

## **LOUISIANA BEHAVIOR ANALYST BOARD**

### **LICENSURE/CERTIFICATION APPLICATION INSTRUCTIONS**

- **REQUEST YOUR TRANSCRIPT BE SENT EITHER ELECTRONICALLY TO [BAADMIN@LA.GOV](mailto:BAADMIN@LA.GOV) OR BY MAIL TO 4334 S. SHERWOOD FOREST BLVD., SUITE C-150, BATON ROUGE, LA 70816. YOU CANNOT TURN IN YOUR OWN TRANSCRIPTS EVEN IF STILL SEALED.**
- **PRINT THE BACB VERIFICATION FORM FOUND IN THIS SECTION. COMPLETE AND EMAIL DIRECTLY TO THE BACB AT THE ADDRESS PROVIDED.**
- **PRINT THE LICENSE/CERTIFICATE FORM AND SEND TO ANY OTHER APPLICABLE BOARDS AS PER THE INSTRUCTIONS.**
- **IF YOU HAD A CRIMINAL BACKGROUND CHECK DONE THROUGH LBAB AND THE RESULTS WERE RECEIVED LESS THAN TWO YEARS FROM THE APPROXIMATE DATE YOU WILL BE REVIEWED FOR LICENSURE, IT IS STILL VALID. IF NOT, PLEASE REFER TO THE BOTTOM LEFT OF THIS PAGE AND PRINT THE DOCUMENTS. THERE ARE TWO OPTIONS AND YOU MAY USE THE ONE YOU PREFER.**
- **ON THE APPLICATION, INCLUDE EMAIL ADDRESSES FOR YOUR REFERENCES. THIS WILL HELP EXPEDITE THE PROCESS. REFERENCES WILL BE SENT FORM BY LBAB.**
- **WHEN ALL THE ABOVE REQUIRED DOCUMENTS HAVE BEEN RECEIVED, YOU WILL BE ISSUED YOUR JURISPRUDENCE EXAM.**
- **ALL DOCUMENTS, INCLUDING THE COMPLETED JURISPRUDENCE EXAM MUST BE RECEIVED BY THE DEADLINE DATE POSTED BEFORE EACH MEETING ON THE HOME PAGE.**