

# Ready To Test Checklist

A GUIDE TO AMT CERTIFICATION TESTING PROCEDURES

## 01 Get Approved



AMT will process and approve your application.



When approved, you will receive an email that you are ready to test!



Visit My Homepage on the AMT website.



Download and print your **Authorization to Test Letter**.

## Schedule Your Exam 02



Schedule your exam to ensure your preferred time, date and location are available.



Testing is done at secure Pearson VUE testing centers. Schedule your exam online at [www.pearsonvue.com/amt](http://www.pearsonvue.com/amt) or by calling Pearson VUE at ☎ 888-846-6941.

Need to cancel or change your scheduled exam time? To avoid rescheduling fees, do so more than 24 hours before the time of your exam.

## 03 Prepare for Your Exam



**Online practice exams** are an excellent tool to help prepare for the exam with questions designed and written to familiarize yourself with the exam.

available for

RMA, RPT, MT, MLT



Increase your Chance at **Success**



**Exam Content Outlines** are available free of charge.



The **Medical Assistant Review Course** is an intensive 13 hour online course covering the key concepts medical assistants learn and use in their profession.

Practice helps to ease exam anxiety, boost confidence & focus studies.

## Taking Your Exam 04

### THE DAY BEFORE

Prepare everything you need to bring with you, including:



Your Authorization to Test letter.



Two forms of ID such as a drivers license or state ID, Military ID or Passport.

- Both IDs must match the name on your Authorization to Test Letter.
- Both IDs must show your signature
- At least one ID must have a photograph.



Get a good night's sleep.

### THE DAY OF



Eat a healthy breakfast.



Arrive at least 30 minutes before your scheduled exam time.



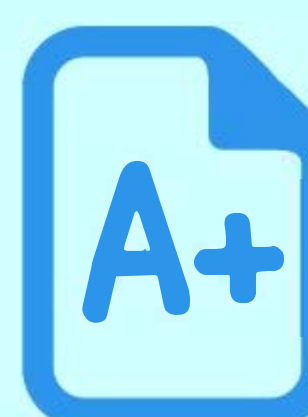
**Good Luck!**

Questions regarding what IDs you can bring to your exam? Call Pearson VUE at 888-846-6941.



**Reminder:** If you arrive late, don't show or cancel less than 24 hours before the exam time you will need to pay a rescheduling fee before you can take the exam.

## 05 After the Exam



You will find out your score immediately.



If you pass the exam, you will receive an official certificate and card in the mail.

**Congratulations!**

### Retesting Information

If you receive a failing score and wish to retest, you must submit the Examination Retake Form available on AMT's website or call AMT to pay the retest fee. A retake is permitted no sooner than 45 days from the date of the previous attempt.