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Sent: Friday, July 01, 2011 1:03 PM

Subject: New On-line Service for CPA Candidates

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New On-line Service for CPA Candidates

CPA Examination Candidate,

NASBA's National Candidate Database (NCD) has implemented a new on-line service that allows you to download and reprint your Notice to Schedule (NTS). You will no longer need to contact NASBA to request a reprint of your NTS.

The free service is available to candidates in all jurisdictions that have an open NTS. Please note: previously attended or expired NTSs are not available for reprint.

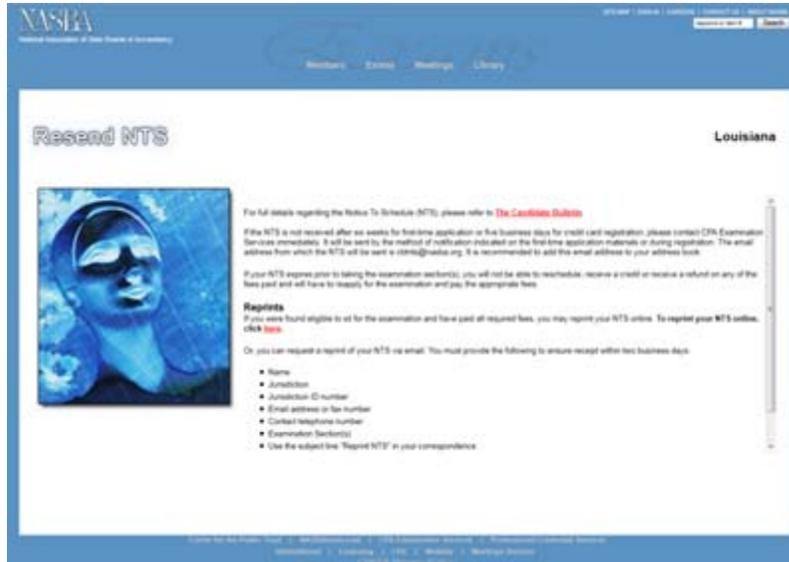
Other Helpful Instructions

- Jurisdiction ID numbers are on most score notices.
- Texas candidates should note there are Nine (9) zeros in front of the actual jurisdiction ID number. All zeros must be entered for the NTS to appear.

- California and Virginia candidates' ID numbers contain both letters and numbers.

HOW TO REPRINT MY NTS

Candidates can go to their state page and click on NTS (Example shown for the state of Louisiana):



OR

Candidates can reprint their NTS directly via the link below:

<https://ncd.nasba.org/gwprdv2/servlet/hgwcnr01>

The screenshot shows a web form for reprinting NTS. The header includes the NASBA logo and "Candidate Main Menu". Below the header, a message states: "Only open Notices to Schedule (NTS) are available for reprint. Previously attended or expired NTSs are not available for reprint." The form contains two sets of input fields. The first set includes "State Board" and "Jurisdiction ID". Below this is a separator "- OR -". The second set includes "State Board", "First Name", "Last Name", "Date of Birth" (with a calendar icon), and "Mother's Maiden Name". A note below the form reads: "Note: If you did not provide your Mother's Maiden Name with your original application, please enter: UNKNOWN". A "Continue" button is located to the right of the note. The footer contains the text "Copyright © 2002 NASBA. All rights reserved."

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