

APPLICATIONS FOR LICENSE

12-2609. *Filing of application.* Every applicant for a license shall duly file with the Director an application on a form prescribed by the Commission and provided by the Director. All required documents must be attached to the application at time of filing.

12-2610. *Photographs of applicant required.* Every application for a license must be accompanied by two recent photographs of the applicant, measuring one inch by one-and-a-half inches.

12-2611. *Application to be notarized.* Every application for a license shall be sworn or affirmed to before a notary public.

12-2612. *Application not duly made.* The Commission shall review and take action on all duly made applications. However, the applicant for a license has upon him the burden of proving that he meets the qualifications required for obtaining the license sought. The Commission may not presume qualifications not shown on the application. The Commission may refuse to act on an application and may require the applicant to submit additional information, if the application contains incomplete, evasive, or insufficiently supported assertions where supporting evidence is required.

12-2613. *False statements, disqualifications.* The Commission may, after notice and opportunity for hearing, disqualify the application of an applicant for a license, (a) if the applicant has knowingly made or allowed to be made on his behalf, either to the Commission or to any officer or employee of the Department, any false or misleading statements in connection with his application; or (b) if the applicant has attempted improperly to influence any member of the Commission or the Board or any officer or employee of the Department in the discharge of his duties relating to the application of the applicant. At the discretion of the Commission, any applicant whose application has been so disqualified may reapply for the license desired.

12-2614. *Application for a license by examination.* Every applicant for a license by examination shall file his application not later than thirty days prior to the date of the examination for which he desires to sit. The Director shall notify each applicant of the Commission's action with respect to his eligibility to take the examination. At least ten days prior to the examination, the Director shall notify each eligible applicant of the time and place of examination.

EXAMINATIONS

12-2615. *Examination, frequency, place.* The Board shall conduct in the District at least two examinations each year. The Board may, however, schedule such additional examinations as it determines to be necessary. The Board shall fix the time and place for each examination.

12-2616. *Nature of examination.* The examination administered to applicants for licensure as a Dispensing Optician shall be both written and practical in nature. The Board may, however, when the circumstances so warrant, permit the written portion of the examination to be administered orally.

12-2617. *Exception.* The preceding Section shall not be construed as applying to an applicant for a Class-II License as a Dispensing Optician who meets the qualifications of subsection (a) of Section 12-2608 of these Regulations. Such an applicant shall only be required to pass a practical examination in the filling of contact lens prescriptions.

12-2618. *Type and content of examination.*

(a) The written portion of the examination shall consist of objective type questions pertaining to ophthalmic dispensing as defined in Section 12-2603 of these Regulations.

(b) The practical portion of the examination shall consist of a demonstration by the applicant of his knowledge and skills in the actual practice of ophthalmic dispensing as defined in Section 12-2603 of these Regulations. *Provided, however,* That applicants for a Class-I Dispensing Optician License shall not be required to demonstrate their knowledge and skill in the filling of contact lens prescriptions.

12-2619. *Examination rules.* The examination shall be administered to applicants in accordance with the examination rules established by the Board.

12-2620. *Infraction of examination rules.* At the discretion of the examiner in charge, any applicant may be excluded from the examination for violating the examination rules. The examiner shall report such action promptly to the Commission.