The American College of Veterinary Behaviorists (the “Corporation”) requires any person to be certified and credentialed in veterinary behavioral medicine before they can become a Diplomate, as defined in Section 3.2 of the Corporation’s Amended and Restated Bylaws (“Bylaws”). Once a person becomes a Diplomate, they may use the terms Board-certified Veterinary Behaviorist, Veterinary Behavior Specialist, or Veterinary Behaviorist to describe their credentials. This Certification Policy (“Policy”) sets forth the Corporation’s required certification process. Capitalized terms used but not defined in this Policy shall have the meaning given to them in the Bylaws.

1. Requirements for Admission to Examination for Certification

   a) A candidate must (a) be a graduate of a school or college accredited or approved by the American Veterinary Medical Association (“AVMA”), (b) have in their possession a certificate of accreditation in veterinary medicine from the Educational Commission for Foreign Veterinary Graduates (“ECFVG”) of the AVMA, or (c) be legally qualified to practice veterinary medicine in some state, province, territory, or possession of the United States, Canada, or other country.

   b) A candidate must meet the examination requirements established by the ACVB.

   c) Individuals applying to take the examination shall obtain, by written request to the Executive Director, a copy of the official application form and the prerequisites for taking the specialty examination.

   d) A candidate cannot submit credentials for certification earlier than October of the second year of a 2-year residency or October of the third year of a 3-year residency. The Credentials Committee shall review the suitability of the candidate's credentials.

   e) Completed application forms, supporting documents, and application fee shall be submitted to the Executive Director on or before the published deadline in the year in which the applicant intends to sit the examination.

   f) Candidates approved by the Corporation’s Credentials Committee to take the examination shall be notified and apprised of the date, time, place, and format of the examination at least 120 calendar days before the date of the examination.

2. Certification Examination

   a) The certification examination will be offered once annually.
b) The certificate examination will be given over one or two consecutive days. It will be a written examination which may include multiple choice, short and long answers. The questions on the examination will reflect the knowledge expected of the candidate based on the current role delineation document, or job task analysis.

c) A minimum score as defined by the Examination Committee and approved by the Board of Regents must be achieved on the examination in order to pass.

d) All candidates will receive written notification of their performance on the examination within 45 calendar days of the examination. The Corporation shall send such notices to all candidates on the same day. Notice may be sent by electronic mail or similar technology.

e) The candidate must pass the examination for certification to become a Diplomate. If the candidate fails the examination, they may apply to retake the examination and must pay the appropriate fee.

f) Individuals must finish their Residency training program in no less than 2 years and no more than 5 years from the time of registration.

g) Individuals must complete the entire certification process beginning with registration, through training and credentialing, and pass the examination in no less than 2 years and no more than 8 years.

3. **Recertification**

In order to maintain a currently certified status, Diplomates who were board certified from 2016 onwards must meet recertification requirements as established by the Board of Regents.

Link to recertification documents: [https://www.dacvb.org/page/MOC](https://www.dacvb.org/page/MOC)