



PROCTOR CERTIFICATION

Proctor Certification, is not required if the self-study examination is being administered at a professional testing center. Prior Board approval of the testing center is required.

I swear and affirm that I am over the age of eighteen years; that I am unrelated to the student identified in the Student Certification; that my execution of this certification was subsequent to the student's execution of the Student Certification; and that I personally observed said student during the completion of this examination witnessing that he/she received no outside assistance from any source in completing the examination.

Course Name:	
Course Number (if available):	
Name of student:	
Address where exam was taken:	
Date exam was taken:	
Beginning time:	Ending time:
Type of proctor/monitor (please refer to the definition for a list of acceptable proctors)	
Print name of proctor:	
Job title proctor:	
Company/agency name:	
Business phone number:	
Business mailing address:	
Signature of proctor (sign in ink only):	
Date:	

NOTE: The Proctor Certification must be completed by the proctor and submitted to the course provider by mail, email or facsimile transmission within seven (7) days of course completion. **It is the Provider's responsibility to check the information on the Proctor Certification and to make sure agents are adhering to the rules for acceptable proctors.**