



TEXAS DEPARTMENT OF LICENSING & REGULATION

P.O. Box 12157 • Austin, Texas 78711-2157

www.tdlr.texas.gov

ATHLETIC TRAINER APPRENTICESHIP RECORD INSTRUCTIONS

TO BE COMPLETED BY THE SUPERVISING ATHLETIC TRAINER

Applicants who do not hold current NATA-BOC certification must submit proof of completion of an apprenticeship in athletic training meeting the following guidelines: The program shall be under the direct supervision of and on the same campus as a Texas licensed athletic trainer, or if out-of-state, the college or university's certified or state licensed trainer. The apprenticeship must be a minimum of 1800 clock hours. It must be based on the academic calendar and must be completed during at least five fall and/or spring semesters. Hours in the classroom do not count toward apprenticeship hours. 1500 clock hours of the apprenticeship shall be fulfilled while enrolled as a student at the college or university where the applicant is completing the apprenticeship. The hours must be completed in college or university intercollegiate sports programs, except that 300 clock hours of the 1800 clock hours may be completed at an alternate site. Use the form **Apprenticeship Record- Alternate Site** for instructions on documenting hours earned at an alternate site. If the applicant worked for more than one supervising athletic trainer, make a copy of this form and have each supervising athletic trainer sign the apprenticeship verification section.

1. APPLICANT NAME – Provide your legal name in the spaces provided. (Last, First, Middle Name, Suffix) Examples of a suffix include Jr., Sr., and II. (Mr. is not a suffix.)
2. COLLEGE OR UNIVERSITY NAME – Provide the name of the COLLEGE OR UNIVERSITY.
3. HOURS IN COLLEGE OR UNIVERSITY INTERCOLLEGIATE SPORTS – Provide hours in college or university intercollegiate sports programs by semester.
4. APPRENTICESHIP VERIFICATION – Provide the requested signature and information; job title, telephone number, mailing address, Texas license number and NATABOC certification number (if out of state).

SEND YOUR COMPLETED APPLICATION AND REQUIRED DOCUMENTS TO:

Texas Department of Licensing and Regulation
P.O. Box 12157
Austin, TX 78711-2157

Documents submitted with your application will not be returned. Keep a copy of your completed application, all attachments, and your check or money order. Do not send cash.

For additional information and questions, visit the [TDLR website](http://www.tdlr.texas.gov) or reach Customer Service via [webform](#). The webform will allow you to submit your request for assistance and include attachments needed. Customer Service Representatives are available Monday through Friday (excluding holidays) at (800) 803-9202 (in state only), (512) 463-6599, or Relay Texas-TDD: (800) 735-2989.

TDLR PUBLIC INFORMATION ACT POLICY:

This document is subject to the Texas Public Information Act. With certain exceptions, information in this document may be made available to the public. For more information, view the [TDLR Public Information Act Policy](#).



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1. Alternate Site Record for Applicant Name (please print):

_____ Last

_____ First

_____ Middle Name

2. College or University:

3. Report hours in college or university intercollegiate sports programs by semester begin and end dates not sport:

Semester Begin Date	Semester End Date	Sports Worked	Total Clock Hours

4. Apprenticeship Verification:

I hereby certify that the applicant named above worked under my direct supervision as a student athletic trainer. I certify that the apprenticeship meets the requirements noted above. I further certify that the applicant's apprenticeship was in clinical, game, or practice situations while working in college or university intercollegiate sports programs.

Signature of Supervising Athletic Site

Date

Printed Name, Job Title and License Number

(Area Code) Phone Number

Address

City, State, Zip

Texas License Number

NATABOC Certification Number, if out-of-state