

## **Important Update: New Procedure for Submitting Electronic Transcripts and Program Certification Forms**

To improve service and streamline the application process, the Board is changing how it accepts electronic documents.

Effective January 1, 2024, the following email addresses will no longer be used:

**BBSLMFTtranscripts@dca.ca.gov**

**BBSLCSWtranscripts@dca.ca.gov**

**BBSLPCCtranscripts@dca.ca.gov**

Applicants submitting their transcripts and program certifications (Forms A and B) electronically should have them sent to:

**BBSTranscripts@dca.ca.gov.**

Schools can also submit documents via the Department of Consumer Affairs' Cloud Drive. To request access to the drive, please email [BBS.Schools@dca.ca.gov](mailto:BBS.Schools@dca.ca.gov).