

Examination Requirement:

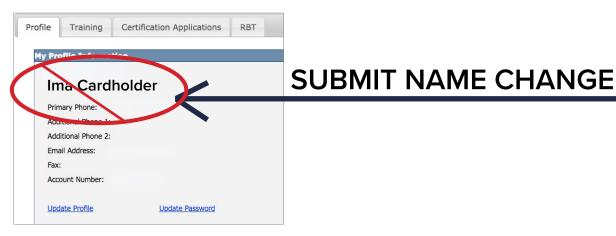
Proper ID

If you have already been approved to sit for an exam you will need to <u>Contact Us</u> to let us know you need your name updated in Pearson Vue.

Admission to the examination site requires candidates to provide <u>two forms</u> of valid identification. **Both** pieces of identification must show your first and last name **exactly** as they appear in your BACB account.

The primary identification must be government-issued and include both a photo and signature (e.g., a driver's license or state/national ID). The secondary identification must include a signature but need not include a photo (e.g., a signed credit card with a signature that matches the government-issued identification).

Gateway Account



State Drivers License



Example from www.dmv.ca.gov

My Profile Information Ima Cardholder Person Additional Phone 1: Additional Phone 2: Email Address: Fax: Account Number: Update Profile Update Password

MATCH



Example from www.dmv.ca.gov



To update your name within your Gateway account:

- 1. Login
- 2. Under profile information, choose "Update Profile"
- 3. Click Name Change Request
- 4. Enter your updated information
- 5. Click Save
- 6. Submit proof of change
 - Submit online via our Contact Us form or by mailing a copy to: BACB, 7950 Shaffer Parkway Littleton, CO 80127, USA

This request takes approximately 3 days. You will recieve a confirmation email when your information has been updated. For more information, visit the Exam Information Page.

