

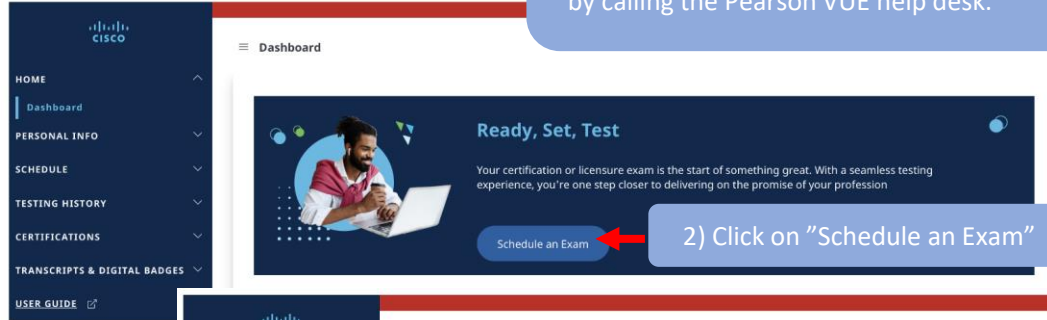
# How to Register for Your Exam at Pearson VUE



# How to Schedule Cisco Certification Exam

**NOTE:** You can register online at <http://www.pearsonvue.com/cisco>, on Cisco Certification Tracker portal at <https://cp.certmetrics.com/cisco/en/login> or by calling the Pearson VUE help desk.

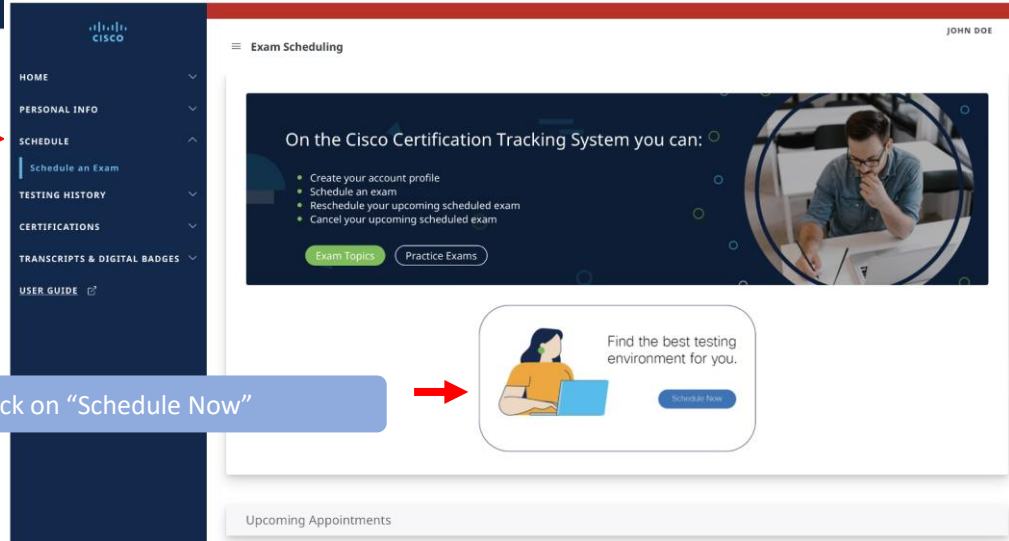
1) Option 1: From the "Dashboard"



2) Click on "Schedule an Exam"

1) Option 2: Click on "Schedule"

2) Click on "Schedule an exam"



3) Click on "Schedule Now"

# How to Schedule Cisco Certification Exam(s)

1) Click on "View Exams"



The screenshot shows the Cisco dashboard interface. At the top left is the Cisco logo. Below it is a navigation sidebar with icons for home, search, and other functions. The main content area is titled "Dashboard" and contains several sections:

- Schedule an exam**: This section includes an "Exam catalog" and a prominent blue button labeled "View exams". Below this is a dropdown menu with the text "Do you have a private access code?" and a link "What is this?".
- View an upcoming test center appointment**: This section states "You do not have any appointments scheduled."
- My account**: A sidebar on the right containing links for "My profile", "Additional information", "Preferences", "Exam history", "View score reports", and "My receipts".
- NEW! Practice Exam & Exam Bundles**: A promotional banner for exam bundles, including a "Practice Exam & Exam Bundles" section with a "learn more >>" link.

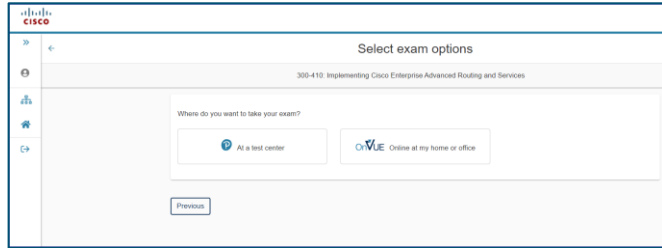
At the bottom of the page, there are links for "Terms", "Privacy", and "Contact", along with a copyright notice: "Copyright 1996-2022 Pearson Education Inc. or its affiliate(s). All rights reserved."

# Pearson VUE Registration – Select Your Exam

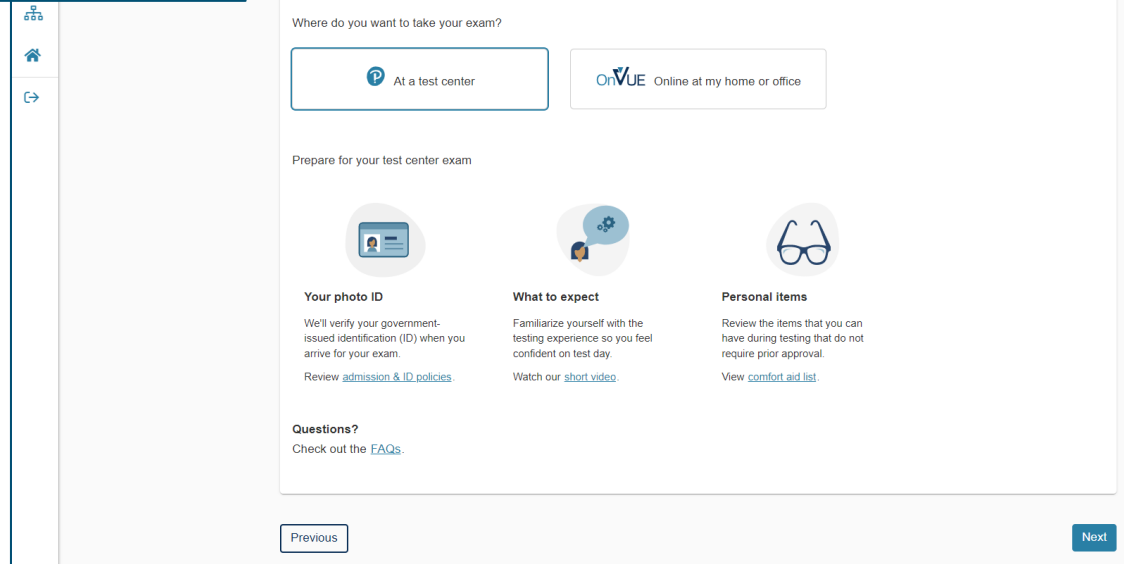
- ✓ Find an exam you wish to take.

The screenshot shows the Pearson VUE registration interface. At the top left is the Cisco logo. A navigation sidebar on the left contains icons for a double arrow, a person, a group of people, a house, and a refresh symbol. The main content area is titled 'Find an exam'. Below the title is a search bar with the placeholder text 'Find an Exam:' and a 'Go' button. A dropdown menu is open, showing the question 'Do you have a private access code?' with a downward arrow and a link 'What is this?'. Below this, a paragraph of text reads: 'To schedule an exam, open the group the exam is assigned to by clicking on the group name. Only one group may be opened at a time.' At the bottom, there are two buttons: 'Proctored Exams' and 'Online Unproctored Exams', each with a right-pointing arrow.

# Pearson VUE Registration – Select Exam Option



✓ Select your preferred test option



# Pearson VUE Registration – Select Exam Language

## Select Exam Language

200-301: Cisco Certified Network Associate

What is your preferred language for the exam?

English

Japanese

[Previous](#) [Next](#)

- ✓ Select the Exam Language you prefer to take your exam in.

Home My Profile My Order Sign Out

Signed in as: Jaal K Featherly  
Cisco ID: ID Pending

### Exam Details

**Exam:**  
100-105: Interconnecting Cisco Networking Devices Part 1  
[View Testing Policies](#)

**Price\*:**  
USD 165.00

**Language:**  
English

\*Prices listed are based on today's date and do not include local taxes which may be applicable.

[Previous](#) [Schedule this Exam](#)

# Pearson VUE Registration – Accept Terms & Conditions

## Additional Questions from Cisco Systems, Inc.

200-301: Cisco Certified Network Associate

Required information is marked with an asterisk (\*).  
Enter information on this page in the Roman alphabet. (Alphanumeric)

Do you accept the terms and conditions of the Cisco Certification and Confidentiality Agreement? Registration cannot be completed if you refuse. If you accept now, but refuse when you sit for this exam, it will be terminated and your entire exam fee forfeited. For further information:  
<http://www.cisco.com/web/learning/downloads/certificationNDA.pdf>

Yes, I accept

No, I do not accept

Fields in bold cannot be edited online. Please contact [customer service](#) to update this information.

[Previous](#) [Next](#)

✓ Accept the Terms & Conditions for the Cisco Certification Program.

# Pearson VUE Registration – Choose Your Test Center

## Test Center Search

200-301: Cisco Certified Network Associate

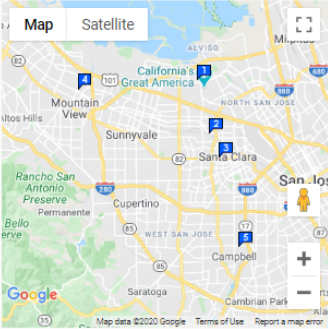
★ MILITARY COMMUNITY looking for on-base test centers, please [click here](#).

You can select up to three test centers to compare availability.

**Helpful hints:**

- The test center information link may provide directions, parking, wheelchair support or other physical access considerations.
- Distance (mi/km) is a straight line calculated from the center point of your search criteria and does not reflect driving distance.

Test Center	Distance <a href="#">Show km</a>
<input type="checkbox"/> <b>A&amp;A Computers, Inc.</b> 1600 Wyatt Drive Suite 3 Santa Clara, California 95054 United States <a href="#">Test Center Information</a>	2.6 <a href="#">mi</a>
<input type="checkbox"/> <b>Sicher Global Solutions Inc</b> 2292 Walsh Ave Santa Clara, California 95050 United States <a href="#">Test Center Information</a>	3.6 <a href="#">mi</a>
<input type="checkbox"/> <b>Questivity Inc</b> 1680 Civic Center Drive Suite E Santa Clara, California 95050	4.4 <a href="#">mi</a>



✓ Choose your preferred test center.



# Pearson VUE Registration – Choose Your Appointment Date

### Choose Appointment

200-301: Cisco Certified Network Associate

**A&A Computers, Inc.**  
1600 Wyatt Drive  
Suite 3  
Santa Clara, California 95054  
United States

[Change Test Centers](#)

#### Select Date

[Why can't I find an available appointment?](#)

< March 2020 >

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Select a date from the calendar. Only available dates can be selected.

Available start times: Friday, March 6, 2020 at A&A Computers, Inc.  
Times shown in: America/Los\_Angeles - PST [Show 24-hour](#)

Morning	Afternoon
09:00 AM	01:00 PM
09:15 AM	
09:30 AM	
09:45 AM	
10:00 AM	
10:15 AM	

✓ Choose your preferred appointment date and time.

# Pearson VUE Registration – Review Your Order

## Cart

[Review and confirm](#) contact information to avoid issues on test day.

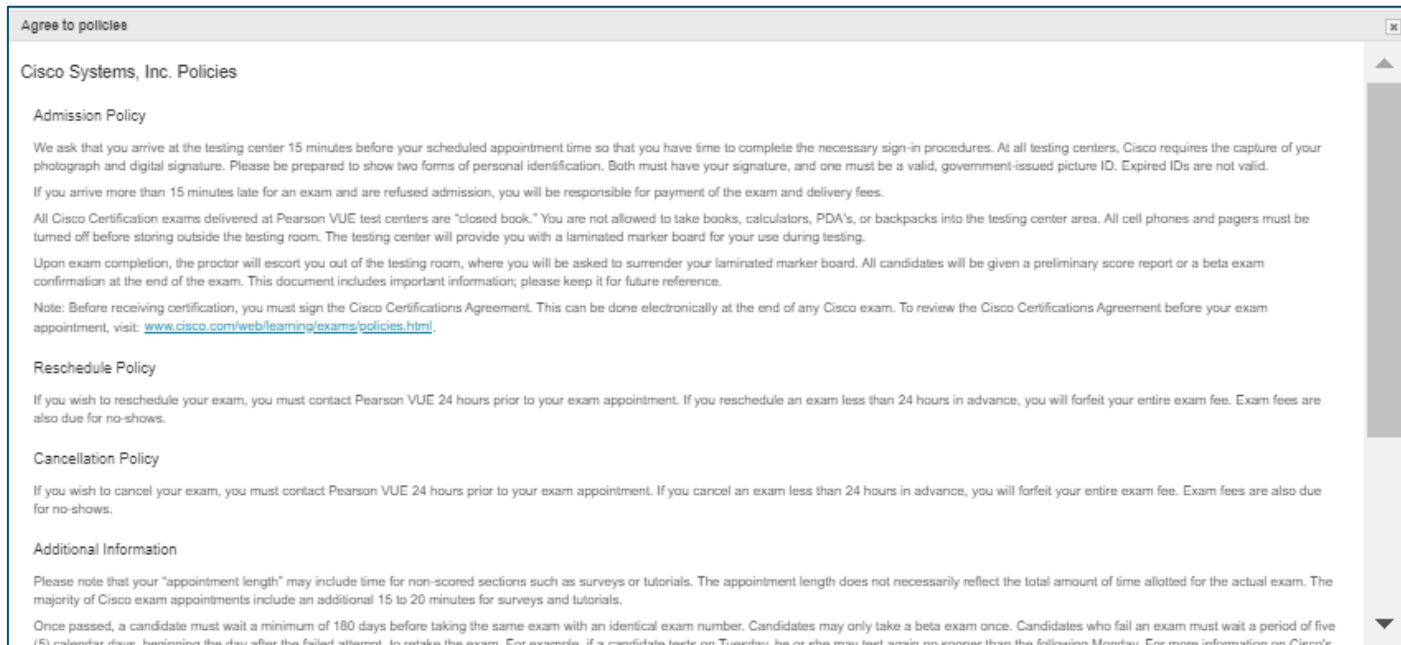
Description	Details	Price	Actions
<b>Exam</b> 200-301: Cisco Certified Network Associate  Language: English Exam Length: 140 minutes	<b>Appointment</b> Friday, March 6, 2020 Start Time: 09:00 AM PST <a href="#">Change Appointment</a>  <b>Location</b> A&A Computers, Inc. 1600 Wyatt Drive Suite 3 Santa Clara, California 95054 United States <a href="#">Change Test Center</a>	300.00	<a href="#">Remove</a>

You must schedule all pre-authorized exams before you can proceed to pay.

[Add Another Exam](#)

✓ Review and confirm your selection and Proceed to Checkout

# Pearson VUE Registration – Checkout & Agree to Policies



The screenshot shows a browser window titled "Agree to policies". The main heading is "Cisco Systems, Inc. Policies". There are three main sections: "Admission Policy", "Reschedule Policy", and "Cancellation Policy", each followed by a paragraph of text. At the bottom, there is an "Additional Information" section with two paragraphs. A vertical scrollbar is visible on the right side of the content area.

**Agree to policies**

## Cisco Systems, Inc. Policies

### Admission Policy

We ask that you arrive at the testing center 15 minutes before your scheduled appointment time so that you have time to complete the necessary sign-in procedures. At all testing centers, Cisco requires the capture of your photograph and digital signature. Please be prepared to show two forms of personal identification. Both must have your signature, and one must be a valid, government-issued picture ID. Expired IDs are not valid.

If you arrive more than 15 minutes late for an exam and are refused admission, you will be responsible for payment of the exam and delivery fees.

All Cisco Certification exams delivered at Pearson VUE test centers are "closed book." You are not allowed to take books, calculators, PDA's, or backpacks into the testing center area. All cell phones and pagers must be turned off before storing outside the testing room. The testing center will provide you with a laminated marker board for your use during testing.

Upon exam completion, the proctor will escort you out of the testing room, where you will be asked to surrender your laminated marker board. All candidates will be given a preliminary score report or a beta exam confirmation at the end of the exam. This document includes important information; please keep it for future reference.

Note: Before receiving certification, you must sign the Cisco Certifications Agreement. This can be done electronically at the end of any Cisco exam. To review the Cisco Certifications Agreement before your exam appointment, visit: [www.cisco.com/web/learning/exams/policies.html](http://www.cisco.com/web/learning/exams/policies.html).

### Reschedule Policy

If you wish to reschedule your exam, you must contact Pearson VUE 24 hours prior to your exam appointment. If you reschedule an exam less than 24 hours in advance, you will forfeit your entire exam fee. Exam fees are also due for no-shows.

### Cancellation Policy

If you wish to cancel your exam, you must contact Pearson VUE 24 hours prior to your exam appointment. If you cancel an exam less than 24 hours in advance, you will forfeit your entire exam fee. Exam fees are also due for no-shows.

### Additional Information

Please note that your "appointment length" may include time for non-scored sections such as surveys or tutorials. The appointment length does not necessarily reflect the total amount of time allotted for the actual exam. The majority of Cisco exam appointments include an additional 15 to 20 minutes for surveys and tutorials.

Once passed, a candidate must wait a minimum of 180 days before taking the same exam with an identical exam number. Candidates may only take a beta exam once. Candidates who fail an exam must wait a period of five (5) calendar days, beginning the day after the failed attempt, to retake the exam. For example, if a candidate tests on Tuesday, he or she may test again no sooner than the following Monday. For more information on Cisco's

✓ Agree to Policies: You must agree to the Cisco Policies – check the box to proceed to Checkout.

# Pearson VUE Registration – Checkout Step 1

Enter payment and billing

Order Total

Subtotal: 300.00

Estimated Tax: 0.00

ESTIMATED TOTAL DUE: **USD 300.00**

[Add Voucher or Promo Code](#) [What is this?](#)

Voucher/Promotion Code:

CLC012345678

Apply

Enter payment and billing

Order Total

Subtotal: 300.00

Estimated Tax: 0.00

Voucher: -300.00

Remove

ESTIMATED TOTAL DUE: **USD 0.00**

Required information is marked with an asterisk (\*).

Previous Next

- ✓ Checkout – Step 1: Open the “Voucher/Promotion Code” field and enter your Cisco Learning Credits Exam Voucher Code.

# Pearson VUE Registration – Checkout Step 2

Almost there...

Description	Details	Price
<b>Exam</b> 200-301: Cisco Certified Network Associate  Language: English Exam Length: 140 minutes	<b>Appointment</b> Friday, March 6, 2020 Start Time: 09:00 AM PST  <b>Location</b> A&A Computers, Inc. 1600 Wyatt Drive Suite 3 Santa Clara, California 95054 United States	300.00

<b>Exams for</b>	<b>Order Total</b>
Name: Mai D Vang	Subtotal: 300.00
Cisco ID: CSCO13437988	Tax: 0.00
	Voucher: -300.00 <i>Cisco PUR 100% CSV Cert 2.0 Exams 0220</i>
	<b>TOTAL DUE: USD 0.00</b>
	<hr/> USD 0.00

[Previous](#) [Cancel Order](#)

TOTAL DUE: USD 0.00 [Submit Order](#)

- ✓ Checkout – Step 2:  
Confirm your exam details and appointment date/time is correct.
- ✓ Submit Order

# Pearson VUE Registration – Checkout Step 3

You are booked!

Order #: 0000-2826-2694

An email confirmation has been sent to: janedoe@cisco.com

[Return to Dashboard](#)

Description	Details	Order Information
<b>Exam</b> Exam: Demo Exam  Language: English Exam Length: 30 minutes	<b>Appointment</b> Saturday, February 29, 2020 Start Time: 12:00 PM CST  <b>Location</b> AO_ST2_SM PJDummy Test Center <a href="#">Test Center Information</a>	<b>Order Number/Invoice</b> 0000-2826-2694 <b>Registration ID</b> 5991564 <b>Status</b> Scheduled

- ✓ Checkout – Step 3: Summary of order. An email confirmation will be sent to your email.

# Pearson VUE Registration Complete

## Dashboard

You have successfully scheduled your exam.

### Upcoming Appointments

Saturday, February 29, 2020

[Exam: Demo Exam](#)

VUE | Client 1 Exams

Exam Catalog

- [Exam: Demo Exam](#)

### My Account

- > [My Profile](#)
- > [Account Sign In](#)
- > [Preferences](#)
- > [Exam History](#)
- > [View Score Reports](#)
- > [My Receipts](#)

- ✓ Your exam registration is now complete and your exam appointment is confirmed. You will receive email confirmations of your appointment.
- ✓ Good luck on your exam!

