blocks, whether you remain at your seat or leave the testing room. If you complete the tutorial or other testing blocks early, the remaining time will be added to your total break time.

Once you begin a testing block, no authorized breaks are provided during the block. During the blocks, the block and daytime clocks continue to run even if you leave the testing room (e.g., for a personal emergency). If you leave during the block, the test center will file a report of the incident. Additionally, the unauthorized break screen, described in the examination tutorial, will appear on the monitor after a defined period of inactivity. After the unauthorized break screen appears, you will need to enter your CIN to continue with the examination. Each time you leave the testing room, you are required to sign out and sign in when you return. You must present your identification each time you sign in.

If you take too much break time and exceed the allocated or accumulated break time, the excess will be deducted from your total testing time. Use the time summary feature (explained in the tutorial on test day) to keep track of your time.

## Starting and Completing the Test

The test session ends when you have started and exited all blocks, or the total test time expires. You will receive an end of session notice during checkout that you have appeared for the test. If your test is scheduled for multiple days, be sure to bring a copy of your Scheduling and Admission Permit with you each day or you may not be permitted to test.

After you start taking your examination, you cannot cancel or reschedule your examination. If you experience a computer issue during the test, notify test center staff immediately. The testing software is designed to restart the test at the point that it was interrupted.

In the rare event that a technical problem occurs that does not permit you to complete your examination, please send a written description of the incident to the ICVA. The ICVA must receive your notice within 10 days of your



testing date, or it may not be possible to investigate your concerns. Your correspondence should include your name, your ICVA ID number, date of administration, and a detailed description of the difficulty experienced. Please allow at least 15 business days for your report to be investigated and evaluated. You will receive written notification of the investigation results.

If you start the examination but do not complete it for reasons other than a technical problem or expiration of time, you should promptly write to the ICVA explaining, in detail, the reasons you decided not to finish the examination.

For more information on how to report a test administration problem, visit the ICVA website.

**NOTE:** The NAVLE program may prohibit an examinee from completing the exam and/or may impose conditions on retesting if the examinee appears to represent a health or safety risk to test center staff. Such circumstances include, but are not limited to, an examinee performing careless or hazardous acts during the physical examination, exhibiting signs of illness (e.g., persistent coughing or sneezing) during the examination, or showing visibly open skin lesions or active bleeding.

If you do not feel well on the day of your examination, we strongly encourage you to consider rescheduling your examination. You must pay a fee to reschedule your test. Your rescheduled test date(s) must fall within your eligibility period. Please contact Prometric if you must reschedule your test.

Every effort is made to administer an examination at the scheduled test time and location. On occasion, however, exam administrations may be delayed or cancelled in emergencies such as severe weather, a natural disaster that renders a Prometric Testing Center (PTC) inaccessible or unsafe, or extreme technical difficulties. If Prometric closes a testing center where you have already scheduled a testing appointment, it will reschedule the examination appointment at no additional charge.

In that event, Prometric will attempt to notify you in advance of your testing appointment to schedule a different time and/or center. Rescheduling an appointment for a different time or center may occur at the last minute due to limited availability of seats in a PTC. You are strongly advised to reconfirm your appointment with Prometric and maintain flexibility in any travel arrangements you may make.





# SCORING AND SCORE REPORTING

## SCORING, ANALYSIS, AND STANDARD SETTING

After all responses are recorded, analyses are conducted to review the statistical properties and performance for each test question. When such analysis and/or candidate comments indicate the need, specific questions are reviewed again by one or more test committee members to ensure that the answer key is correct. Any question that fails to perform acceptably may be dropped from both the current scoring key and from the test question pool. Examinations are then scored for all candidates. Test questions are not weighted, and additional points are not subtracted for incorrect responses.

The minimum passing score for the NAVLE is established by criterion-referenced (also known as content-based) methods. Using content-based standard setting means that an established level of proficiency in the content is required in order to pass. If all candidates meet this criterion (passing standard), then all candidates will pass; if only 50% meet the passing standard, then only 50% will pass.

Whether a candidate passes or fails is not influenced by the relative performance of others taking the examination. Equating methods are used to maintain the same passing standard from administration to administration, despite potential differences in ability levels of candidate groups and/or question difficulty across administrations. Calculating scores in this manner facilitates both comparisons of individual performance and comparisons of examinations from year to year. Your score report will be formatted to meet the specific requirements of the licensing board through which you were approved to take the NAVLE. The information that may be included on your score report is outlined in the table below.

Score reports will show a pass or fail designation and a three-digit scaled score.

### Performance Information

### Explanation

Pass or Fail Decision	The ICVA recommends to licensing boards that an individual candidate's passing status on the NAVLE be determined based on the criterion-referenced passing score approved by the ICVA. The NAVLE passing standard is determined by a panel of veterinarians who are experts in the content areas assessed by the NAVLE. This panel reviews the NAVLE and makes judgements as to the test performance required of entry-level veterinarians. The collective judgements of the panel members are used to establish a NAVLE score representing the lowest acceptable passing score on the examination. Candidates who achieve a score equal to or higher than this criterion-referenced passing score receive a "pass" classification.
Three-Digit Scaled Score	This score is expressed on a numeric scale that ranges from 200 to 800. On this scale, a score of 425 is equivalent to the criterion-referenced passing score established by the ICVA.

## Scoring Process and Score Reports

As you take the NAVLE, your responses will be recorded and stored by the computer. After you complete testing, these responses are transmitted to the National Board of Medical Examiners for scoring. The NAVLE score report shows your score, a pass/fail designation, and a diagnostic report of your performance on the major content areas of the NAVLE. Your score report is made available via a secure on-line portal to the licensing



board through which you were approved. Score reports for all NAVLE candidates will be made available via a secure on-line portal at that time. You will receive an e-mail notifying you that your score report is available to access.

If you completed the NAVLE, but it is determined that you were not eligible, or that you engaged in irregular behavior, scores for that examination will not be reported or, if previously reported, may be rescinded.

## Examination Scores

Uniform and precise procedures ensure that the score reported for each candidate to the licensing board is an accurate reflection of the responses recorded by the computer, and the validity of scores has been historically verified. You may confirm with the ICVA that the score reported to you by your licensing board is the identical score as reported to the ICVA. There are no re-scores or appeals of NAVLE scores once the score reports are released.

NAVLE candidates are not permitted to review their examinations.

## School Score Reports by Candidate Consent

The NAVLE application includes a consent statement, authorizing the ICVA to report individual NAVLE scores, identified by name, to the candidate's veterinary school. This consent is only for candidates who are senior students at [AVMA-accredited veterinary schools](#). Scores for candidates who grant consent will be reported to the Associate Dean of Academic Affairs at the candidate's veterinary school (or his/her designee) shortly after the release of scores to the licensing boards. In addition, the school will receive a copy of the candidate's diagnostic score report. A candidate's score and diagnostic score report will not be made part of such candidate's academic record. Schools will be required to keep the score reports confidential, and to use the information only for internal purposes at the veterinary school. Candidates are under no obligation to agree to the consent statement, and scores for candidates who do not grant consent will not be reported to their veterinary school. A candidate's decision whether to release his or her score will not affect the candidate's student status at the veterinary school. Consents for Canadian candidates will be collected by the Canadian National Examining Board as part of the NEB NAVLE application. Candidates may change their consent status by submitting a written request to the ICVA by fax or e-mail at any time up to the opening of the testing window.

## Research

ICVA may, from time to time, use anonymized examination scores (coded with a research ID and unidentified as to candidates) to conduct research. This could include, but is not limited to, looking at performance metrics of the exam (i.e., how does timing impact performance), assessing performance based on candidate characteristics, comparing scores to other performance parameters (i.e. VEA results, practice type, practice performance), etc. NAVLE scores may be used by the ICVA for statistical purposes and may be released to third parties provided all candidate identification has been deleted prior to release.

## Grievances

If you believe that the administration of the examination or the examination conditions adversely affected your performance, for consideration, you must send a signed, written request to the ICVA for an investigation. Such



requests must be received by the ICVA within 10 days following your test date. Indicate the date and location of the administration and describe the event in as much detail as possible. In addition to notifying the ICVA, you need to file a complaint with Prometric staff. Each grievance filed with the ICVA will be evaluated. If your grievance cannot be substantiated through analysis, or if it is determined that your performance was not adversely affected, the score as reported will stand. However, if your complaint can be supported, appropriate corrective action will be taken.

## NAVLE Score Transfers

Your initial NAVLE score will be reported to the licensing board through which you received NAVLE approval and to the American Association of Veterinary State Boards (AAVSB). These initial score reports are included in your examination fee. All subsequent requests for NAVLE score reports must be directed to the AAVSB. The ICVA does not process score transfers. Through an agreement with the ICVA, the AAVSB maintains all national veterinary licensure examination results in a secure file at its national headquarters.

To transfer your scores to additional licensing jurisdictions, you must make your request through the [AAVSB's website](#). The AAVSB website will provide the current fees for score transfer services. Your scores cannot be transferred until after they have been reported to the initial licensing board.



## EXAMINATION DEVELOPMENT

Test questions for the NAVLE are written by veterinarians representing all aspects of the profession, including academicians and private practitioners, many of whom are members of specialty boards recognized by the American Board of Veterinary Specialties. With the assistance of staff from the NBME®, each newly written test question is reviewed by a test development committee. Questions that seem problematic are revised or discarded. All accepted questions are then reviewed and validated by at least three experts in the field of veterinary medicine for accuracy, content relevance, importance, and difficulty. The NAVLE is prepared in a manner to meet the testing standards of the American Psychological Association.

### Examination Content

The NAVLE is constructed according to the following examination blueprint, which was derived from the [2017 job analysis](#) conducted by the ICVA in 2017 and approved in 2018. There are two dimensions to the blueprint: competencies and animal species.

[Competencies](#) are tasks that veterinarians perform in practice, and are grouped into four main categories. Weights are assigned to each category and subcategory based on its relative importance in practice.

[Animal species](#) is the other dimension of the NAVLE blueprint. Weights are assigned based on the relative importance of the various animal species categories to the overall practice of veterinary medicine in North America.

The numbers listed below represent targets for the number of items for each category out of the 300 scored items on each form of the NAVLE.

For additional information on the blueprint and the NAVLE job analysis, see the ICVA’s website.

Species	Target Blueprint
Canine.....	25.6%
Feline.....	24.3%
Equine.....	14.7%
Bovine.....	13.3%
Porcine.....	5%
Other Small Mammals.....	3.3%
Ovine/Caprine.....	3.3%
Pet Bird.....	2.3%
Poultry.....	2%
Non Species Specific.....	2%
Camelid/Cervidae.....	1.7%
Reptiles.....	1.5%
Aquatics.....	1%



## NAVLE Specifications Based on Competencies

Competency Domain	Target Blueprint
<b>Clinical Practice</b>	<b>70%</b>
Data Gathering and Interpretation	35%
Health Maintenance and Prevention	35%
<b>Communication</b>	<b>8%</b>
Communication with Clients	5%
Communication with Veterinary and other Professionals	3%
<b>Professionalism, Practice Management, and Wellness</b>	<b>7%</b>
Professional Development and Life-Long Learning	3%
Veterinary Practice Management	4%
<b>Preventive Medicine and Animal Welfare</b>	<b>15%</b>
Environmental Health and Safety	5%
Veterinary Public Health	4%
Animal Welfare Issues and Concerns	6%

\*For the 2023-2024 testing cycle, NAVLE candidates applying through these jurisdictions will submit their state NAVLE applications to, and will be approved by, the [ICVA](#).

\*\*For the 2023-2024 testing cycle, NAVLE candidates applying through Illinois will submit their state NAVLE application to, and be approved by, [Continental Testing Services](#).

## UNITED STATES

### **\*Alabama State Board of Veterinary**

Medical Examiners  
8100 Seaton Place, Suite A  
Montgomery, AL 36104  
334.395.5112  
[www.ASBVME.alabama.gov](http://www.ASBVME.alabama.gov)

### **Alaska Board of Veterinary Examiners**

PO Box 110806  
Juneau, AK 99811-0806  
907.465.1037  
<https://www.commerce.alaska.gov>

### **\*Arizona State Veterinary Medical Examining Board**

1740 W, Adams Street, Suite 4600  
Phoenix, AZ 85007  
602.364.1738  
<https://vetboard.az.gov/>

### **Arkansas Veterinary Medical Examining Board**

PO Box 8505  
Little Rock, AR 72215  
501.224.2836  
<https://arvetboard.statesolutions.us/>

### **\*California Veterinary Medical Board**

1747 N Market Blvd, Suite 230  
Sacramento, CA 95834  
916.515.5220  
[www.vmb.ca.gov](http://www.vmb.ca.gov)

### **\*Colorado State Board of Veterinary Medicine**

1560 Broadway, Suite 1350  
Denver, CO 80202  
303.894.7887  
[dpo.colorado.gov/veterinary](http://dpo.colorado.gov/veterinary)

### **\*Connecticut State Board of Veterinary Medicine**

410 Capitol Avenue, MS #12APP  
PO Box 340308  
Hartford, CT 06134-0308  
860.509.7590 #3  
[www.ct.gov/dph](http://www.ct.gov/dph)

### **Delaware Board of Veterinary Medicine**

Cannon Building, Suite 203  
861 Silver Lake Boulevard  
Dover, DE 19904  
302.744.4500  
[www.dpr.delaware.gov](http://www.dpr.delaware.gov)

### **\*District of Columbia Board of Veterinary Examiners**

899 North Capitol Street NE, 2nd Floor  
Washington, DC 20002  
202.535.2323  
<http://doh.dc.gov/service/veterinarians-licensing>

### **\*Florida Board of Veterinary Medicine**

2601 Blair Stone Road  
Tallahassee, FL 32399  
850.487.1395  
[www.myfloridalicense.com](http://www.myfloridalicense.com)

### **\*Georgia State Board of Veterinary Medicine**

237 Coliseum Drive  
Macon, GA 31217  
404.424.9966  
[www.sos.ga.gov](http://www.sos.ga.gov)

### **\*Hawaii Board of Veterinary Examiners**

PO Box 3469  
Honolulu, HI 96801  
808.586.2697  
<http://www.hawaii.gov/>

### **\*Idaho Board of Veterinary Medicine**

11351 West Chinden Blvd., Building 6  
Boise, ID 83714  
208.488.7530  
<https://bovm.idaho.gov/>



**\*\*Illinois Veterinary Licensing and Disciplinary Board**

320 West Washington  
Springfield, IL 62786  
800.560.6420

<http://www.idfpr.com/profs/vet.asp>

**\*Indiana Board of Veterinary Medical Examiners**

402 West Washington Street, Room W072  
Indianapolis, IN 46204  
317.234.2054

[www.pla.in.gov](http://www.pla.in.gov)

**\*Iowa Board of Veterinary Medicine**

Wallace State Office Building  
502 E. 9th Street  
Des Moines, IA 50319  
515.281.8617

<https://iowaagriculture.gov/>

**Kansas Board of Veterinary Examiners**

PO Box 379  
1003 Lincoln Ave  
Wamego, KS 66547-0379  
785.456.8781

[www.kbve.kansas.gov](http://www.kbve.kansas.gov)

**Kentucky Board of Veterinary Examiners**

PO Box 1360  
Frankfort, KY 40602-1360  
502.782.0273

[bve.ky.gov](http://bve.ky.gov)

**Louisiana Board of Veterinary Medicine**

5825 Florida Blvd.  
Baton Rouge, LA 70806  
225.925.6620

[www.lsbvm.org](http://www.lsbvm.org)

**\*Maine State Board of Veterinary Medicine**

35 State House Station  
Augusta, ME 04333  
207.627.8620

[www.maine.gov/pfr](http://www.maine.gov/pfr)

**\*Maryland State Board of Veterinary Medical Examiners**

50 Harry S. Truman Parkway  
Annapolis, MD 21401  
410.841.5862

[www.mda.maryland.gov/](http://www.mda.maryland.gov/)

**Massachusetts Board of Veterinary Medicine**

1000 Washington Street, Suite 710  
Boston, MA 02118-6100  
617.727.5899

[www.mass.gov/dpl/vt](http://www.mass.gov/dpl/vt)

**\*Michigan State Board of Veterinary Medicine**

PO Box 30670  
Lansing, MI 48909  
517.335.0918

[www.michigan.gov/](http://www.michigan.gov/)

**\*Minnesota Board of Veterinary Medicine**

2829 University Avenue SE #401  
Minneapolis, MN 55414-4202  
651.201.2844

[www.mn.gov/boards/veterinary-medicine](http://www.mn.gov/boards/veterinary-medicine)

**Mississippi Board of Veterinary Medicine**

1089 D Stark Road  
Starkville, MS 39759  
662.324.9380

[www.mississippivetboard.org](http://www.mississippivetboard.org)

**Missouri Veterinary Medical Board**

PO Box 633  
Jefferson City, MO 65102  
573.751.0031

[www.pr.mo.gov/veterinarian.asp](http://www.pr.mo.gov/veterinarian.asp)

**\*Montana Board of Veterinary Medicine**

PO Box 200513  
301 South Park Avenue, 4th Floor  
Helena, MT 59620  
406.841.2394

[www.vet.mt.gov](http://www.vet.mt.gov)

**\*Nebraska Board of Examiners in Veterinary Medicine & Surgery**

301 Centennial Mall South  
PO Box 94986  
Lincoln, NE 68509-4986  
402.471.2118

<http://dhhs.ne.gov/Pages/default.aspx>

**\*Nevada State Board of Veterinary Medical Examiners**

4600 Kietzke Lane, Bldg. O, #265  
Reno, NV 89502  
775.688.1788

[www.nvvetboard.us](http://www.nvvetboard.us)



**\*New Hampshire Board of Veterinary Medicine**  
PO Box 2042  
Concord, NH 03302-2042  
603.271.3706  
[www.nh.gov/veterinary](http://www.nh.gov/veterinary)

**\*New Jersey State Board of Veterinary Medical Examiners**  
PO Box 45020  
Newark, NJ 07101  
973.504.6500  
<http://www.njconsumeraffairs.gov/vet>

**New Mexico Board of Veterinary Medicine**  
7301 Jefferson Street NE - Suite H  
Albuquerque, NM 87109  
505.553.7022  
[www.nmbvm.org](http://www.nmbvm.org)

**\*New York State Board of Veterinary Medical Examiners**  
NYSED-Office of Professions  
89 Washington Ave  
State Education Building, 2nd Fl, West Wing  
Albany, NY 12234-1000  
518.474.3817 ext. 210  
[www.NYSED.gov](http://www.NYSED.gov)

**\*North Carolina Veterinary Board**  
1611 Jones Franklin Road - Suite 106  
Raleigh, NC 27606  
919.854.5601  
[www.ncvmb.org](http://www.ncvmb.org)

**\*North Dakota Board of Veterinary Medical Examiners**  
PO Box 328  
Lisbon, ND 58054  
701.683.4705  
[www.ndbvme.org](http://www.ndbvme.org)

**\*Ohio Veterinary Medical Examining Board**  
77 South High Street - 16th Floor  
Columbus, OH 43215-6108  
614.644.5281  
[www.ovmlb.ohio.gov](http://www.ovmlb.ohio.gov)

**\*Oklahoma State Board of Veterinary Medical Examiners**  
2920 N Lincoln Blvd, Suite C  
Oklahoma City, OK 73105  
405.522.8838  
[www.okvetboard.com](http://www.okvetboard.com)

**\*Oregon Veterinary Medical Examining Board**  
800 N.E. Oregon Street, Suite 407  
Portland, OR 97232  
971.673.0224  
[www.oregon.gov/ovmeb](http://www.oregon.gov/ovmeb)

**\*Pennsylvania State Board of Veterinary Medicine**  
Box 2649  
Harrisburg, PA 17105-2649  
717.783.7134  
[www.dos.pa.gov](http://www.dos.pa.gov)

**Puerto Rico Board of Veterinary Medical Examiners**  
PO Box 10200  
San Juan, PR 00908-0200  
787.765.2929 x 6605  
[www.salud.gov.pr](http://www.salud.gov.pr)

**\*Rhode Island Board of Examiners in Veterinary Medicine**  
3 Capitol Hill, Room 205  
Providence, RI 02908  
401.222.2837  
<http://health.ri.gov/>

**\*South Carolina Board of Veterinary Medical Examiners**  
PO Box 11329  
110 Centerview Drive  
Columbia, SC 29211-1329  
803.896.4598  
[www.llr.sc.gov/vet/](http://www.llr.sc.gov/vet/)

**\*South Dakota Board of Veterinary Medical Examiners**  
411 South Fort Street  
Pierre, SD 57501  
605.773.3321  
<http://vetboard.sd.gov/>

**\*Tennessee Health Related Boards**  
665 Mainstream Drive  
Nashville, TN 37243  
615.532.5090  
[www.tn.gov/health](http://www.tn.gov/health)

**\*Texas Board of Veterinary Medical Examiners**  
1801 Congress Ave, Suite 8.800  
Austin, TX 78747  
512.305.7555  
[www.tbvme.state.tx.us/](http://www.tbvme.state.tx.us/)





**\*Utah Veterinary Board**  
**Division of Occupational & Professional Licensing**  
PO Box 146741  
Salt Lake City, UT 84114-6741  
801.530.6628  
<http://www.dopl.utah.gov/vet>

**\*Vermont Board of Veterinary Medicine**  
**Office of Professional Regulation**  
89 Main Street, 3rd Floor  
Montpelier, VT 05620-3402  
802.828.2373  
<https://governor.vermont.gov>

**Virgin Islands Board of Veterinary Medicine**  
Department of Health  
1303 Hospital Grounds, Suite 10  
St. Thomas, VI 00802  
340.774.7477 ex. 5074  
<http://www.vifresh.com>

**\*Virginia Board of Veterinary Medicine**  
**Perimeter Center/**  
9960 Mayland Dr., Suite 300  
Henrico, VA 23230  
804.597.4133  
[www.dhp.virginia.gov](http://www.dhp.virginia.gov)

**Washington Veterinary Board of Governors**  
111 Israel Road SE  
Tumwater, WA 98503  
360.236.4947  
[www.doh.wa.gov/](http://www.doh.wa.gov/)

**West Virginia Veterinary Board**  
5509 Big Tyler Road, Suite 3  
Cross Lanes, WV 25313  
304.776.8032  
[www.wvbvm.org](http://www.wvbvm.org)

**\*Wisconsin Veterinary Examining Board**  
2811 Agriculture Drive  
Madison, WI 53718  
608.224.4353  
<https://datcp.wi.gov>

**Wyoming Board of Veterinary Medicine**  
Emerson Building, Room 105  
2001 Capitol Ave.  
Cheyenne, WY 82002  
307.777.5403  
<http://vetboard.wyo.gov>



## CANADA

### **Canadian National Examining Board (NEB)**

339 rue Booth Street  
Ottawa, ON K1R 7K1  
800-567-2862

[Website](#)

All Canadian NAVLE candidates apply through the NEB office.

### **Alberta Veterinary Medical Association**

Building #3, Elm Business Park  
Suite 104, 9452 - 51 Avenue NW  
Edmonton, AB T6E 5A6  
780.489.5007

[www.abvma.ca](http://www.abvma.ca)

### **College of Veterinarians of British Columbia**

Airport Executive Park  
Building 7, Suite 210, 10991 Shellbridge Way  
Richmond, BC V6X 3C6  
604.929.7090

<https://www.cvbc.ca/>

### **Manitoba Veterinary Medical Association**

1590 Inkster Blvd.  
Winnipeg, MB R2X 2W4  
204.832.1276

[www.mvma.ca](http://www.mvma.ca)

### **New Brunswick Veterinary Medical Association**

PO Box 24063  
Saint John, NB E2M 5R8  
506.693.9994

<http://nbvma-amvnb.ca/>

### **Newfoundland and Labrador College of Veterinarians**

PO Box 21029  
St. John's, NL A1A 5B2  
709.986.1859

<https://www.exec-abc.gov.nl.ca/public/>

### **Northwest Territories Health & Social Services**

8th Floor, Centre Square Tower  
Box 1320, Yellowknife, NWT X1A 2L9  
867.920.8058

[www.hss.gov.nt.ca/](http://www.hss.gov.nt.ca/)

### **Nova Scotia Veterinary Medical Association**

15 Cobequid Road  
Lower Sackville, NS B4C 2M9  
902.865.1876

[www.nsvma.ca](http://www.nsvma.ca)

### **Nunavut Department of Health and Social Services**

5015 49th Street (7th Floor)  
PO Box 1320  
Yellowknife, NT X1A 2L9  
867.767-9067

<https://www.hss.gov.nt.ca/>

### **College of Veterinarians of Ontario**

2106 Gordon Street  
Guelph, ON N1L 1G6  
519.824.5600 or 800.424.2856

[www.cvo.org](http://www.cvo.org)

### **Prince Edward Island Veterinary Medical Association**

Box 21097  
465 University Ave.  
Charlottetown, PE C1A 9H6  
902.367.3757

[www.peivma.com](http://www.peivma.com)

### **L'Ordre des médecins vétérinaires du Québec**

800 avenue Sainte-Anne, bureau 200  
St-Hyacinthe, QC J2S 5G7  
450.774.1427

[www.omvq.qc.ca](http://www.omvq.qc.ca)

### **Saskatchewan Veterinary Medical Association**

202 - 224 Pacific Ave.  
Saskatoon, SK S7K 1N9  
306.955.7862

[www.svma.sk.ca](http://www.svma.sk.ca)

## For U.S./U.S. Territorial Licensure

It is your responsibility to make sure both the licensing board office you are seeking approval through (or their designated NAVLE processor) and the ICVA have all the required paperwork and fees by their respective application receipt deadlines for you to be registered and approved for the NAVLE.

### **NAVLE Application:** Apply for the NAVLE.

- Complete the ICVA NAVLE application and pay the corresponding fee by the application receipt deadline of August 1 for the November-December testing window and February 1 for the April testing window. During the application periods, you can [apply on-line](#), and it needs to be received by the deadline.
- Enter your name on the NAVLE application exactly as it appears on the non-expired, government - issued, signed photo identification you plan on presenting at the testing center on the day of your examination. Name changes or corrections cannot be made within seven business days of your scheduled testing date. If the first and last names on your identification and Scheduling and Admission Permit do not match exactly, you will not be allowed to take the NAVLE.
- The NAVLE fee is \$740. There is an additional fee of \$355 for international testing at sites outside of the U.S., U.S. territories, and Canada. For applications submitted on-line, fees can be paid with MasterCard or Visa.

### **STATE NAVLE Application:** Apply through one licensing board for approval to take the NAVLE.

- All NAVLE candidates must apply for NAVLE approval through one state or territorial licensing board, and each jurisdiction sets its own eligibility requirements for the examination. You are responsible for obtaining the necessary NAVLE application materials from the jurisdiction in which you plan to seek licensure. Because the requirements, deadlines, and application fees vary among jurisdictions, contact your chosen board (or its designated NAVLE processor) well in advance of the application deadline. Contact information can be found under the Veterinary Licensing Boards section on pages 30-33 of this bulletin.
- Request a NAVLE application packet from the licensing board office where you want a license to practice veterinary medicine (or from its designated NAVLE processor). Return all required paperwork and fees to the licensing board office (or its processor) by their deadline, so the board can approve you to take the NAVLE. If you are applying through Alabama, Arizona, California, Colorado, Connecticut, District of Columbia, Florida, Georgia, Hawaii, Idaho, Indiana, Iowa, Maine, Maryland, Michigan, Minnesota, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New York, North Carolina, North Dakota, Oklahoma, Ohio, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Texas, Utah, Vermont, Virginia, or Wisconsin contact the ICVA office. The ICVA is handling the state application on behalf of the aforementioned states.
- If you are a candidate with a documented disability wanting to test with accommodations, contact the ICVA early to obtain information on the requirements and submit your documentation to the ICVA. Do this before submitting the ICVA NAVLE application.
- If you are approved by a licensing board to take the NAVLE, a Scheduling and Admission Permit will be available on-line no later than September 25 for the November-December testing window and February 27 for the April testing window. If you have not received an e-mail from the ICVA with the on-line link by the permit availability dates, contact the ICVA office. Make your testing appointment as soon as you access your Scheduling and Admission Permit in order to get the date and testing center you prefer. You can find [available testing center locations](#).



- When scheduling your testing appointment, Prometric will provide you with a Prometric Confirmation Number. You are strongly encouraged to print your Scheduling and Admission Permit at least several days in advance of your testing appointment to avoid problems accessing or printing your permit on your scheduled test date.
- Contact [Prometric](#) (not the ICVA) to confirm your testing appointment one week prior to your testing date, using the Prometric Confirmation Number provided to you by Prometric at the time you scheduled. ICVA does not have access to confirmation numbers.
- Arrive at the test center 30 minutes prior to your appointment with your non-expired, government-issued, signed photo ID and your Scheduling and Admission Permit. Permits cannot be printed at or faxed to the Prometric testing center.
- Scores will be reported to the board through which you were approved approximately four weeks after the close of the testing window. Your NAVLE score will be made directly available to you via a secure on-line portal at that same time. If you want to have your scores transferred to another licensing board, contact [AAVSB](#) at 877.698.8482.



PO Box 1356  
Bismarck ND 58502  
Website: [www.icva.net](http://www.icva.net)

The International Council for Veterinary Assessment (ICVA), formerly the National Board of Veterinary Medical Examiners (NBVME), is an independent not-for-profit 501(c)(3) mission-driven organization.