



ALABAMA STATE BOARD OF MEDICAL EXAMINERS

Post Office Box 946
Montgomery, Alabama 36101-0946
848 Washington Avenue
Montgomery, Alabama 36104

William M. Perkins, Executive Director
Tiffany Seamon, Director of Credentialing

Phone (334) 242-4116
Fax (334) 242-4155
Email tseamon@albme.gov

August 12, 2025

RE: Limited Certificate of Qualification for renewal for 2026

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 2026. 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) in the [Licensee Gateway](#) beginning on October 1, 2025, through December 31, 2025.

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 Monday, October 6, 2025.

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 log into their [Licensee Gateway](#) to renew the license. 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.

Sincerely,

Alabama State Board of Medical Examiners
Tiffany Seamon
Director of Credentialing