



## Instruction Sheet for Authorization for Interstate Exchange of Information Form

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- If you passed the exam in a state that NASBA processes the exam for, you may obtain verification of your CPA exam scores by submitting an application online at <https://www.nasbastore.org>.
- If you passed the exam in a state that NASBA does not process score transfers for, forward to the board from which you passed the CPA Examination.  
*Note: A fee might be required to accompany such a request. Please check with your state board directly.*
- Upon receipt of completed form, upload into your online application.

### RECIPROCAL APPLICANTS ONLY:

If you are applying as a reciprocal applicant and are licensed in a state that provides an online license verification, rather than submit this form to the state board you are licensed in, you may print off your license verification from the board's website and upload it into the application. The online license verification must include your name, license number, issue date, and expiration date of your CPA license. If this information is not provided, this form must be submitted to the state board you are licensed for completion. Copies of wallet cards and wall certificates are **NOT** acceptable.



1. The applicant was granted an original/reciprocal (circle one) CPA Certificate number \_\_\_\_\_ issued \_\_\_\_\_ which is in good standing unless noted below.

2. The applicant has completed an Ethics Examination  Yes  No Score: \_\_\_\_\_  
The exam was prepared and graded by  Board  AICPA

License/Permit to Practice Public Accounting

3.  Yes  No This state is a two-tier state.  
4.  Yes  No The license/permit from this board is in good standing and expires  
5.  Yes  No The applicant is currently licensed to engage in the practice of public accounting.  
6.  Yes  No Has there ever been any disciplinary action instituted against the applicant?  
(If yes, explain below.)

7. If the applicant does not hold a license/permit from your board, please indicate the requirements to be met for issuance or reinstatement:

License/Permit not required: \_\_\_\_\_  
Pay appropriate fees/or post bond: \_\_\_\_\_  
Complete acceptable accounting/auditing experience: \_\_\_\_\_  
Complete continuing professional education requirements: \_\_\_\_\_  
Other: \_\_\_\_\_

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Additional Information:

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Exceptions noted/explanations:

Board Seal

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Board/Agency

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Official Signature

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Title

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Date