

Updates to Upgrade Requirements

Effective January 1, 2020, upgraded licenses will be issued as a new, full two-year license. Applicants will follow the same process to upgrade their license credentials after completing the education, experience, and examination requirements.

The upgrade application must include proof of all AQB required education, plus completion certificates for the following:

- A 7-hour USPAP course taken within two (2) years prior to submission of the upgrade application; and
- A 4-hour Laws and Regulations course taken within four (4) years prior to the submission of the upgrade application.

Once the new, upgraded credential has been issued, the renewal cycle will start over at the USPAP cycle. This means the next renewal for the license will be a USPAP only renewal.

In summary, the improvement to upgrading a credential is that the new credential will be valid for two (2) years, and it will start the continuing education cycle over. Please call the bureau if you have questions regarding upgrading a license.