

## ***Instructions and Important Information***

### **Read Carefully Before Completing Your Application**

This application is ONLY for the examinations listed below. DO NOT submit for the LPCC or LCSW Clinical Examination. Apply through the national testing vendor.

#### **HOW TO APPLY**

1. Ensure that your current email address is on file via the [BreEZe system online](#). *Otherwise you will not receive notice that you are eligible to take the exam.*
2. Complete the attached application.
3. If required (see below), attach proof of completion of a 12-hour California Law and Ethics course.
4. **FEE: Attach a check or money order payable to “Behavioral Sciences Fund” in the amount of:**

Law and Ethics Exam: \$150

LMFT Clinical Exam or LEP Exam: \$250

5. **Submit your application and fee to the address below:**

Board of Behavioral Sciences  
1625 North Market Blvd., Suite S200  
Sacramento CA 95834

#### **12-HOUR CALIFORNIA LAW AND ETHICS COURSE**

If you hold a current or delinquent associate registration, and weren't able to pass the Law and Ethics Exam prior to your registration's expiration date, you must attach proof of completing a 12-hour course on California Law and Ethics in order to regain eligibility to take the Law and Ethics Exam during your next renewal cycle. The course must be taken through an acceptable continuing education provider, a governmental entity, or a college or university.

#### **REQUIRED WAITING PERIOD BETWEEN RETAKES**

- California Law and Ethics Exam: 90-day waiting period
- Clinical Exam: 120-day waiting period
- LEP Exam: 180-day waiting period

#### **TO CONFIRM RECEIPT OF APPLICATION**

To confirm receipt, mail your application using a method that includes tracking. You may also contact your bank to see if your check has been cashed.

## APPLICATION PROCESSING TIME

Allow 4–6 weeks for processing. Please do not contact the Board to check on the status unless your application has been on file for 45 or more days. Pearson Vue administers the exam. After the Board processes your application and your waiting period has passed, you will receive an e-mail notifying you of eligibility from Pearson Vue. You may contact Pearson Vue to schedule your exam once you receive the email. Do not attempt to schedule a date with Pearson Vue until you receive notification of eligibility. Pearson Vue testing centers are located throughout the state as well as some out of state, offering testing 5–6 days a week. Refer to the [Candidate Handbook](#) for testing site locations.

## EXPEDITED PROCESSING

The Board is required to expedite the licensure process for the following applicants:

- **Honorably discharged veterans of the U.S. Armed Forces** pursuant to Business and Professions Code (BPC) section 115.4. Download the request form from the Board's [website](#) and include it ON TOP OF your application.
- **Spouses/Partners of persons on active duty military** pursuant to BPC section 115.5. Download the request form from the Board's [website](#) and include it ON TOP OF your application.
- **Refugees / Asylees / Special Immigrant Status Holders ("SI" or "SQ")** pursuant to BPC section 135.4. Download the request form from the Board's [website](#) and include it ON TOP OF your application.

## ADDRESS CHANGE

If your address has changed, be sure to update it ASAP online at [www.breeze.ca.gov](http://www.breeze.ca.gov).

## TESTING ACCOMMODATIONS

Reasonable accommodations will be provided to candidates who have a qualifying disability or medical condition. All testing sites are physically accessible to individuals with disabilities. All other accommodations require pre-approval of a [Request for Accommodation](#). If English is your second language (ESL), you may [apply for an ESL accommodation](#).

## LAW AND ETHICS EXAM – IMPACT ON ASSOCIATE REGISTRATION RENEWAL

### **Registrants Must Take the California Law and Ethics Exam to Renew**

You are required to take the California Law and Ethics Exam for the license type you are pursuing while a registrant in order to renew (unless you have already passed the California Law and Ethics Exam). Your registration will not be renewable until you have taken the required exam.

### **Passing Score Required for Issuance of a Subsequent Registration**

Applicants cannot be issued a subsequent ASW, AMFT, or APCC registration (second or third number, etc.) without first passing the California Law and Ethics Exam. (Note: Applicants who have already passed the Standard Written exam do not have to pass the Law and Ethics exam unless it has been more than seven years since they passed the Standard Written.)

## ABANDONMENT OF APPLICATION

In accordance with Title 16, California Code of Regulations section 1806, your file will be deemed abandoned if:

- You fail to sit for the examination within one (1) year after being notified of eligibility to take the examination;
- You fail to sit for the clinical examination within one (1) year of being notified of passing the law and ethics examination; or,
- You fail to retake an exam within one (1) year from the date you were notified of failing the examination.

To reopen an abandoned file you must submit a new application, fee and all required documentation, as well as meet all current requirements in effect at the time the new application is submitted.

## QUESTIONS?

Please visit the **Contact Us** link at [www.bbs.ca.gov](http://www.bbs.ca.gov) and select an option under "Message the Board."

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APPLICATION FOR  
**RE-EXAMINATION**



Office Use Only:

**Carefully read the "Instructions and Important Information" FIRST**

**Attach Fee**

**Allow 45 Days for Processing**

**DO NOT** submit for the LPCC or LCSW Clinical Examination.  
Apply through the national testing vendor.

<b>Examination Type (SELECT ONLY ONE):</b>	<input type="checkbox"/> LCSW Law and Ethics Examination	→	<b>You may need to attach a certificate of completion of a 12-hour course on Law and Ethics. See application instructions.</b>
	<input type="checkbox"/> LPCC Law and Ethics Examination	→	
	<input type="checkbox"/> LMFT Law and Ethics Examination	→	
	<input type="checkbox"/> LMFT Clinical Examination		
	<input type="checkbox"/> LEP Examination		

**SSN or ITIN\*:**

<b>Legal Name**:</b>	<b>Last</b>	<b>First</b>	<b>Middle</b>

\* You may provide either your Social Security Number, your Federal Employer Identification Number, or Individual Taxpayer Identification Number, as applicable.

\*\* You must use your legal name. Your "legal name" is the name established legally by your birth certificate, marriage or domestic partnership certificate, or divorce decree (for example). If you have a name change that you would like processed with your application, you must attach the "Notification of Name Change" form and all required documentation. This form is available online at [https://www.bbs.ca.gov/pdf/forms/change\\_name.pdf](https://www.bbs.ca.gov/pdf/forms/change_name.pdf). Your license will reflect your new name only if a complete "Notification of Name Change" is received with your application. Do not send original documents unless specifically requested.

**NOTE: Knowingly providing false information or omitting pertinent information may be grounds for denial of this application.**

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**