

IF YOU WISH to pay renewal fees for your license (veterinarian) or certification (CVTs, CETs, and CEAs) online, visit the ISDA Web Portal at:

<https://lisa.agri.idaho.gov/ISDAWebPortal/User/LoginOrRegister?agency=435>

Your Initial Visit to the Website:

There is an extra step to take the first time you make a payment in the ISDA system: you will need to create an online profile with the ISDA system using the unique **account passphrase supplied to you with your annual renewal form**. You must use the account passphrase the first time you make a payment. Afterwards, you will only need to use your email address and password to enter the system and make payments.

Below is a sample screenshot demonstrating the sign-up process.

Sign In

What is your e-mail address?

My e-mail address is: *

Do you have a password?

Yes, I have a password.

No, I do not have a password.

I have an Invoice I have a Passphrase

Account Passphrase: * [What's This?](#)

* Passwords must be at least six (6) characters in length.

I would like my password to be: *

Re-Type Password: *

I agree to the terms and conditions of the [End User License Agreement](#).

1. Supply an email address; you will use it every time you visit the website.

2. Click "No, I do not have a password."

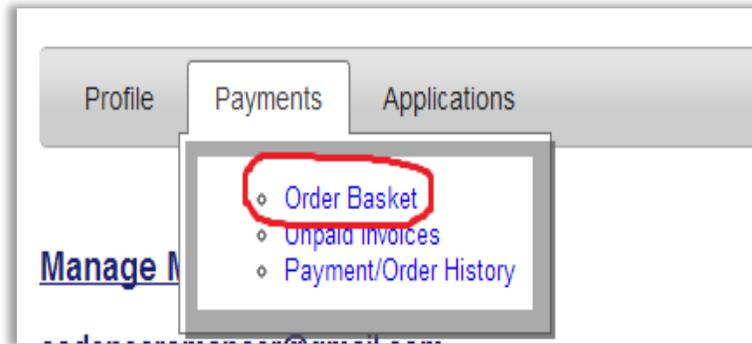
3. Click "I have a Passphrase."

4. Enter the Passphrase supplied above – ALL CAPS

5. Enter (and then re-enter) a password.

6. Click to agree to the terms and conditions of the site.

Once you are logged in, proceed to Payments, and then click "Order Basket".



In the Order Basket, you will find an invoice from the BOVM for your license/certification renewal fees. At that point, you will be asked to enter your payment information and make your payment.

Mail or fax your completed renewal form to the Board office. In order to avoid a late fee, renewal forms and payment MUST be postmarked June 30, 2014 or earlier.