PSI

PSI provides Candidates an interactive and paperless approach to expedite their examination process.

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Create An Account

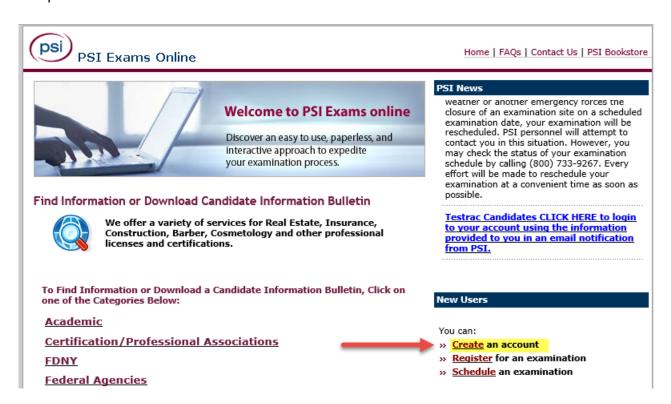
Website: https://candidate.psiexams.com/

New Users:

Click on Create Account

Important - The name you enter <u>must match</u> the name that is on your registration email notice

NOTE: If you have already created an account in the PSI system, type in your email address and password.



Fill out the required fields*

Email Address

First Name

Last Name

Create Password

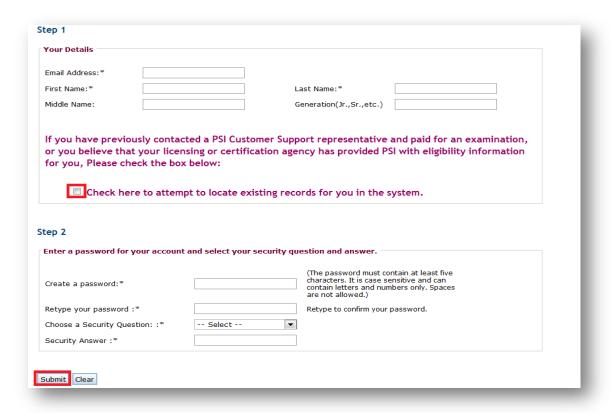
Retype your password

Choose security question

Security answer

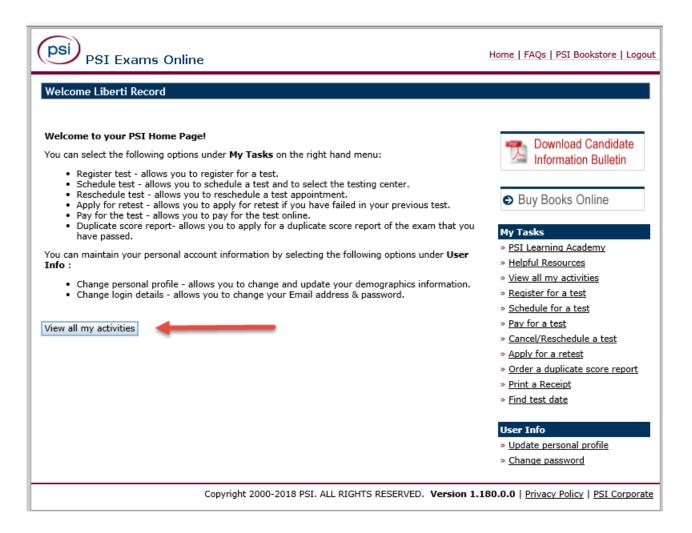
Mark the "Check here to attempt to locate existing records for you in the system." box

After you have completed these steps, you will need to complete the process by clicking on the "Submit."

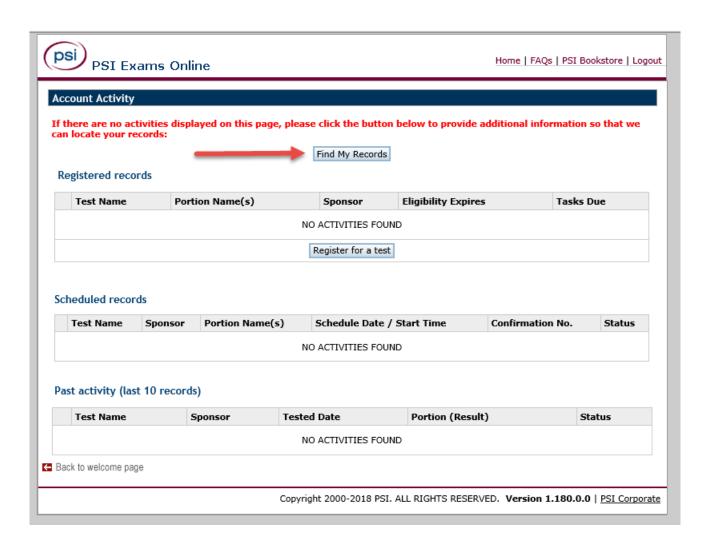


Schedule Your Exam

Once you have logged in, click on "View all my activities"



If there are no activities displayed, please click on "Find My Records" to provide additional information.



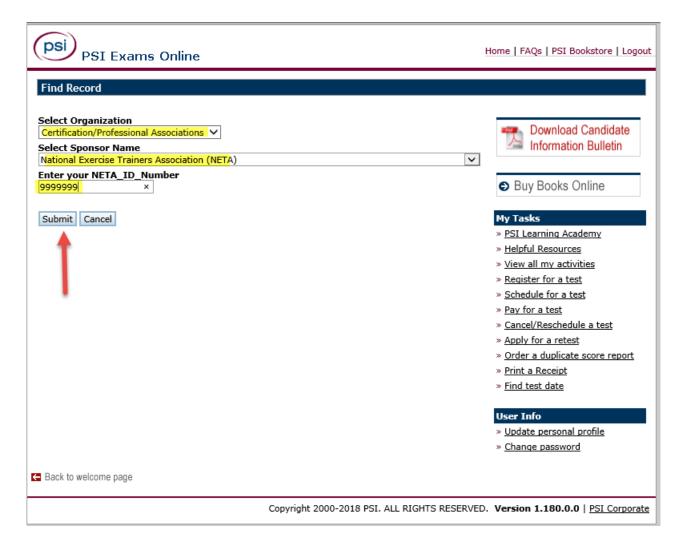
Select the following from drop down menus.

Select Organization = Certification/Professional Associations

Select Sponsor Name = National Exercise Trainers Association (NETA)

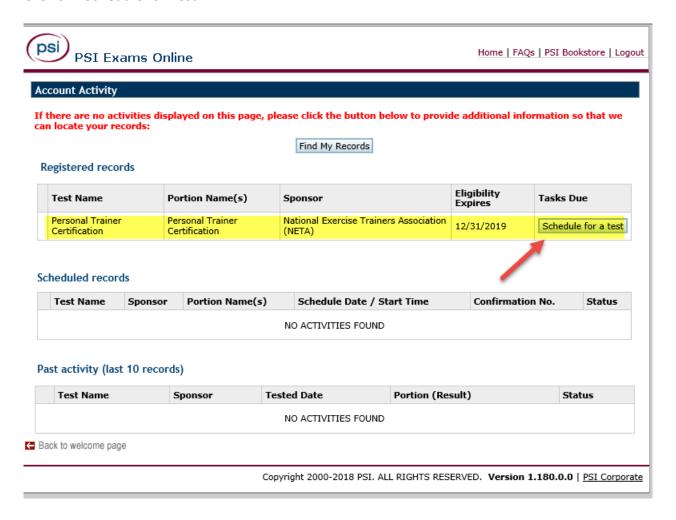
Enter your NETA ID Number

Click Submit

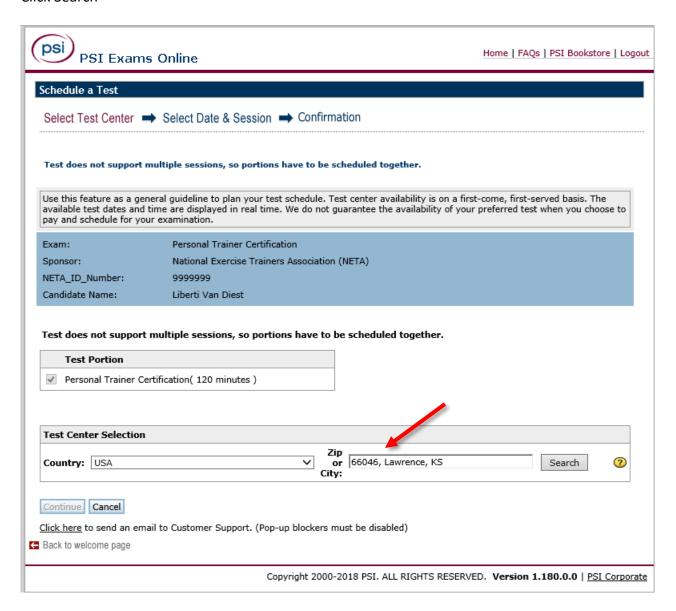


The account activity page should now display your registered records.

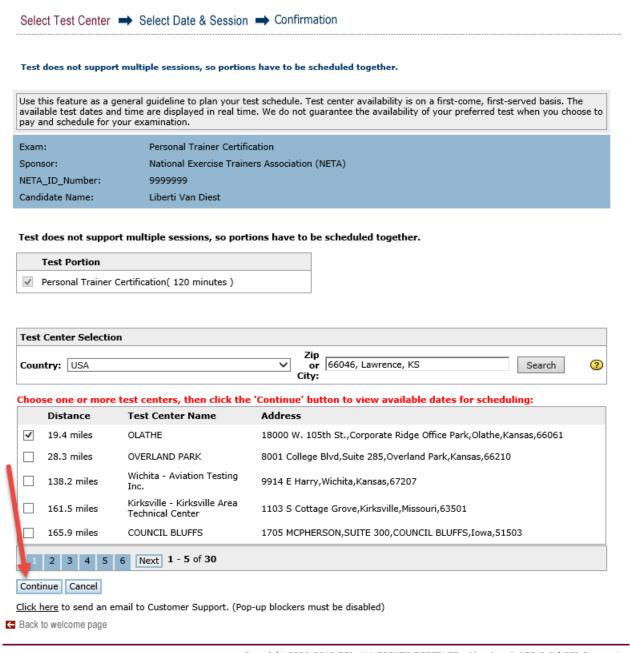
Click on "Schedule for Test"



Confirm your examination details Input the Zip Code of your choice in the field under 'Test Center Selection' Click Search



This will generate testing locations in the surrounding area of your zip code request.



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Select your date, time and click Schedule



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You may take test on [01/04/2019] or later

Please choose the date and month (or date range) to check the available sessions.

From: 01/04/2019 ? To: 02/03/2019 ? Find

Test Center	Available Date	Start Time
OLATHE, Kansas	01/04/2019	9:00 AM
OLATHE, Kansas	01/04/2019	1:30 PM
OLATHE, Kansas	01/07/2019	9:00 AM
OLATHE, Kansas	01/07/2019	1:30 PM
OLATHE, Kansas	01/08/2019	9:00 AM
OLATHE, Kansas	01/08/2019	1:30 PM
OLATHE, Kansas	01/09/2019	9:00 AM
OLATHE, Kansas	01/09/2019	1:30 PM
O CE IIIIC, IMIDES	02,01,2013	1100 111
Schedule Back		

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You will receive a pop-up message to confirm your selection. If correct, click OK to proceed to confirmation details.



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Schedule a Test

Thank you for scheduling your test on the PSI!

You will receive a confirmation email shortly. Please be sure to **print the confirmation email** and bring it along with any other required documents to the test center.

Your Schedule Details

Exam: Personal Trainer Certification

Sponsor: National Exercise Trainers Association (NETA)

Confirmation Number: L31228738

Test Center: OLATHE

Address: OLATHE

18000 W. 105th St., Corporate Ridge Office Park,

Corporate Ridge Office Par Olathe,

Kansas, USA

Test Schedule Date: 01/10/2019
Test Schedule Time: 9:00 AM

You must arrive at the test center 30 minutes before the start of your schedule time or you forfeit your examination fees and will not be allowed to take your scheduled examination.

Directions to Test Center: From East - Take I-435 W to K-10/Lawrence exit 1B. From K-10, exit at

Ridgeview Rd and turn left. Take first left into office park. The PSI office is on left. From North - Take I-35 S to I-435 W exit 222B, then take K-10/Lawrence exit 1B. From K-10, exit at Ridgeview Rd and turn left. Take first left into office park. The PSI office is on left. From West of I-35, take I-435 S, then take K-10/Lawrence exit 1B. From K-10, exit at Ridgeview Rd and turn left. Take first left into office park. The PSI office is on left. From South - Take I-35 N to I-435 W exit 222B, then take K-10/Lawrence exit 1B. From K-10, exit at Ridgeview Rd and turn left. Take first left into office park. The PSI office is on left. From West - Take K-10/Lawrence exit 1B. From K-10, exit at Ridgeview Rd and turn right. Take first left into office park. The PSI office is on left. Please park in the spots designated for visitors/testers at the front of the building.



Additionally, you will receive an email confirming your appointment.

If you require further assistance with online scheduling, please contact PSI Customer Service at 800-211-2754 or email us at examschedule@psionline.com