

# CPA Examination Services

## Information Change Request

Use this form to request a change to any of the following:

- Name
- Date of Birth
- Mailing Address

NOTE: You can change your email address at any time through the *Account Information* tool available in your user account at <https://cpacentral.nasba.org>.

### Part 1 – Information Currently on Record:

1. Applicant's Name: \_\_\_\_\_  
First M. I. Last

2. Date of Birth: \_\_\_\_\_  
mm/dd/yyyy

3. Jurisdiction ID: \_\_\_\_\_ 4. Jurisdiction or state to which you have applied: \_\_\_\_\_  
Available on the CPA Central sign in page

### Part 2- New Information:

**Name and Date of Birth changes require supporting documentation:**

- Copy of marriage certificate OR
- Copy of court documents changing your name OR
- Copy of new Government Issued ID/Passport (for Date of Birth changes only)

Information to be changed <small>(Check all that apply)</small>	Change <u>from</u> this:	Change <u>to</u> this:
<input type="checkbox"/> Name		
<input type="checkbox"/> Date of Birth		
<input type="checkbox"/> Address <span style="float: right;"><small>(street 1)</small></span>		
<small>(street 2)</small>		
<small>(City, State, Zip)</small>		

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature (required)

RETURN THIS FORM TO:

Fax: 615-312-3792  
cpaexam@nasba.org

CPAES  
PO Box 198469  
Nashville, TN 37219

**For Office Use Only**

Updated by: \_\_\_\_\_ Date: \_\_\_\_\_

ATT update required?  Yes  No      ATTUPDATE sent?  Yes  No