

INSTRUCTIONS TO APPLICANT
Including Qualifications for & Information on the Licensure Examination

Please read qualifications and Exam information carefully; there are no exceptions to the supporting information required to be submitted.

Any person wishing to obtain the right to practice as a dispensing optician in North Carolina shall make application to the NC State Board of Opticians, successfully complete the Licensure Examination, and complete a six-month internship in a Board-registered training establishment before being issued a license. The Board shall admit to the Licensure Examination any candidate who submits evidence satisfactory to the Board, verified on oath, that the applicant is qualified as prescribed in G.S. 90-237, 90-240, or 90-241.

General Qualification Provisions

- Applicants must be at least 18 years of age.
- Applicants must be of good moral character, with no violations of G.S. 90, Article 17 or NCAC Title 21, Chapter 40.
- Applicants must be high school graduates or an equivalent; **proof of high school graduation (diploma copy or transcript) must be submitted.**
- Applicants must have satisfactorily completed a two-year Associate's degree in opticianry from a recognized school with a minimum of 1600 hours coursework; OR have had practical training and experience, and completion of an educational curriculum, equivalent to the Board's apprenticeship training program for not less than 3 ½ years.
 - A school of opticianry shall be considered "recognized" by the NC State Board of Opticians if it is accredited by the Commission on Accreditation and confers an Associate's in Applied Science – Ophthalmic Optics degree. **An official transcript of grades must be submitted.**
 - Provision towards the apprenticeship period shall be considered for any time spent in a recognized school. **An official transcript for the National Academy of Opticianry's (NAO) Career Progression Certificate Program (or equivalent coursework from an accredited school) must be submitted.**
 - Applicants through apprenticeship shall have received their training working full-time under the supervision of a licensed optician, optometrist or ophthalmologist, with documented instruction in lens surfacing/ finishing, edge grinding, ophthalmic lenses, mounting, prescription interpretation and general opticianry knowledge.
 - Full-time employment is defined as a *minimum* of 35 hours per week. Work time less than 35 hours weekly, or work as an optical salesman or consultant, shall not apply toward practical training and experience declared as qualification for admission to the Licensure Examination by apprenticeship.

Miscellaneous Application Information

- Applicants from states that do not license opticians (qualifying for the Exam pursuant to G.S. 90-241(b)) must have worked full-time in opticianry for four (4) years *immediately preceding their Exam application* performing tasks and taking a curriculum equivalent to the NC apprenticeship. (See definitions of full-time employment, and work experience allowed above.)
- If an applicant has been self-employed in the optical industry during any period listed on the *Optical Experience* form, additional documentation is required:
 - Attach two (2) notarized letters from wholesale suppliers (on their business letterhead), verifying the existence of the business and ownership by the applicant and documenting the supplier's participation in the business in the other state (including dates of that supplier's business arrangements with applicant).
- An un-mounted recognizable photograph (for identification purposes), with the face not less than three-quarters of an inch wide, must be attached securely to the space indicated on the *Moral Character Data* page of the Application.

Internship Requirement

A North Carolina dispensing optician's license will not be issued until an internship is completed.

- An internship must be served working full-time in a Board-registered training establishment, under the supervision of a licensed optician, optometrist or ophthalmologist with documented instruction in dispensing, including measurements of the face; fitting/ adjusting glasses & frames to the face; practical anatomy of the eye; and theory of light.
 - Full-time employment is defined as a *minimum* of 35 hours per week. Work time less than 35 hours weekly, or work as an optical salesman or consultant, shall not apply toward practical training and experience in an internship.

Examination Information

The Licensure Examination is comprised of nine components: *Lens Surfacing/Finishing; Prescription (Rx) Interpretation**; *Anatomy of the Eye, Theory of Light, Ophthalmic Lenses**; *Measurements of the Face, Contact Lenses (written)**; *Eyeglasses (practical)*, and *Contact Lenses (practical)*. A passing grade of 70 is required for each component.

- Applicants who have taken and successfully passed the American Board of Opticianry (ABO) Certification Examination during the three (3) years immediately preceding taking the NC State Board of Opticians Licensure Examination will not be required to take the *Rx Interpretation* and *Ophthalmic Lenses* components.
- Applicants who have taken and successfully passed the National Contact Lens Examiners (NCLE) Certification Examination during the three (3) years immediately preceding taking the NC State Board of Opticians Licensure Examination will not be required to take the *Contact Lens (written)* component.

Proof of ABO and/or NCLE certifications must be submitted.

Application Submission

Applications and the non-refundable Examination fee of \$200 (payable to the NC State Board of Opticians, by certified check or money order) must be received in the Board office a minimum of sixty (60) days in advance of the Examination; applications are not considered "received" until the Application, all supporting documentation, and the Exam fee, is received in the Board office.

Mailing Addresses

Regular Postal Delivery: NC State Board of Opticians
PO Box 6758
Raleigh, NC 27628-6758

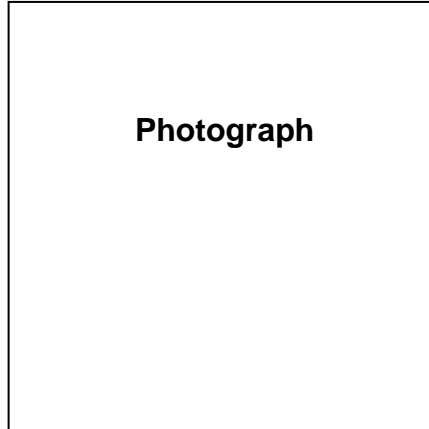
Expedited/Carrier Delivery: NC State Board of Opticians
2009 Fairview Rd. #6758
Raleigh, NC 27628

MORAL CHARACTER DATA

If you answer "Yes" to any of the questions below, you must provide a certified copy of the court records or a certified copy of applicable license or disciplinary records with a statement of explanation with this application.

Have you been charged, arrested, convicted, found guilty of, or pleaded <i>nolo contendere</i> to any criminal offense (excluding non-criminal traffic infractions)?	Y	N
Have you had an application for certificate or license denied or certificate or license suspended, cancelled, or revoked by any state or federal agency or governing or licensing board?	Y	N
Have you been investigated, charged, or disciplined; or are you currently under investigation by a governing or licensing board or by a state or federal agency?	Y	N
Have you been party to any civil suit, bankruptcy action, administrative proceeding, or binding arbitration; the basis of which is grounded upon an allegation of negligence, dishonesty, fraud, misrepresentation, or incompetence?	Y	N

A recent recognizable photograph of the applicant's face not less than three quarters of an inch wide must be attached.



AFFIDAVIT OF APPLICANT

I have read General Statutes Chapter 90, Article 17 and Title 21, North Carolina Administrative Code, Chapter 40 and do understand the law and rules of the Board applicable to all dispensing opticians, particularly those about registration, advertising and supervision, and, the Continuing Professional Education requirements. As far as I am able to determine, I meet all of the requirements to apply for a North Carolina license. I understand the contents of applications including all attachments and disciplinary actions or consent orders regarding me are subject to the NC Public Records Act. I understand that I am waiving any claim of confidentiality or privacy regarding disclosure of such public records. I authorize the Board to make such investigative inquiries it deems necessary and release from liability all parties responding to such inquiries. I affirm under the penalties of perjury that the information, statements, and any attachments made in conjunction with this application are true, correct, and complete.

Applicant Signature

Date

North Carolina



State Board of Opticians

Sue M. Kornegay
Director

P.O. Box 6758
Raleigh, NC 27628-6758

Phone: (919) 733-9321
Fax: (919) 733-0040

EXPERIENCE DOCUMENTATION FORM

This is to certify that _____ has been employed by our company (must have finishing lab on premises), working full-time under the direct supervision of a licensed person:

(Business Name)

(Licensee's Name)

(Street Address)

(Licensee # & Qualif.)

(City)

(State)

(Zip)

() _____
(Telephone)

Dates: from _____ to _____
(month/day/year) (month/day/year)

Give and outline of his/her optical training, knowledge and experience obtained while working under your supervision. (lab work, etc.)

Signature

Printed Name

Authorized HR Representative

North Carolina



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Give and outline of his/her optical training, knowledge and experience obtained while working under your supervision. (lab work, etc.)

Signature

Printed Name

Authorized HR Representative



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Sue M. Kornegay
Director

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Raleigh, NC 27628-6758

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CHARACTER REFERENCE

This is to certify that I understand that _____
is making an application with the North Carolina State Board of Opticians, leading to
licensure; that I have been personally acquainted with him/her for approximately _____ years;
and that I know him/her to be a person of good moral character.

Additional comments, if any: _____

Date: _____

Typed or printed name

Signature

Address

City

State

Zip



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and that I know him/her to be a person of good moral character.

Additional comments, if any: _____

Date: _____

Typed or printed name

Signature

Address

City

State

Zip

§ 90-241. Waiver of written examination requirements.

(a) The Board shall grant a license without examination to any applicant who:

- (1) Is at least 18 years of age.
- (2) Is of good moral character.
- (3) Holds a license in good standing as a dispensing optician in another state.
- (4) Has engaged in the practice of opticianry in the other state for four years immediately preceding the application to the Board.
- (5) Has not violated this Article or the rules of the Board.

(b) The Board shall grant admission to the next examination and grant license upon attainment of a passing score on the examination to a person who has worked, in a state that does not license opticians, in opticianry for four years immediately preceding the application to the Board performing tasks and taking the curriculum equivalent to the North Carolina apprenticeship, and who meets the requirements of G.S. 90-237(1) through (3).

(c) Any person desiring to secure a license under this section shall make application therefor in the manner and form prescribed by the rules of the Board and shall pay the fee prescribed in G.S. 90-246.

(d) Repealed by Session Laws 1997-424, s. 2. (1951, c. 1089, s. 8; 1977, c. 755, s. 4; 1979, c. 166, ss. 2, 3; 1981, c. 600, s. 9; 1997-424, s. 2.)

21 NCAC 40 .0319 APPLICANTS FROM OTHER STATES

(a) An applicant seeking licensure in North Carolina under G.S. 90-241(a) shall tender an application to the Board accompanied by affidavits from two persons with whom the applicant worked as an optician for the previous four years. In addition, the applicant shall furnish affidavits from two licensed refractionists, either ophthalmologists or optometrists, that the applicant has practiced the profession of opticianry for four years in another state immediately prior to the application.

(b) An applicant seeking admission to an examination under G.S. 90-241(b) shall tender an application to the Board accompanied by affidavits from two persons under whom or with whom the applicant lawfully worked in the practice of opticianry in the other state, either in one or multiple places of business. The application and the affidavits shall describe the tasks performed by the applicant in the other state and the dates the tasks were performed.

(c) An application under G.S. 90-241(a) must be filed with the Board not more than 90 days following the termination of the applicant's out-of-state opticianry work for which the applicant claims credit.

History Note: Authority G.S. 90-237; 90-239; 90-241; 90-249(12);
 Eff. November 1, 1981;
 Amended Eff. August 1, 1998; December 1, 1994; July 1, 1991; February 1, 1989.