

# **NEW Exam Information!**

*Please carefully read processes below*

Updates 3/25/21

## **STEP 1**

- Complete, sign and submit your [2020 CBT Exam Application](#) to the UOCP Office.
  - Mail application, payment and supporting documents to:  
**NMED-UOCP at PO Box 5469, Santa Fe NM 87502**

## **STEP 2**

- **IF you have been 'Approved'** for an Exam, please check your email for a notification delivered by "[UOCP.Certification](#)" with information to schedule your exam, with a complete list of the Testing Centers available. For prompt assistance in scheduling your exam please be sure to:
  - Select and send email to the Testing Center of your choice and ...  
Add "**NMED Exam**" in the subject line
  - And include a good telephone number where you can easily be reached
- **IF you have not received an email**, your application may still be in review for approval.
  - New batches of 'Exam Approvals' are expected to be sent out **bi-weekly starting March 22<sup>nd</sup>**. Check  
Exam scheduling is subject to change due to the uncertainty of the COVID-19 Pandemic and closures. Thank you for your patience!

## **STEP 3**

- As soon as your request is received, **a staff member from the Testing Center** will call or email you within **24-48 hours** to schedule a date and time for your exam.

## **Final STEP**

- You will receive your immediate score upon completing the exam.
- Within **2-4 weeks** you will receive your passing packet and/or fail notifications sent to your email on file.