

## Chapter RL 4

## EXAMINATION AND REFUND FEES

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**RL 4.01 Authorization.** The following rules are adopted by the department of regulation and licensing pursuant to s. 440.06, Stats.

History: Cr. Register, October, 1978, No. 274, eff. 11-1-78.

**RL 4.02 Definitions.** (1) "Department" means the department of regulation and licensing.

(2) "Board" means the board of nursing and any examining board attached to the department.

(3) "Applicant" means a person who applies for a license, permit, certificate or registration granted by the department or a board.

(4) "Examination" means the written and practical tests required of an applicant by the department or a board.

History: Cr. Register, October, 1978, No. 274, eff. 11-1-78.

**RL 4.03 Refunds.** (1) Applicants who are found to be unqualified for an examination administered by the department or by a board shall receive a full refund.

(2) An applicant who fails to take an examination administered by the department shall receive a refund of all but \$20 of the examination fee if:

(a) The applicant provides written notice at least 10 days in advance that the applicant is unable to take the examination or

(b) The applicant who fails to provide written notice submits a written explanation satisfactory to the board or department that the applicant's failure to take the examination resulted from extreme personal hardship.

(3) An applicant eligible for a refund may forfeit the refund and choose instead to take an examination administered within 18 months of the originally scheduled examination at no added charge.

(4) Applicants who pay the fees specified in s. 440.05 (2), (3), (6) and (8), Stats., will receive a full refund if the license, permit, certificate, registration is not granted or if the application is withdrawn.

(5) Applicants who pay fees to test providers other than the department are subject to the refund policy established by the test provider.

History: Cr. Register, October, 1978, No. 274, eff. 11-1-78; am. (2) (intro.), Register, May, 1986, No. 365, eff. 6-1-86; am. (1) and (2) (intro.), renum. (2) (c) and (3) to be (3) and (4), cr. (5), Register, September, 1987, No. 381, eff. 10-1-87.

**RL 4.04 Examination fees.** (1) The minimum examination fee for examinations administered by the department is \$40. The fee for a complete examination or examination parts for an original license, permit, certificate or registration is shown in column 3 of figure 4.04 (3). The total

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initial fee is the sum of the initial fees for the parts required, but no less than \$40. For examinations not listed in figure 4.04 (3), the fee is established by the test provider.

(2) The minimum reexamination fee for examinations administered by the department is \$20. The fee for retaking less than a complete examination or for retaking a one-part examination is shown in column 4 of figure 4.04 (3). For examinations not listed in figure 4.04 (3), the fee is established by the test provider.

(3) The fees for examinations and reexaminations administered by the department are as follows: (See figure 4.04 (3).)

FIGURE 4.04 (3)

Examination	Examination Part	Fee For Complete Examination	Fee For Reexamination	
ANIMAL TECHNICIAN	Complete Examination	100		
	Written	60	60	
	Practical	40	20	
BARBER INSTRUCTOR	Complete Examination	40		
	1 or 2 of the following: Demonstration Lesson Plan Written		20	
BARBER SHOP MANAGER	Complete Examination Theory	40	20	
MASTER BARBER	Complete Examination	40		
	Blow Dry		5	
	Curling Iron		5	
	Hair Cut		5	
	Hair Straightening		5	
	Permanent		5	
	Shampoo		5	
	Shaving Written		5	
CHIROPRACTIC	Complete Examination	40		
	1 or 2 of the following: Adjusting Techniques Physical Diagnosis Principles of Chiropractic Spinography and X-Ray Subluxation Visualization X-Ray Interpretation		20	
	COSMETOLOGY MANAGER	Complete Examination	40	
		Thermal Curl		5
		Hair Cutting		5
		Hair Tinting & Shampooing		5
		Manicuring		5
Permanent Waving Written			5	
COSMETOLOGY OPERATOR	Complete Examination	46.30		
	Thermal Curl		5	
	Hair Cutting		5	
	Hair Tinting & Shampooing		5	
	Manicuring		5	
	Permanent Waving		5	
	Written		6.30	

Examination	Examination Part	Fee For Complete Examination	Fee For Reexamination
COSMETOLOGY INSTRUCTOR	Complete Examination	40	
	1 or 2 of the following: Academic Lesson Plan Practical Lesson Plan Written		20
DENTAL HYGIENE	Complete Examination Laws & Rules	40	20
DENTISTRY	Complete Examination Laws & Rules	40	20
DESIGNER OF ENGINEERING SYSTEMS	Complete Examination 1 or 2 of the following: Electrical Fire Protection HVAC Mathematics Mechanical Science Plumbing	40	20
ELECTROLOGY	Complete Examination	40	
	Practical Theory		20 20
ENGINEER-IN- TRAINING	Complete Examination	90	
	Barrier Free Design	40	20
	Fundamentals of Engineering	30	30
	Principles & Practice of Engineering	20	20
ENGINEER- PROFESSIONAL	Complete Examination	90	
	Barrier Free Design	40	20
	Fundamentals of Engineering	30	30
	Principles & Practice of Engineering	20	20
FUNERAL DIRECTOR	Complete Examination	80	
	Funeral Service Arts	40	20
	Funeral Service Science	40	40
HEARING AID DEALER & FITTER	Complete Examination	40	
	1 of the following: Audiometric Ear Mold		20
	Written		
LAND SURVEYOR	Complete Examination	90	
	Fundamentals of Land Surveying	20	20
	National Principles & Practice of Land Surveying	30	30
	State Principles & Practice of Land Surveying	40	20
MANICURIST	Complete Examination	46.30	
	Written		20
	Practical		20
NURSING HOME ADMINISTRA- TION	Complete Examination	85	
	National Written	45	45
	State Laws & Rules	40	20

Examination	Examination Part	Fee For Complete Examination	Fee For Reexamination
OPTOMETRY	Complete Examination	40	
	1 to 4 of the following:		20
	Contact Lenses		
	Functional Vision		
	Law and Ethics		
	Pathology		
PHARMACY	Complete Examination	135	
	National Association of Boards of Pharmacy Licensing Examination (NABPLEX)	75	75
	Federal Drug Law	20	20
	State Jurisprudence	20	20
	State Pharmacy Laboratory	20	20
	State Practice of Pharmacy	40	20
	PHYSICAL THERAPY	Complete Examination	115
Written		75	75
Orals		40	20
PHYSICIAN	Complete Examination	405	
	Orals	40	20
	Federated Licensing Examination		
	(FLEX)-Complete	365	
	FLEX-Part 1	190	190
FLEX-Part 2	240	240	
PHYSICIAN'S ASSISTANT	Complete Examination	40	
	Orals		20
PODIATRY	Complete Examination	40	
	Orals		20
PRACTICAL NURSING	Complete Examination	40	
	National Council Licensing Examination (NCLEX)		25
PRIVATE DETECTIVES	Complete Examination	40	
	Written State Examination		20
PSYCHOLOGY	Complete Examination	130	
	Examination for Professional Practice of Psychology (EPPP)	90	90
	Ethics	40	20
REGISTERED NURSING	Complete Examination	40	
	National Council Licensing Examination (NCLEX)		25
VETERINARY MEDICINE	Complete Examination	215	
	Clinical Competency	75	75
	National Board	100	100
	Practical	40	20

History: Cr. Register, October, 1978, No. 274, eff. 11-1-78; r. and recr. Register, May, 1986, No. 365, eff. 6-1-86; am. Register, December, 1986, No. 372, eff. 1-1-87; am. Register, September, 1987, No. 381, eff. 10-1-87.