CALIFORNIA ACUPUNCTURE BOARD

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Exam Application Guidelines

In order to achieve eligibility for the exam an applicant needs to submit an Application for Examination. This can be done online or with the paper application. Applicant must pay a non-refundable $250 application fee **or** $350 fee for foreign equivalency applicants.

Applications must include Transcripts:

The Board can only accept original, certified transcripts. Transcripts are to be sent via email or mailed in an unopened, sealed envelope by the Board-approved educational and training program (school). Documentation may also be sent by secure electronic submission directly from the program or from a transcript service which contracts with the program. If there are any questions regarding compliance with the Board's documentation standard, please email the Examination Unit at AcuExamUnit@dca.ca.gov.

For foreign-trained applicants, the Board can only accept certified copies of original transcripts used by an approved credential evaluation service and provided directly to the Board by that service.

All foreign transcripts evaluations require a translation and a course-by-course evaluation performed by a Board-approved credential evaluation service. The evaluations must be originals furnished directly to the Board and delivered by email or sent by first class or priority mail by the service.

Further Information:

Please refer to Title 16 California Code of Regulations (CCR) sections 1399.411, 1399.413, 1399.416, 1399.416.2, and 1399.416.3. Or email the Board at AcuExamUnit@dca.ca.gov.

Timeline and What to Expect:

Applications for the exam can be received as early as one (1) month before graduation so that the Board has time to create a file and review documents promptly after graduation. Applicants cannot be approved until a final transcript is received.

Within 45 days of receipt of an application, applicant will receive an e-mail indicating application status; the email will indicate full approval (including direction to pay the $800 exam fee) or be a notification of any deficiencies.

Files not completed and approved within six (6) months, from the date of receipt of application will be considered abandoned (per CCR section 1399.417) and applicant is required to re-apply when all the requirements can be met.

Once confirmed eligible by the Board, the process is:

1. Applicant to pay the $800 exam fee to the Board .
   a. For accommodations per ADA, forms are required after the exam fee is paid.
2. The Board notifies PSI of eligibility to schedule.
3. A handbook will be e-mailed from PSI within 48 hours with details on how to schedule.
4. Once the handbook is received (in language of exam), applicant can schedule the exam with PSI for the date of their choice (assuming availability at the chosen PSI test site location). Dates are generally available within a month but can fill up faster following the end of school terms.

The CALE is administered in the computer-based format at PSI testing centers. The CALE is offered as a 200-question exam, with only 175 of those items being scored. The time allowed to complete the exam is five (5) hours for testing, there will not be a lunch break.

PSI offers the exam 6 days a week at 17 testing sites throughout California, as well as several out-of-state locations.

Results (Pass/Fail) of a computer-based test are given at the test site immediately following the exam. If applicant passes the exam, they can complete fingerprints for the background check and apply for licensure. Fingerprints must be completed within one (1) year prior to licensure.

If an applicant fails the exam, they must wait 4 months before they can pay the re-taker fee of $800 and reschedule the exam with PSI.

Any questions regarding the CALE can be directed to the exam unit at AcuExamUnit@dca.ca.gov.