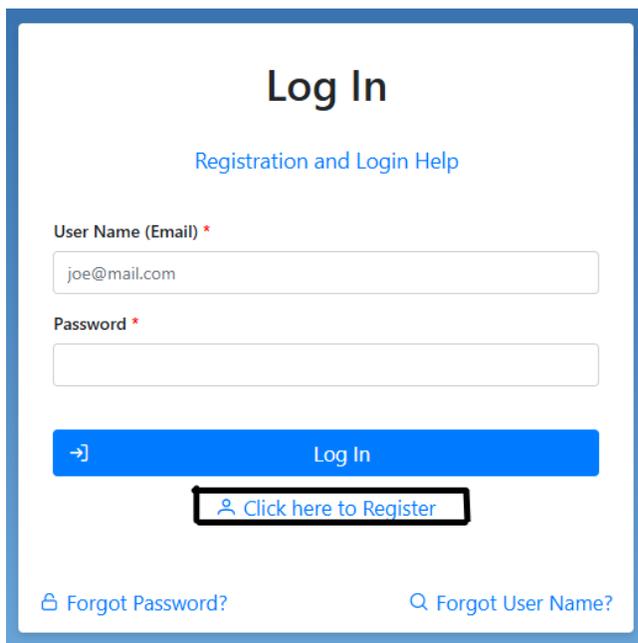


CAB Connect Online Renewal Instructions

****Important Notes****

- The CAB Connect login page can be accessed at the link below:
<https://connect.cab.ca.gov/>
- Connect is a new application processing system and holding an existing architect's license does not equate to having a Connect user account. **Licensees who were licensed prior to June 1, 2023, must first register a Connect account before they can login to the system.**
- The link to register an account is located directly below the "Log In" button (see the below picture). It is important that you verify all the personal information you enter, such as your email address, name, date of birth, and the last four of your SSN, is entered correctly during account registration.

Incorrect personal information entered when registering the account will cause errors when you attempt to link and renew your license. These errors must be corrected by the board and may cause delays with the license renewal process. You will receive an email with a temporary password upon successful registration.



Log In

[Registration and Login Help](#)

User Name (Email) *

Password *

[→ Log In](#)

[Click here to Register](#)

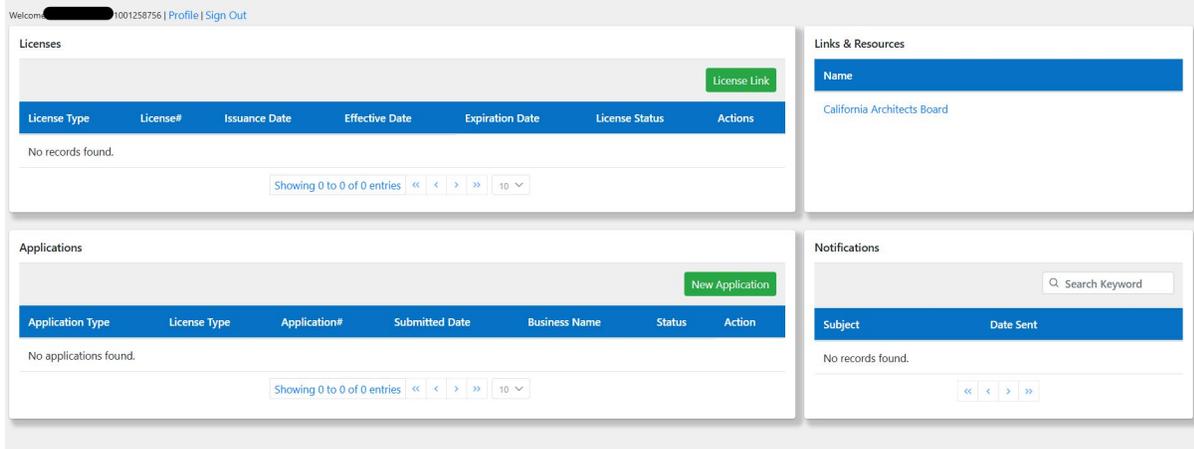
[Forgot Password?](#) [Forgot User Name?](#)

- **DO NOT submit an Application for Licensure.** This application is only for those who apply for an initial (original) architect license with the board.

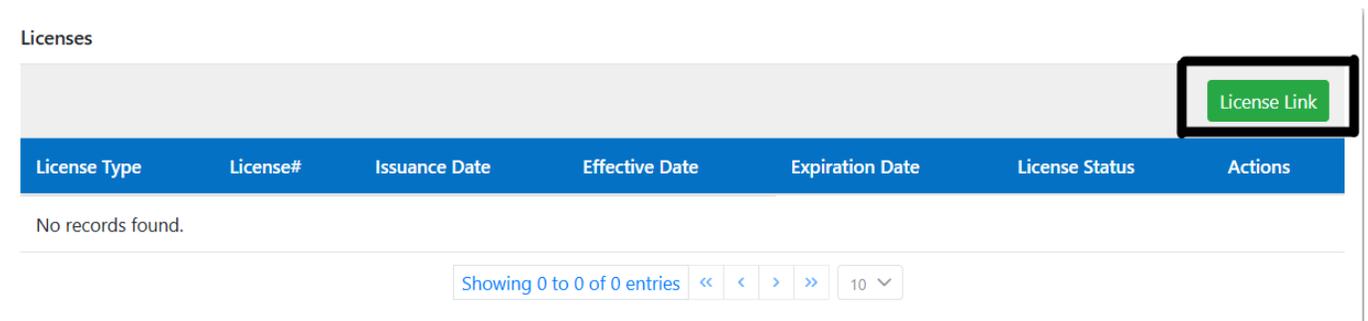
- Licensees are ineligible to renew online if their license has been delinquent for more than one renewal cycle (two years or more) and must [contact the board](#) for assistance.
- You must contact the board before you may renew online if you are attempting to return a retired license number that has not yet expired or has been expired for less than two years to active status.
- Your personal information will be automatically populated on the renewal application and is **not editable**. You must contact the board to have your personal information corrected if you notice a discrepancy.

Online Renewal Process:

1. Log in to your Connect account by entering the email address used to register the account in the “User Name” field. Then, enter the temporary password you should have received in the registration confirmation email sent to you from Connect.No.Reply@dca.ca.gov.
2. You will be prompted to change the password after you log in for the first time. You will be directed to your user dashboard upon success (see the below screenshot).



3. Link your existing architect license to your Connect record by selecting the green “License Link” button above the Actions column of the Licensures block.



4. Select your license type from the dropdown box and then **enter your license number, omitting the preceding “C”**. Then select “Submit”. If you receive an error message, please contact the Board by email at cab-connect@dca.ca.gov. Please be sure to include your name and license number in the email.

Link Your Existing License

Please respond to the fields below so that you can link any existing certificates and licenses you hold with the Board.

Do you have a license with this organization? *

Yes No

License Type *

Architect x v

License Number *

12345

Don't remember your license number? You can access your license information via search.dca.ca.gov

 Submit

 Continue to dashboard

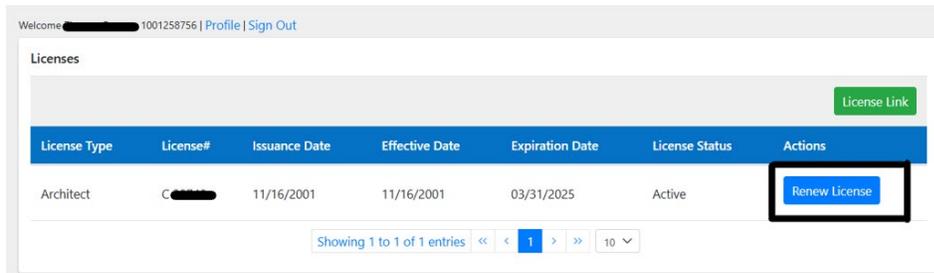
5. You will receive the message below if the link is successful. Then select “No”. **You may only link California architect licenses can be linked to your Connect record.**

Confirmation

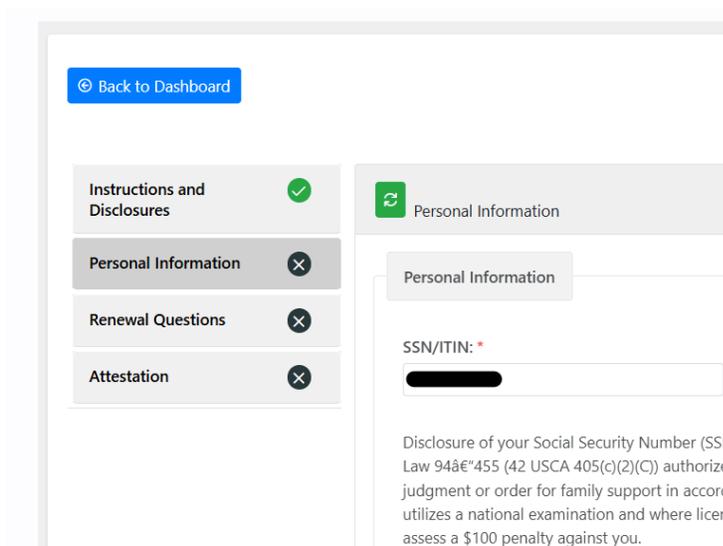
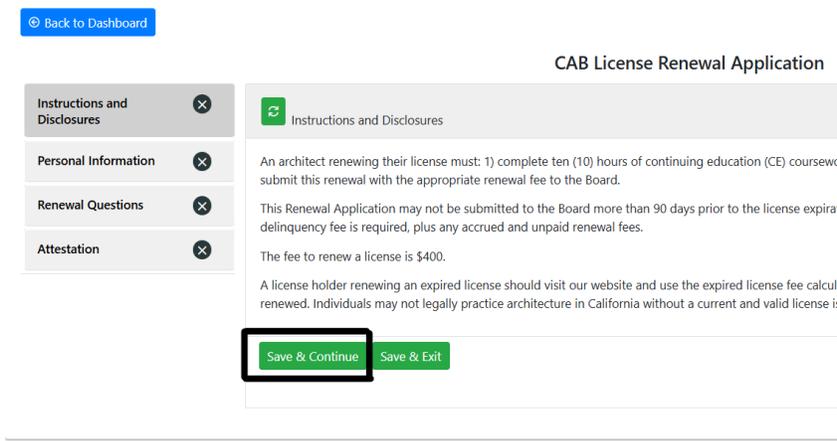
 Congratulations. We found your license record in the database and have connected your login information to that existing record. Do you want to link another license?

x No v Yes

6. You will then be directed back to your user dashboard. Your license information should now appear in the Licenses block on your user dashboard. If you are within 90 days of your license expiration date, the option to “Renew License” should be available under the “Actions” column. Select this option to be directed to the renewal application.



7. Complete each application tab, **making sure to select the option to “Save and Continue” at the bottom of each application tab.** You will be automatically directed to the next application tab, and the previous tab should now display a green check mark indicating it is completed.



- On the “Renewal Questions” tab of the application you must certify completion of the mandatory ten hours of continuing education (CE) and upload your documentation verifying completion. The mandatory CE consists of five hours on disability access requirements (ADA) and another five hours on zero net carbon design (ZNCD) as required per [BPC Section 5600.05](#) and California Code of Regulations (CCR) section [165](#) and CCR [166](#).
- Select the check box next to the declaration statement on the Attestation tab, and then type your full legal name in the signature text box provided. The signature date cannot be edited and is set to the date you are completing the application. Select “Save and Continue”.

The screenshot shows the 'Attestation' tab of the 'CAB License Renewal Application'. On the left, a sidebar lists 'Instructions and Disclosures', 'Personal Information', 'Renewal Questions', and 'Attestation' (which is active and marked with an 'x'). The main content area has a 'Back to Dashboard' button and a 'CAB License Renewal Application' title. Below the title is a 'Renew' icon and the 'Attestation' label. A declaration statement is checked: 'I declare under penalty of perjury under the laws of the State of California that all representation on this application are true, correct and contain no material omissions of fact to the best of my knowledge and belief.' Below this are 'Signature' and 'Date' fields. The signature field contains a redacted name, and the date field shows '04/25/2025'. At the bottom are 'Save & Continue' and 'Save & Exit' buttons.

- You will next be directed to the Fee and Payment tab. Enter the information for your preferred payment card (**we can only accept Visa, Mastercard, or Discover**) and enter your billing information. Select the option to “Copy Details from Application” if your billing information is the same as the address on your application. Your billing address does not need to match your address of record. The button to “Pay and Submit” should now be green and selectable.

The screenshot shows the 'Fee and Payment' tab of the 'CAB License Renewal Application'. On the left, the sidebar lists 'Instructions and Disclosures', 'Personal Information', 'Renewal Questions', 'Attestation', and 'Fee and Payment' (which is active and marked with an 'x'). The main content area has a 'Back to Dashboard' button and a 'CAB License Renewal Application' title. Below the title is a 'Renew' icon and the 'Fee and Payment' label. A warning message states: 'Do not click Pay and Submit button more than once. Otherwise, you may be charged multiple times for the application and service fee.' Below this is a table with two columns: 'Fee Description' and 'Fee Amount'. The table lists 'Biennial Renewal - Architects' for \$400.00, 'Service Fee 2.3%' for \$9.20, and a 'Total' of \$409.20. Below the table is a 'Payment Method' dropdown set to 'Credit Card'. Under 'Billing Information' (marked as 'Required Fields'), the 'Copy Details From Application' checkbox is checked and highlighted with a black box. At the bottom, there are logos for 'VISA', 'MasterCard', and 'DISCOVER', and a 'First Name' field containing 'Thomas'.

CVV: *

Street 1: *

Expiration Date: Month: * Year: *

Street 2:

Country: * x v

State/Province: * x v

City: *

Zip/Postal Code: *

[Pay and Submit](#)

11. Click the option to "Pay and Submit". **Make certain to only click the button one time.** Otherwise, you may have duplicate payments. You will see a spinning circle, and then you will be directed back to your user dashboard. Your application status for your renewal application in the Applications block of your dashboard should say "Approved", and your license information in the Licenses block of your dashboard will now reflect your updated expiration date. You will also receive email and/or text notification that your license has been successfully renewed.

Welcome 1001258756 | [Profile](#) | [Sign Out](#)

Licenses

[License Link](#)

License Type	License#	Issuance Date	Effective Date	Expiration Date	License Status	Actions
Architect	<input type="text"/>	11/16/2001	11/16/2001	<input type="text" value="03/31/2027"/>	Active	

Showing 1 to 1 of 1 entries << < 1 > >> 10 v

Applications

[New Application](#)

Application Type	License Type	Application#	Submitted Date	Business Name	Status	Action
CAB Renewal Application	Architect	250425110748	04/25/2025		<input type="text" value="Approved"/>	

Showing 1 to 1 of 1 entries << < 1 > >> 10 v