

APPLICATION FOR  
**RE-EXAMINATION**



***Instructions and Important Information***

**Read Carefully Before Completing Your Application**

This application is ONLY for the exams listed below. DO NOT submit for the LPCC or LCSW Clinical Examination – instead, apply through the national testing vendors: [LCSW](#) or [LPCC](#).

You may apply online for faster processing if you are retaking the LMFT Clinical Exam or the LEP Written exam, via the [BreEZe system](#).

**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

**RETAKING THE LAW AND ETHICS EXAM? A 12-HOUR CALIFORNIA LAW AND ETHICS COURSE MAY BE REQUIRED**

**If your re-exam application is received by the Board ON OR BEFORE 12/31/2022:**

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 school, college or university.

**If your re-exam application is received by the Board ON OR AFTER 01/01/2023:**

A Law and Ethics course is NOT required to regain eligibility to take the Law and Ethics Exam, as legislation was passed that removes this requirement effective January 1, 2023.

## 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.

## 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

## APPLICATION PROCESSING TIME AND EXAM ADMINISTRATOR INFORMATION

Allow 4–6 weeks for processing, but also remember that the required waiting period described above must have passed from your last attempt before you will receive notice of eligibility to schedule. 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. Do not attempt to schedule a date with Pearson Vue until you receive notification of eligibility. After the Board processes your application and your waiting period has passed, you will receive an e-mail from Pearson Vue notifying you of eligibility. Only then will Pearson Vue allow you to schedule your exam. 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.

## 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](#).

## MAILING ADDRESS OR EMAIL ADDRESS CHANGE

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

## 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.)

## IMPORTANT! AVOID YOUR FILE BEING CLOSED AND LOSING EXPERIENCE HOURS BY MEETING THE TIMEFRAMES BELOW

In accordance with Title 16, California Code of Regulations section 1806, your file will be closed and deemed abandoned if any of the following occur:

- 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 a closed 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. There are no exceptions as this is a requirement specified in law.

**This means that you could lose earned experience hours if your file is closed**, as your six (6)-year period for earning hours will be recalculated to six (6) years back from the date your new application is received.

## NOTICE ON COLLECTION OF PERSONAL INFORMATION

Please see the [Notice on Collection of Personal Information](#).

## 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.”

Blank Page

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 vendors.**

<b>Examination Type (SELECT ONLY ONE):</b>	<input type="checkbox"/> LCSW Law and Ethics Examination	<b>Apply <u>online</u> for faster processing</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). 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**