

Board of Examiners in the Fitting **And Dispensing of Hearing Instruments**

P.O. Box 464, Paola, KS 66071

Phone: 913-594-4142 Fax: 913-594-4145

Au.D./Ph.D. Hearing Instrument Dispensing License Process

1. Send \$100 check or money order to the Board address. Pay online at www.kbhae.com. This is the application fee.
2. Include a summary of licensure track along with all contact information with the application fee. When the Board receives the application fee, an application will be mailed to the address provided.
3. OFFICIAL COPY of graduate transcripts must be sent directly to the Board from the University.
4. Submit completed application along with \$100 permanent license fee and any audiology or dispensing license verifications from other jurisdictions. Each jurisdiction to verify is \$15. If applicant is not or has not been licensed in any other jurisdictions then disregard the license verification process. Audiometer calibration will also need to be submitted.
5. Once all paperwork is reviewed and you are approved, the state practical and written examinations will be waived and permanent licensure will be granted. All applications received that are incomplete will be mailed back to the applicant.