

Board of Psychological Examiners
Policy on Prorating Continuing Education Requirements

Administrative Rule 3.5(b)(1) requires all licensees to complete 60 hours of continuing education for each licensing cycle. The question arises: is a person who obtains a license part way through the cycle, who therefore has not had 24 months to meet the continuing education requirement obligated to complete all 60 hours?

Since continuing education is designed, in part, to assure current competence to practice, the Board concludes that the spirit of the rule requires that the 60 hour rule be prorated.

To assist those who are renewing for the first time with less than 2 full years of licensure: the Board adopts the following pro-rata computation of continuing education required rules.

Policy on Pro Rata Computation of Continuing Education

A person who at the time of renewal has been licensed in Vermont 0- 6 months will be not be required to complete any continuing education for renewal.

A person who at the time of renewal has been licensed in Vermont between 6 and 12 months will be required to complete 15 hours (of which 1.5 must be devoted to ethics) of continuing education for renewal.


A person who at the time of renewal has been licensed in Vermont between 12 and 18 months will be required to complete 30 hours (of which 3.0 must be devoted to ethics) of continuing education for renewal.

A person who at the time of renewal has been licensed in Vermont between 18 and 24 months will be required to complete 45 hours (of which 4.5 must be devoted to ethics) of continuing education for renewal.

Category I and II submissions are allowed in the ratio set by the Rules.

Licensure for part of any month will be considered one month of licensure. For example: psychologist A is licensed on January 25th. For purposes of computing continuing education requirements, she is considered to have practiced since January 1.

Adopted July 24, 2009


Steve Lewis, Psy.D., Chair