

State Notary Education Requirements – QUICK REFERENCE | NPA Section, National Association of Secretaries of State | Rev. July 2016

- This chart serves as a quick reference to each state's primary notary requirements. Additional details are found in statutes, administrative rules and the commissioning authorities' notary guidelines. This information is subject to change without notice. The user is solely responsible for verifying applicable regulations. For assistance with accessing additional details, you may contact Kathleen@asnnotary.org (NPA Section Member) or visit the Contacts/Resources page of www.NPA-Section.com

STATE	EDUCATION – EXAM	COMMENTS (If your state commissioning authority offers live or online training that is not noted below, please contact Kathleen@asnnotary.org .)
Alabama	At the discretion of the county probate judge.	
Alaska	Not Required	
Arizona	Not Required	The Secretary of State may require that applicants and suspended notaries present proof of attendance at a notary training course before receiving their commissions or before reinstatement of a suspended commission. Any applicant who is required to attend a notary training course must complete the training within ninety days before renewing their commissions. The Secretary of State offers online and live notary training.
Arkansas	Exam Required, Traditional Notaries (Implemented Oct. 2015; Mandatory Jan. 1, 2016) Education and Exam Required, Electronic Notaries	Online exam (part of the online application process). The <i>Arkansas Notary Public and eNotary Handbook</i> is available as a reference, online at the web site of the Secretary of State (hard copies available also). Free online training for traditional notaries will be offered by the Secretary of State in early 2016. Applicants for an eNotary commission must complete the Secretary of State's free training class (live, in-person), and pass an exam. Refresher training is required every two years.
California	Education Course and Exam Required	All first time notary applicants must complete an approved 6-hr education course and all renewing applicants must complete an approved 3-hr education course prior to applying. Renewing applicants must renew prior to expiration of commission otherwise the applicant must complete the 6-hr course. Training by approved vendors.
Colorado	Education and Exam Required	New applicants, and renewing applicants whose commission has lapsed for more than 30 days, must take and complete an approved notary training course and successfully pass the State of Colorado online Notary Exam (open book) before applying for a Colorado Notary License. Training by approved vendors; Secretary of State offers a limited number of monthly, live seminars.
Connecticut	Exam Required	Exam is included with the application and is open-book.
Delaware	Not Required for Traditional Notaries; to be required for Electronic Notaries	
District of Columbia	Mandatory Orientation	A mandatory orientation is given to each new notary applicant to verify their knowledge of the applicable notarial rules and regulations in the District of Columbia. Applies to renewing applicants only if commission has lapsed for one year or more.
Florida	Education Required	Approved 3-hr education course (live or online) required for first-time notaries or lapsed notaries who have never taken an approved course. Course must be taken within one year prior to commission application. Training by approved vendors; Governor's Office offers a free online training course.
Georgia	Not Required	Georgia Superior Court Clerks' Cooperative Authority offers free online training.
Hawaii	Exam Required	Exam is a written, closed-book exam with a minimum passing score of 80%.
Idaho	Not Required	

State Notary Education Requirements – QUICK REFERENCE | NPA Section, National Association of Secretaries of State | Rev. July 2016

- This chart serves as a quick reference to each state's primary notary requirements. Additional details are found in statutes, administrative rules and the commissioning authorities' notary guidelines. This information is subject to change without notice. The user is solely responsible for verifying applicable regulations. For assistance with accessing additional details, you may contact Kathleen@asnnotary.org (NPA Section Member) or visit the Contacts/Resources page of www.NPA-Section.com

Continued... STATE	EDUCATION – EXAM	COMMENTS (If your state commissioning authority offers live or online training that is not noted below, please contact Kathleen@asnnotary.org .)
Illinois	Not Required	
Indiana	Not Required	
Iowa	Not Required	
Kansas	Not Required unless the notary wishes to electronically notarize	
Kentucky	Not Required	
Louisiana	Exam Required	Attorneys licensed to practice law in the state of Louisiana are exempt from the required notary examination. Applicants must complete an exam pre-assessment prior to registering for the state exam. Provisional notaries must pass only the multiple choice and research sections of the exam initially, but must pass all other sections of the exam by 8-1-17 or the commission will expire. Provisional notaries must also attend a notary orientation class.
Maine	Exam Required	Exam is included with the application and is open-book. Renewing applicants take the exam via the online renewal system.
Maryland	Not Required	
Massachusetts	Not Required	
Michigan	Not Required	
Minnesota	Not Required	
Mississippi	Not Required	
Missouri	Education Required	First-time and renewing notaries must take a 3-hour, approved course, online or other method prescribed by the Secretary of State. Training by approved vendors; Secretary of State offers an online training course.
Montana	Exam Required	First-time applicants or renewing notaries whose previous commission expired more than 30 days earlier. Secretary of State must offer a course of study upon which the examination is based. (Please note: applicants are not required to take the course of study, but the Secretary of State is required to offer it.)
Nebraska	Exam Required	Written open-book exam only available from the Secretary of State's Office.
Nevada	Education and Exam Required, Traditional and Electronic Notaries	Mandatory course for new notary applicants, renewing applicants or any renewing applicant who in the preceding four years has been fined for failing to comply with a Nevada statute or regulation. See the website of the Nevada Secretary of State for detailed information about the course of instruction: http://nvsos.gov/index.aspx?page=542
New Hampshire	Not Required	
New Jersey	Not Required	
New Mexico	Not Required	Free online training video provided by the Secretary of State.
New York	Exam Required	First-time applicants must take a one hour, closed-book, proctored exam. Attorneys licensed to practice in New York are exempt from taking the exam.

State Notary Education Requirements – QUICK REFERENCE | NPA Section, National Association of Secretaries of State | Rev. July 2016

- This chart serves as a quick reference to each state's primary notary requirements. Additional details are found in statutes, administrative rules and the commissioning authorities' notary guidelines. This information is subject to change without notice. The user is solely responsible for verifying applicable regulations. For assistance with accessing additional details, you may contact Kathleen@asnnotary.org (NPA Section Member) or visit the Contacts/Resources page of www.NPA-Section.com

<i>Continued...</i> STATE	EDUCATION – EXAM	COMMENTS <i>(If your state commissioning authority offers live or online training that is not noted below, please contact Kathleen@asnnotary.org.)</i>
North Carolina	Exam and Education Required	6-hour, state-approved course, classroom environment offered by all community colleges and select other institutions and written state-approved exam. Education course is required for first time applicants and NOT required for anyone licensed by the North Carolina State Bar. Both first-time applicants and renewing notaries must take the exam. Training provided through North Carolina's community college system.
North Dakota	Not Required	
Ohio	Not Required	
Oklahoma	Not Required	
Oregon	Exam and Education Required	3-hour, state-approved, online or classroom environment course and open-book online exam. New applicants and renewing notaries whose commissions have lapsed or will lapse before renewal forms are received by the Secretary of State are required to complete the education course. Training by approved vendors; free online and live training offered by the Secretary of State.
Pennsylvania	Education Required	New and renewing notaries must take a 3-hour, state-approved course, online or classroom environment, within 6 months prior to commission application. Training by approved vendors.
Rhode Island	Not Required	
South Carolina	Not Required	Free live training provided by the Secretary of State (2013).
South Dakota	Not Required	
Tennessee	Not Required	
Texas	Not Required	Various free educational materials including online video and PowerPoint presentation provided by the Secretary of State.
U.S. Virgin Islands	Not Required	
Utah	Exam Required	Open-book, online exam. See the website of the Utah Lt. Governor for information about the exam and for a printable study guide: http://notary.utah.gov/resources.html
Vermont	Not Required	
Virginia	Not Required	
Washington	Not Required	
West Virginia	Not Required	
Wisconsin	Not Required	Department of Financial Services offers a free online Notary Public Tutorial on its website: https://www.wdfr.org/apps/NotaryTutorialExam/TableOfContents.aspx
Wyoming	Not Required	See the website of the Wyoming Secretary of State for the Self-Help Test: http://soswy.state.wy.us/Forms/NotariesPublic/WYNotaryTest.pdf