

**Florida Veterinary Medical Association (FVMA)**  
**Certified Veterinary Assistant - Level I**

Certification Requirements Checklist for  
High School Student and Adult Learning Program Applicants

To earn the designation of Certified Veterinary Assistant - Level I, the student applicant must:

1. Complete, with a passing grade, at least 9 months of an approved high school or adult learning curriculum designed to prepare students for employment in the animal care industry.
2. Complete the Skills Competency Validation List under the supervision of a licensed DVM, CVT, and /or approved VAI (veterinary assistant instructor) where applicable.
3. Complete a minimum of 500 hours practical veterinary assisting experience\*:

At least 250 hours of the total must be in a veterinary hospital setting working with live animals. The CVA applicant's responsibilities are to be directly supervised by a licensed DVM or CVT.

Up to 250 hours of the total can be school lab time (non-lecture time wherein the student applicant performs appropriately related veterinary assisting skills under the supervision of the VAI in preparation for CVA level I.)

\*Student CVA applicants who have fully completed requirements 1 & 2, but are unable to complete the 500 hours practical experience, may sit for the CVA final examination and apply for CVA PPE (pending practical experience) whereupon passing the test, they will receive certification contingent upon completion of the remainder of the 500 hours within 1 year of the CVA exam date.

4. Score 70% or higher on the Certified Veterinary Assistant Level I final examination.
5. Maintain on school record the signed application and skills competency validation list for a minimum of 3 years from the date of the CVA final examination. (Students are advised to keep a photocopy for their records.) Produce the application for verification if requested by the FVMA during the 3 year period. If applying for PPE, submit the practical experience completion form by the 1 year extension deadline.