



Written Exam Registration Form

IC&RC Reciprocal Credentials

Dates and locations of the exams can be found at certbd.org/testing/

Name: _____
(Print your name as it should appear on your certificate, include middle initial)

Email: _____

Home address _____

City _____ State _____ ZIP _____

Home phone # _____ Cell phone # _____

Date you will be taking written exam: _____

Check Exam to be taken:

___ **ADC (LCADC/CADC)**: You must attach a copy of your DCA-ADCC (973-504-6369) test approval letter to this registration form!

___ **ADC Spanish Language (LCADC/CADC)** You must attach a copy of your DCA-ADCC (973-504-6369) test approval letter to this registration form!

___ **CPS** Certified Prevention Specialist (CPS)

___ **CDP** Certified Co-occurring Disorder Professional (CCDP)

___ **CCS** Certified Clinical Supervisor (CCS)

___ **CJP** Certified Criminal Justice Professional (CCJP)

___ **AADC** (Advanced ADC- must hold LCAD

___ Check here if you require assistance as per the American Disabilities Act. You must send current, written documentation from a health care professional licensed to treat your disability as well as the requested accommodation with this form.

Applications must be submitted by sending complete forms to The Certification Board of New Jersey or by applying on the Certification's Board website. Make check or money order payable to The Certification Board, Inc. Registration letter and directions are paper mailed two weeks prior to the test date. If you do not receive within one week of the exam date, contact the Board.

All fees are NON-REFUNDABLE. We do not provide individual confirmation requests. Use the US Post Office Registered Mail form if you need confirmation that we received your registration. Registration letter and directions are paper mailed two weeks prior to the test date. If you do not receive within one week of the exam date, contact the Board. A \$50.00 administrative fee will be added to any re-scheduled test prior to the day before the exam. Cancellations within 24 hours of the exam, or no-shows, will not be eligible for a refund.

Results are sent by mail once received back in our office from the IC&RC. You should receive your results in four weeks.

Exam fee must accompany this application:

___ Check or money order

___ Please check here if you paid online and are mailing in this with your current Test Approval letter from the DCA-ADCC .