



ALABAMA STATE BOARD OF MEDICAL EXAMINERS

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August 21, 2024

RE: Limited Certificate of Qualification for renewal in 2025

Greetings,

Attached to this email is the application form to be used for licensees who will be renewing their Limited Certificates of Qualification with the Alabama Board of Medical Examiners (Board) for the year 2025. Please disseminate copies of this email and the attached application to the appropriate individuals in your institution who will be processing these applications for renewal. After a Limited Certificate of Qualification has been approved by the Board, the applicant will be eligible to renew the limited license online with the Medical Licensure Commission of Alabama (MLC) at [https://abme.igovsolution.net/online/user\\_login.aspx](https://abme.igovsolution.net/online/user_login.aspx) beginning on October 1, 2024, through December 31, 2024.

The application must be completed and signed by the physician and then signed by either the Dean, Program Director, Chief Medical Officer, Warden, or Medical Director. Please review the current status of each of your limited licensees to determine whether renewal of a Limited Certificate of Qualification is applicable. If the licensee qualifies for full licensure, they must apply for a Full medical license. The \$15 renewal fee for each Limited Certificate of Qualification is payable to the Alabama Board of Medical Examiners. The completed applications need to be returned to the Board on or by Thursday, October 10, 2024.

**Please explain to your licensees that renewal is a two-step process.** Remind them that after the Board has approved the renewal of their Limited Certificate of Qualification that they must go to our website at [https://abme.igovsolution.net/online/user\\_login.aspx](https://abme.igovsolution.net/online/user_login.aspx) and login using their last name and the last five (5) digits of their social security number. They will need to verify and/or update their information and pay the renewal fee in the payment cart.

Please feel free to contact me with any questions regarding renewal of the Limited Certificate of Qualification at 334-833-0195 or [tseamon@albme.gov](mailto:tseamon@albme.gov).

Sincerely,

Alabama State Board of Medical Examiners  
Tiffany Seamon  
Director of Credentialing