Notice to Schedule Examination

Coronavirus Information - For information on rescheduling and site closings click here.



To: **candidates_first_name** **candidates_last_name**

You are now ready to schedule your **package_description** examination. The scheduling website is listed below. Be sure to complete all the information required when scheduling. You will receive confirmation of your examination date and site by email.

If you have any questions regarding your registration, please contact Meazure Learning at (919) 572-6880.

SCHEDULING WEBSITE

Link: assessments.meazurelearning.com/registration

Username: **candidates_username**
Password: **candidates_password**

(Note: The password above is for scheduling only and is not the password

needed to access your test(s) at the testing center.)

Please Note: This exam will be taken at your home or office on your own personal computer via Live Remote Proctoring (LRP). Please review the requirements below.

IMPORTANT ADDITIONAL INFORMATION

Requirements

You must meet the following requirements to test via LRP:

General:

- You must be alone in the room throughout the test.
- You are required to have a webcam installed on your exam workstation and reliable access to the Internet. An Internet connection disruption will suspend the test session.
- PC computers are recommended; however, MACs are also acceptable
- Please Note: Chromebooks, tablets, iPads, dual/multiple monitors, and projectors are not permitted to be used as a testing device.

Technical/Software:

- You must use a computer with admin access
- To review the system requirements, <u>click here</u>.

System Preparation

The examination will be administered in Guardian Browser. You will need to download the browser prior to your exam appointment. Below are links to download and learn more information.

- Download Guardian Browser
- View Help Center articles
- <u>View video tutorial of Live Remote Proctor experience using the Guardian Browser</u>

Please Note

Please note: this exam is delivered via Live Remote Proctoring (LRP). By taking this exam, you are attesting that you understand that your examination session, including video, is recorded and may be saved for up to one year. The recordings will be deleted no later than one year after the exam date. By agreeing to take this exam, you agree to have your examination session recorded and reviewed by the

Identification

You are required to present a valid, government-issued photo ID (e.g., driver's license, passport, state-issued ID card) on exam day; please ensure that your **first** and **last** name on the valid, government-issued photo ID EXACTLY match your **first** and **last** name as they appear on the scheduling screens. If your **first** and **last** names are incorrect, please contact NATE at 877-

testing agency and testing program owners.

Please note: A room scan will be required before the exam can begin so please be sure that your webcam can be rotated to view the entire room and workspace.

Please note: The use of two blank sheets of scratch paper **is** permitted. Scratch paper is subject to inspection by the proctor and must be destroyed after the exam is completed. The use of the calculator built in to the exam system **is** permitted; however, the use of a handheld calculator is **not** permitted. Breaks are **not** permitted during the exam.

420-6283 immediately. If you have more than one last name listed on your government-issued ID, the same last names must be reflected on your confirmation email.

Rescheduling

You may reschedule your LRP appointment when necessary via Meazure Learning's LRP partner's scheduling system at least 24 hours before your scheduled appointment.

If you wish to change your exam to in-person testing and you have not scheduled your exam, please reach out to NATE directly at 877-420-6283. If you wish to change your exam to in-person testing and you have scheduled your exam, please log in to the scheduling page and cancel your appointment and then contact NATE directly at 877-420-6283.

Confirmation

Be sure to complete all the information required on the scheduling pages. You will receive the general test administration rules and instructions via your confirmation email. If you do not receive this confirmation within two (2) business days of submitting your request, please contact Meazure Learning at (919) 572-6880.

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