

Application Checklist
New Hampshire Board of Licensed Dietitians **

Persons holding RD cards issued **on or before** December 31, 2000, and seeking their first license must submit:

- _____ Completed application form; (Please remember each line needs to be filled out or noted)
- _____ Passport-type photograph;
- _____ A letter of verification of their RD status sent from the CDR directly to the Board.

Requests for the letter may be emailed to: CDR@eatright.org - have the letter sent to:

New Hampshire Board of Licensed Dietitians
c/o Department of Health and Human Services
Office of Program Support
129 Pleasant St.
Concord, NH 03301-3857

- _____ A check or money order in the amount of \$150.00 made payable to: Treasurer, State of New Hampshire.

Persons holding RD cards issued **on or after** January 1, 2001, and seeking their first license must submit:

- _____ Completed application form; (Please remember each line needs to be filled out or noted)
- _____ Passport-type photograph;
- _____ A letter of verification of their RD status sent from the CDR directly to the Board (see above for email address and Board address);
- _____ A check or money order in the amount of \$150.00 made payable to: Treasurer, State of New Hampshire;
- _____ Transcript sent from school granting highest relevant degree directly to the Board; and
- _____ Have the supervisor of their internship of 900 hours of more or pre-professional practice program or coordinated program send a verification statement to this office.

Licensed Dietitians Seeking A License Renewal Must Submit: **

- _____ Completed application form;
- _____ A list of Board approved continuing education work totaling at least 20 hours within the last two years; and
- _____ A check in the amount of \$100.00 made payable to: Treasurer, State of New Hampshire.

**** As a courtesy to the board if you choose not to renew your license please let us know.**