

HOW TO: Schedule your Registration Examination

STEP ONE:

- Confirm with your regulatory college your eligibility to write the registration examination.
- Inform your regulatory college of your intention to write the registration examination during the upcoming test administration.
- Obtain your unique personal examination identification number from your regulatory college.

STEP TWO:

- Go to: <https://monitoredusched1.com/schedule-an-exam>

STEP THREE:

- Select your organization (CRPO or CCTPEI).
- Follow the prompts to complete the “proctored exam scheduling” form.
 - Use the dropdown menus and calendar to schedule your preferred examination administration time.
 - Use the fillable form to complete credit card information to pay for your examination

STEP FOUR:

- A confirmation e-mail arrives in your inbox.
- Protect this date in your calendar.