



BOOKING YOUR SECURITY CERTIFICATION EXAMINATION

The examination associated with this distance learning course is *available worldwide* and can be purchased directly from Thomson Prometric, via a network of approved test and examination centres. Booking and taking the examination *is very straightforward*, and these instructions tell you *exactly what to do*.

Full instructions on how to locate a test centre, check availability, date & time etc, find out exam prices or to book your exam are all provided below, as part of the total service that you get from IT Governance Ltd.

Locating a Test Centre

To locate your local test centre – whether you want to check times & availability for the exam or to book the examination itself - either ring one of the numbers listed below, or visit the Prometric website (www.prometric.com).

Please see below for instructions on how to make telephone contact. Each examination has its own specific number that identifies the exam, and these are also listed below.

The identifying numbers for the each of the certification examinations are as follows:

<u>Course title</u>	<u>Examination number</u>	<u>Provider</u>
Certified Ethical Hacker (CEH)	EC0-350	EC-Council
Certified Wireless Network Associate (CWNA)	PW0-100	CWNP
CompTIA Security+	SY0-101	CompTIA
MCSE Windows 2003 Security ¹	70-290, 70-291, 70-293, 70-294, 70-270, 70-298, 70-299, SY0 – 101	Microsoft

¹ The MCSE Windows 2003 Certification consists of a number of modules, each of which has an attached examination. All the relevant exam codes are listed in this table.



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Country-by-country contact telephone numbers for Thomson Prometric examination centres (toll free number, followed by standard number):

Austria	0800 298 582	+31 320 23 9893
Australia	1 300 368 785	N/A
Belgium	0800 1 7414	+31 320 23 9892
China	N/A	88610-62799911
Denmark	802 40 830	+31 320 23 9895
Eastern Europe	N/A	+31 320 23 9895
Finland	800 93343	+31 320 23 9895
France	0800 807790	+31 320 23 9899
Germany	0800 1839 708	+31 320 23 9891
Guam	N/A	61 2 9640 5851
Hong Kong	800-96-6375	N/A
India	N/A	0124-4147760
Indonesia	N/A	+61 2 9640 5894
Ireland	1800 626104	+31 320 23 9897
Israel	800 9242007	+31 320 23 9895
Italy	800 878441	+31 320 23 9896
Japan	0120-347737	N/A
Latin America	N/A	+1-443-751-4300
Netherlands	0800 0227584	+31 320 23 9890
New Zealand	0800-44-1603	N/A
Norway	800 30164	+31 320 23 9895
Malaysia	1800 18 3377	N/A
Philippines	1-800-1-611-0126	N/A
Poland	00800 4411321	+31 320 23 9895
Portugal	0800 203589	+31 320 23 9985
Russia	(+7 095) 580 9456	+31 320 23 9895
Singapore	800-616-1120	N/A
Spain	900 151210	+31 320 23 9898
Sweden	0200 117023	+31 320 23 9895
Switzerland	0800 556 966	+31 320 23 9894
South Africa	0800 575575	+2711 7130605
Taiwan	008-0161-1142	N/A
Thailand	N/A	+61 2 9640 5875
Turkey	800 44914073	+31 320 23 9895
United Kingdom	0800 592 873	+31 320 23 9895
United States	800-207-3926	N/A

If your country is not listed above, you could call one of the following numbers:

- EMEA +31 320 239 800
- East Asia / Pacific +61-2-96405830
- Americas +1-443-751-4300.



BOOKING YOUR SECURITY CERTIFICATION EXAMINATION

Locate a Test Centre by using the Prometric website:

The URL of the Prometric website is <http://www.prometric.com/>

Open the Prometric website in your default web browser and take the following steps to locate a test centre.

1. On the Prometric homepage in the “For Takers” box select information technology (IT) certification from the first drop down menu. In the second drop down menu select the exam provider (as listed in the box with the exam numbers above). Then press the go button in the “For Takers” box.
2. You will now be on a page containing the following options: schedule, reschedule, cancel or confirm exam, locate a testing centre & update my info/view my testing history. Click locate a testing centre.
3. A page will now be presented on your screen containing multiple options such as locate a test site, schedule an appointment etc. Click on locate a test site.
4. Another page will now appear requesting you enter the country in which you wish to take the examination. Select the appropriate country and state (if applicable), then click the “Next” button.
5. You will now be presented with information regarding exam provider, and their qualifications. Click the “Next” button on this page.
6. On the next page you will be asked to choose the type of examination you want. Do this by using the numbers for the exams provided above and then clicking the “Next” button. A full list of all the test centres in the country / state will now be presented on screen.

Check for Available Dates & Times

Check available dates and times to take the examination by first locating your most convenient test centre by following the steps above.

Once you have located the most convenient test centre, you can proceed to check the available dates and times to take the exam following the steps detailed below:

1. Click the “Schedule Appointment” link beside the test centre you have chosen.
2. You will now be asked to log into the web site using a username and password. If you are a new user of the Prometric website you will have to click on the appropriate button to create a profile. If not, just log in using your existing Prometric username and password.
3. Once you have logged in to the website you will be presented with a calendar showing the available dates for you to take the exam at the test centre of your choice. To see the available times on any specific day click on the appropriate date on the calendar. A list of available times will now be displayed in the box beside the calendar.



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Book and Pay for the Exam

Use the steps above to select the centre, time and date you would like to attend to take your examination. Now click the “Next” button at the bottom of the screen.

You will now be on a screen summarising your exam booking details. Once you have checked the details scroll further down the screen and fill in your payment details.

Once this is done, read the “Data privacy policy” at the bottom of the screen and put a mark in the “I agree” radio button. Then press the “Commit Registration” button.

Congratulations - you have just booked your exam!

Good luck.