Scheduling Your Exam

Go to the website [www.ncctinc.com/certifications](http://www.ncctinc.com/certifications) and click on Phlebotomy Technician or Medical Assistant and follow the instructions.

On the next page click “1A” then click “Apply For Certification”

1. Create a Username and Password
2. Complete the Personal Information Form
3. Verify your email address
4. Eligibility
   - Select “1A Current Student…”
   - Select “Yes” – I am currently attending...
   - Select “Yes” – I have a Test Site Code
   - Select “Certification/Diploma”
5. Enter the Test Site Code and exam date
   - Your test date must be at least 14 days in the future
6. Check that you are not an instructor

7. Check if you will require accommodation and click “Continue”
8. Click “Continue” to agree with the Code of Ethics
9. Check the boxes that apply
10. Check that you understand the refund policies
11. Enter the billing code provided by CalRegional (800) 927-5159
    Enter your billing information to complete the registration process

If you have any issues registering, contact NCCT at (800) 875-4404.