

## **Exam fees are non-refundable and non-transferable**

**Your registration will be invalid, you will not be able to take the examination as scheduled, and you will forfeit your examination fee, if you:**

Do not cancel your appointment 24 hours before the scheduled examination date.

Do not appear for your examination appointment or Arrive after examination start time

Do not present proper identification when you arrive for the examination.

**The following security procedures will apply during the examination:**

No notes or books will be allowed (We do not have an Information Bulletin for the EA.) You may not exit the building during the examination.

Cell phones, pagers, and children are never allowed in the examination site.

No smoking, eating, or drinking will be allowed in the examination center.

Copying or communicating examination content is a violation of security regulations. Either one may result in the disqualification of examination results and may lead to legal action under copyright laws.

**You must provide a proper form of identification. One must be a VALID form of government-issued identification (Driver's License, State ID, Passport) which bears your signature and has your photograph or a complete physical description.**

**A second ID may be required and must have your signature and preprinted legal name. All identification provided must match the name on the registration form and your Examination Eligibility Form.**

Please see the identification rules for your particular examination.

**Failure to provide ALL of the required identification at the time of the examination is considered a missed appointment and you will not be able to take the examination at that time and you will forfeit your examination fees.**

**NOTE: If you recently changed your name, or if your last name includes a generation indicator (e.g., Jr., III), be sure that your name is the same on your education verification, your examination registration form, and your 2 forms of identification.**