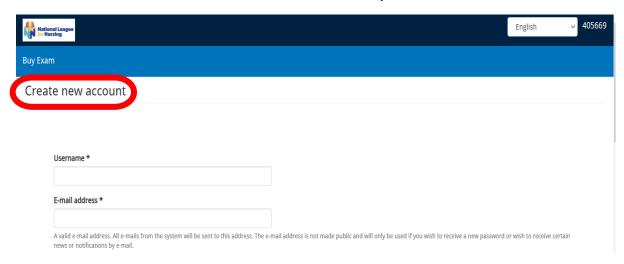
ON-SITE Testing Instructions for Students

Pre-Admission Exam

University Of Arkansas Rich Mountain

Step # 1 - Go to: https://ondemand.questionmark.com/home/405669/user/register/site/600a30b49cb1e

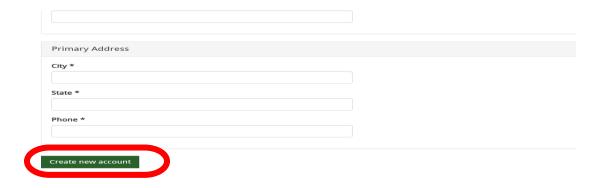
Need to create a new account: Click on the link provided above.



- Username: Create a username you will remember
- Email Address: (Please check with your school)
- Please note that your school you are applying to will already be preselected when clicking on the link above.



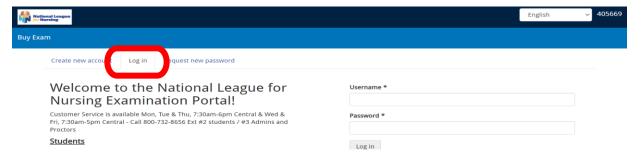
- First and Last Name
- Date of Birth
- City, State and Phone
- Click on Create New Account



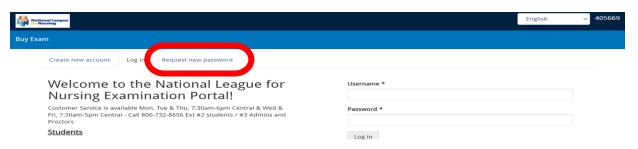
You will receive an email from 405669. Click on the link provided in the email. It will then direct you to create your password – click Login.

- Enter your new password
- Change your time zone to your local time
- Click Save

Already have an account – Simply log in using your username and password. (Note: If you attempt to log into your account with the incorrect password more than 5 times your account will be locked for 15 minutes, and you will need to request a new password.)

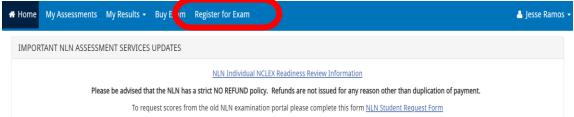


Already have an account but forgot password- Click on request new password on the landing page. An email will be sent to you with a link. Click the link within your email and reset password.

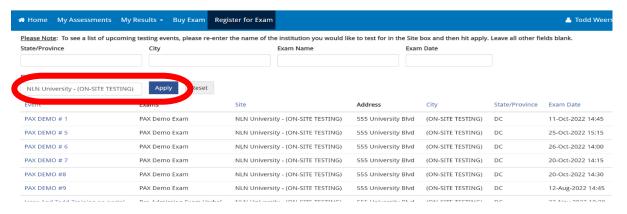


Step # 2 - Registration for Student paid exams

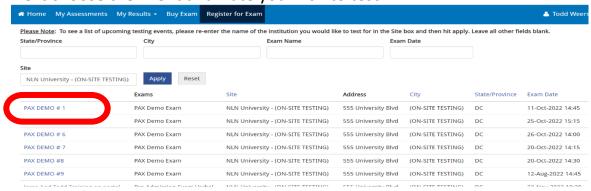
• Go to the top of the page and select "Register for Exam".



- Leave all fields blank.
- Click the field titled **site** and enter the site/school's name. (If the field auto populates delete and re-enter your site/school's name and then click apply)



Next choose the Event and Date you wish to test.



Click on the link "Click to Register"



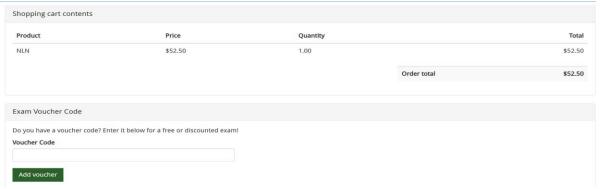
Save Registration.



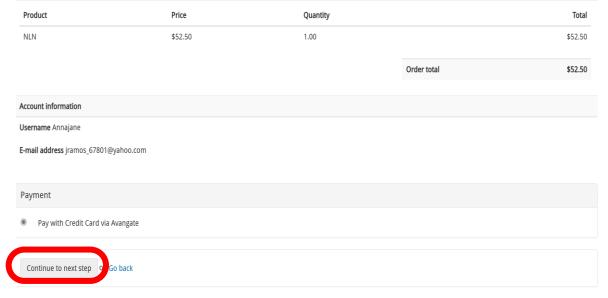
• The payment screen will automatically populate. Verify the quantity and click check out.



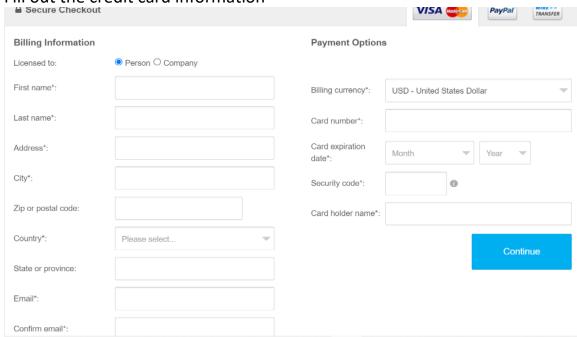
Skip the voucher information and Click on continue to next step.



Verify the information and click on continue to next step



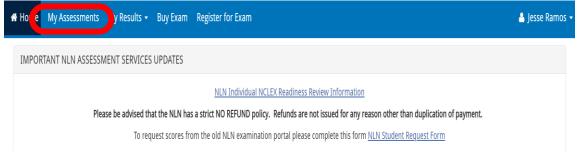
Fill out the credit card information



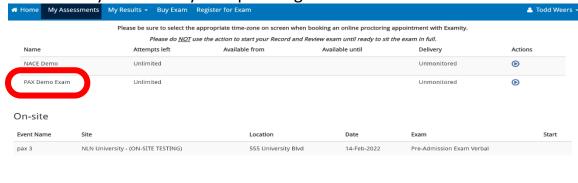
Accept the terms and conditions and click continue

Step # 3 - VERIFY THE EXAM IS IN YOUR ACCOUNT

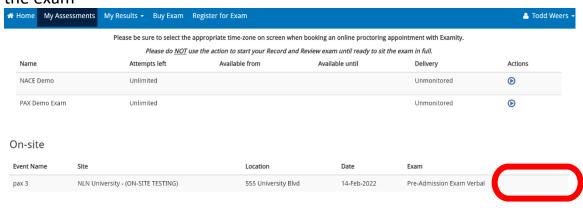
 After you have completed your payment Click on the "MY ASSESSMENTS Tab" at the top of the page.



Listed here you will see your upcoming exam information.



 The launch button <u>WILL NOT</u> appear until your proctor enables it on the day of the exam

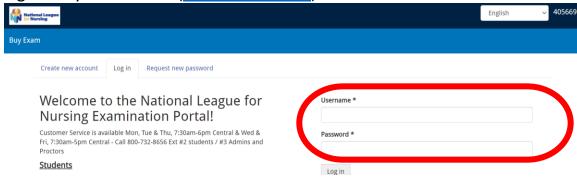


 You are now registered. Keep your username and password for the day of your exam.

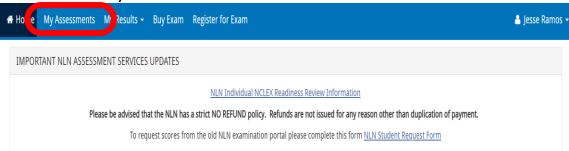
Step # 4 - DAY OF YOUR EXAM

- Bring your government issued photo ID and/or school ID.
- Arrive at the testing location and check-in.

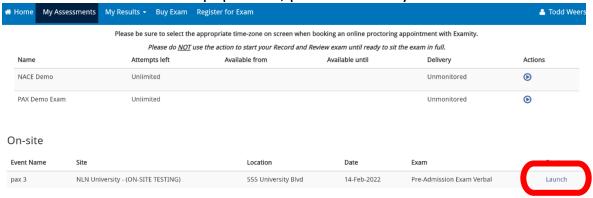
Sign into your account (<u>www.nlntest.org</u>)



Click on the "My Assessments Tab".



 Once your proctor has checked you in your launch button will be populated. If the launch button has not populated, please refresh your screen.



- Click "launch" and wait for a code to be given by your proctor
- Enter the six-digit code and start your exam

Step # 5 - ACCESSING YOUR RESULTS

The Pre-Admission Exam (PAX) Allow 4 hours for results

Log into www.nintest.org

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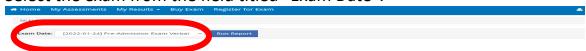
At the top of the page click on the "My Results" then click "NLN Student



• Click on the "Participant Report Link"



Select the exam from the field titled "Exam Date".



Find the exam and click on "Run Report".

When My Assessments My Results - Buy Exam Register for Exam

