**MY EXAMINATION: Tip Sheet**

*My Examination launches in late August—are you ready?*

**BENEFITS OF MY EXAMINATION:**
In addition to being able to schedule appointments, candidates will have easy access to score reports, exam history, rolling clock dates, authorization to test information, and more.

**THE BLACKOUT BREAKDOWN:**
- To prepare for My Examination, there will be an **estimated eight-week blackout starting 1 July 2013**.
- During this time, exams cannot be administered or scheduled, and registration boards cannot create eligibilities for exam candidates.
- The last day to take an exam before the blackout will be **30 June 2013**.
- The last day to contact Prometric to receive authorization to test/candidate ID numbers will be **30 June 2013**.
- Exams may be scheduled immediately following the blackout period, which is expected to end in late August.
- NCARB will grant an **automatic 12-week extension** to the rolling clock and is working with jurisdictions to ensure all candidates receive the same extension.

**TIPS TO PREPARE FOR THE LAUNCH OF MY EXAMINATION:**
- Review your exam plan to see if the blackout will impact you.
  - Contact the state board if your jurisdiction has its own rolling clock rules.
  - If you have passed exam divisions prior to 2006 and have not completed the ARE, you will need to pass all remaining divisions by 1 July 2014 to prevent those divisions from expiring.
  - If your rolling clock is set to expire *prior to the blackout*, the extension does not apply, so it’s recommended that you schedule and take their exams before their rolling clock expiration date.
- Update personal information with your state board before the blackout. Staff at your state board will not have access to the candidate database during the blackout.
- Check that status of your NCARB Record. You will need an NCARB Record post-blackout to continue testing.
  - No additional cost to active NCARB Record holders.
  - For a limited time, NCARB will waive the reactivation fee for inactive Record holders post-blackout. To gain access, inactive Record holders will only pay the $75 renewal fee.
  - Currently testing non-Record holders will receive one year of free access, but will then be required to pay an annual $75 renewal fee to maintain access.
- Continue to study for the exams. There will be no changes to the content post-blackout.
  - On **1 May 2013**, NCARB launched a cloud-based ARE practice program for 64-bit machines. The service is available for just $10/year.
- Get familiar with the many available **resources** on My Examination.
- Over the next few months, NCARB will have more information about the new ARE system, processes, blackout, and preparation resources. **Subscribe** to ARE Updates to receive notification when new information is available.

For the latest information, visit [http://ncarb.org/ARE/ARE-Portal.aspx](http://ncarb.org/ARE/ARE-Portal.aspx), or contact NCARB customer service at 202/879-0520 or customerservice@ncarb.org.