

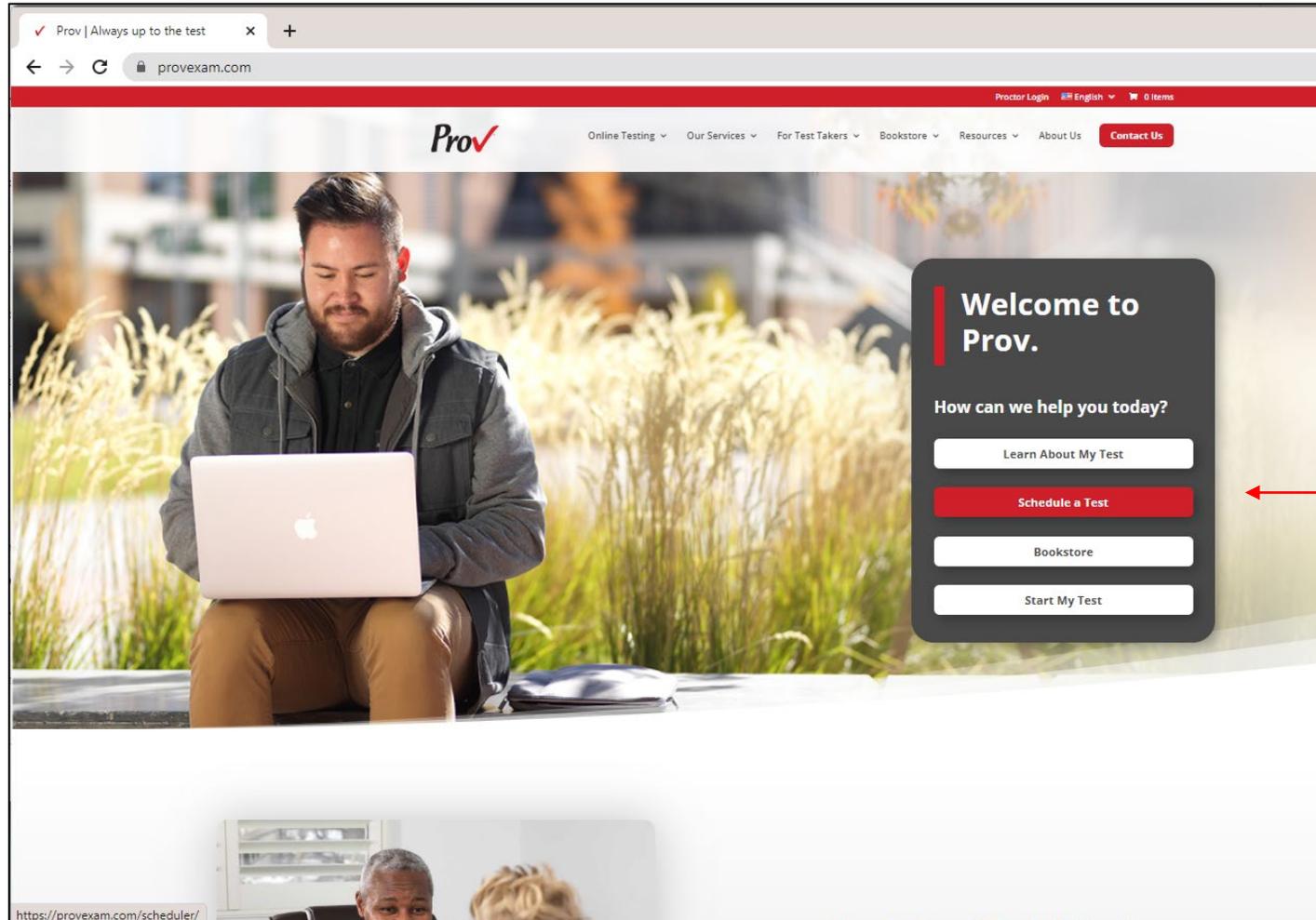


REGISTERING FOR EXAMS AND EXAM SCHEDULING INFORMATION

The following information is intended to assist you with registering for your examination and also to assist you with scheduling your examinations.



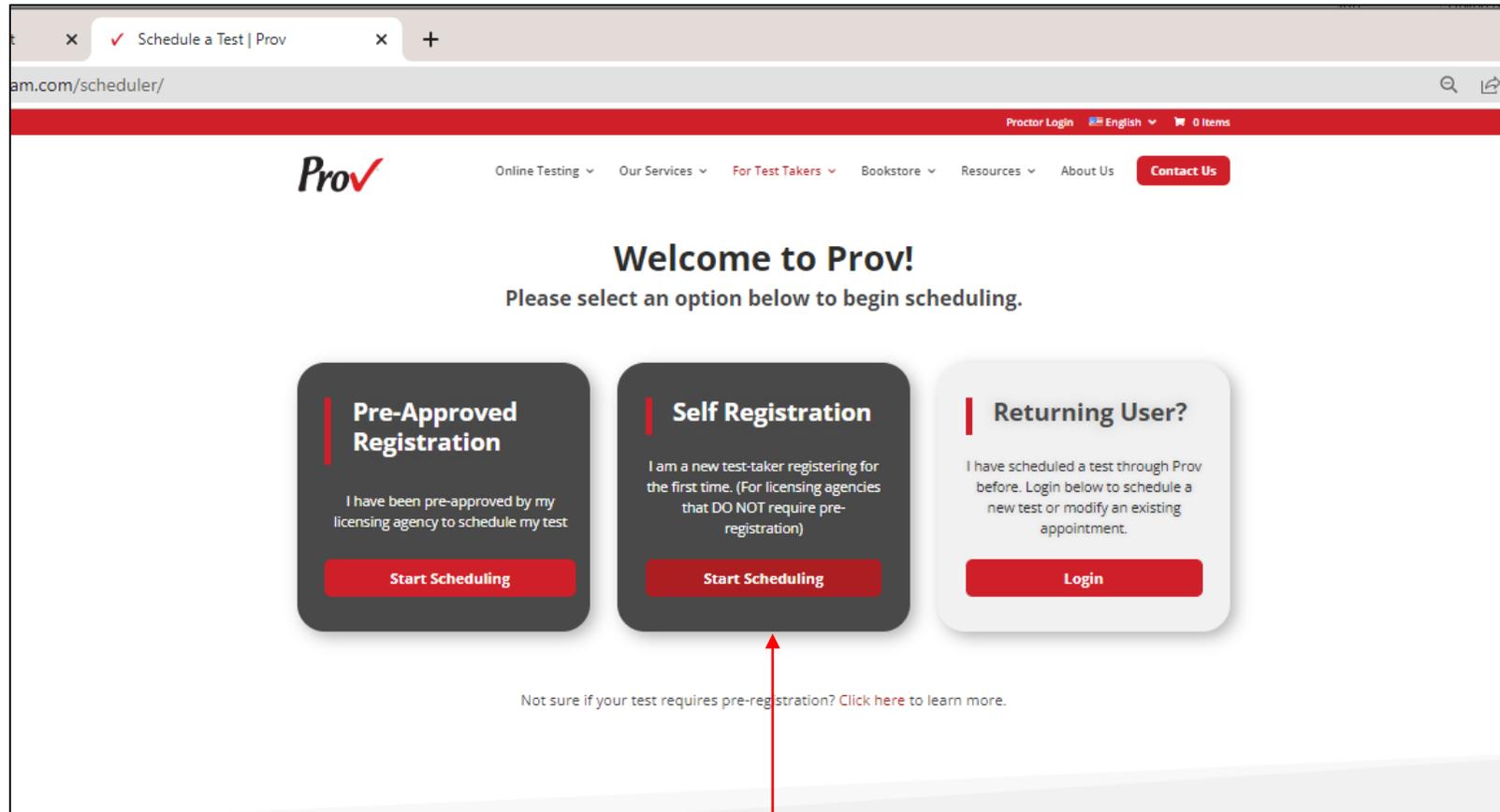
How to Register for Exams?



Go to Provexam.com

Click on "Schedule a Test"

How to Register for Exams?



Click on "Start Scheduling" under
Self-Registration

How to Register for Exams?

The screenshot shows a web browser window with the URL `scheduler.provexam.com/#/pages/schedule_test`. The page title is "New Exam Registration" and it prompts the user to "Enter the information below to register for a new exam:". There are two required dropdown menus: "*Select Certifying Body" (currently showing "IA - Iowa Board of Barbering") and "*Select a License/Certificate" (currently showing "Barber Instructor - Korean"). A red "Next" button is located below the second dropdown. Two red arrows originate from the text on the right, pointing to the second and third options of each dropdown menu.

Select North Carolina and then your certifying body (NC – Board of Cosmetic Art Examiners) from the dropdown options

Select a License/certificate, choose the license and written exam language from the dropdown options (Note: practical exams are English only)

How to Register for Exams?

Education Requirement
Cosmetologist - English

Where did you receive your education?

- American Hair Academy
- Aveda Institute Des Moines
- Capri College (Cedar Rapids)
- Capri College (Davenport)
- Capri College (Dubuque)
- Capri College (Waterloo)
- Clippertonics Academy of Hairstyling
- CTC Barber Academy
- EQ School of Hair Design
- Faust Institute of Cosmetology
- Iowa Lakes Community College

Select the school where you trained from the list of schools provided. Make sure you select the correct school to avoid delays in your approval. Please note: If you are testing to become a licensed Instructor based on your experience as a licensee you **MUST** select “NC State Board – Instructor Based on Experience - #3333” and **NOT** the school you attended for your initial license.

You will enter your information into the corresponding fields. Make sure that all information matches exactly what is on your government issued photo ID including your middle initial or middle name as it appears on your ID and then click “Save Changes” and log out. Your application will transfer to your school or the Board (if applicable) for approval.

Schedule Test

New Exam Registration

Payment History

My Cart

Edit Personal Information

Please complete the registration form below and then select the Save Changes button.

Known Candidate ID

*Candidate Details-----

Please enter your name exactly as it appears on your ID (e.g. driver's license)

Sample Middle Name Sample 123-45-6789

*Address-----

101 Sample Avenue

City Postal Code

Sampleton 12345

Country State

United States Iowa

*Contact-----

*Email Address *Phone Date of Birth (MM/DD/YYYY)

sample@sample.com 1234-567890 01/01/2000

would like to receive schedule reminders through SMS/Text messaging. (You may opt-out at any time.)

BACK Save Changes



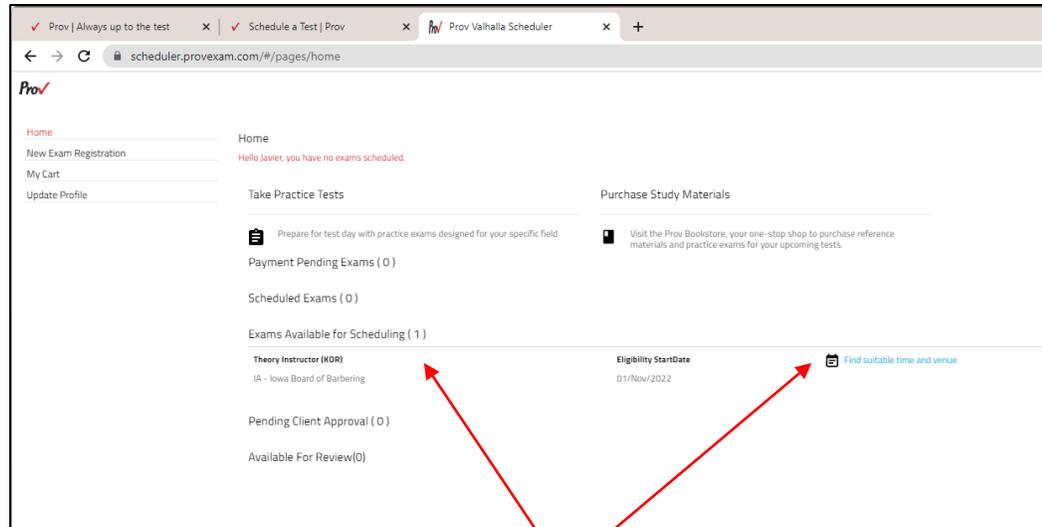
AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS

The following information will guide you if you need ADA accommodations when testing:

- ✓ The ADA accommodations forms are located on the bottom of the Prov homepage
- ✓ Completed forms are emailed to support@provexam.com
- ✓ Accommodations **MUST** be approved **PRIOR** to scheduling exams
- ✓ ADA Questions: LourdesS@ProvExam.com



How to Schedule Exams?



The screenshot shows the ProVexam dashboard with several navigation links on the left: Home, New Exam Registration, My Cart, and Update Profile. The main content area includes sections for 'Take Practice Tests', 'Purchase Study Materials', 'Payment Pending Exams (0)', 'Scheduled Exams (0)', and 'Exams Available for Scheduling (1)'. The 'Exams Available for Scheduling' section contains a table with columns for exam type, eligibility start date, and a 'Find suitable time and venue' button. A red arrow points from this button to the text below.

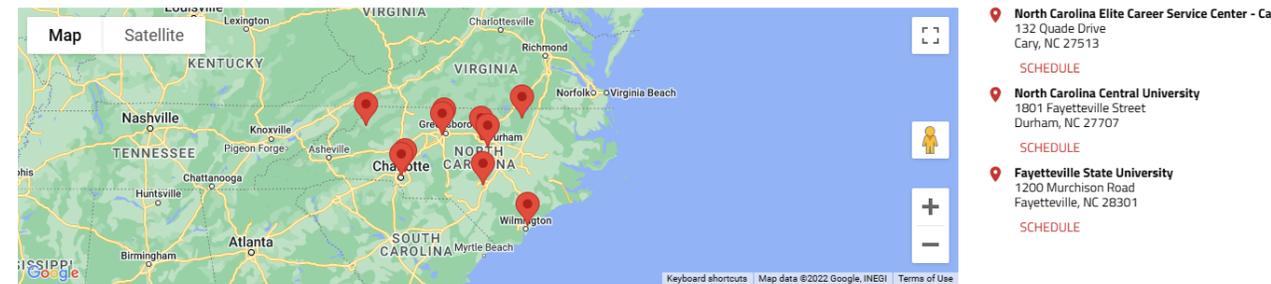
Exam Type	Eligibility StartDate	Action
Theory Instructor (KOR) IA - Iowa Board of Barbering	01/Nov/2022	Find suitable time and venue

Schedule Test

Search and select testing sites located near you.

Search by address or zip code: Distance in Miles: Delivery Method: [Locate sites](#)

Select your location from the sites on the right and click Schedule.



The screenshot shows a map of the Southeastern United States with several red location pins. To the right of the map is a list of test sites, each with a 'SCHEDULE' button. A red arrow points from the 'SCHEDULE' button for Fayetteville State University to the text below.

- North Carolina Elite Career Service Center - Cary**
132 Quade Drive
Cary, NC 27513
[SCHEDULE](#)
- North Carolina Central University**
1801 Fayetteville Street
Durham, NC 27707
[SCHEDULE](#)
- Fayetteville State University**
1200 Murchison Road
Fayetteville, NC 28301
[SCHEDULE](#)

You will receive an email “voucher” letter once you are approved to test. You will need to log back in to ProVexam.com and select “Returning User” from the dashboard, enter your email address and your last name to login and then you will see “exams ready for scheduling”. Click on [“Find a Suitable Time and Venue.”](#) A map will show the test locations, click on the test site descriptions to the right of the map. Test sites populate based on the closest location to your address or zip code. Scroll down to see additional test sites.

How to Schedule Exams?

ProV
Please submit payment within 10 minutes to reserve your seat.

Home
New Exam Registration
My Cart

Schedule Test
Please select an available time slot

ExamRoom - East
Take exam from home
[Change Site](#)

All available seats below are in EST

November 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 08:00 AM 1 Available +46 more	2 08:15 AM 3 Available 08:30 AM 2 Available 08:45 AM 2 Available	3 08:00 AM 1 Available +43 more	4 08:15 AM 1 Available +36 more	5 08:30 AM 2 Available +48 more
6	7 08:15 AM 2 Available +43 more	8 08:00 AM 1 Available +48 more	9 08:15 AM 2 Available 08:30 AM 2 Available 08:45 AM 2 Available	10 08:00 AM 3 Available +47 more	11 09:15 AM 3 Available +36 more	12 08:00 AM 2 Available +44 more
13	14 08:00 AM 1 Available +45 more	15 08:00 AM 2 Available +49 more	16 08:15 AM 3 Available +46 more	17 08:00 AM 2 Available +44 more	18 08:15 AM 3 Available +42 more	19 08:30 AM 3 Available +46 more
20	21 08:15 AM 3 Available +46 more	22 08:00 AM 3 Available +48 more	23 10:00 AM 3 Available 10:45 AM 3 Available 11:30 AM 2 Available 11:45 AM 2 Available	24 12:00 PM 2 Available 12:15 PM 2 Available +36 more	25 08:00 AM 2 Available +44 more	26 08:15 AM 3 Available +42 more
27	28 08:00 AM 2 Available +47 more	29 08:00 AM 3 Available +48 more	30 08:15 AM 3 Available +46 more	01 Nov 08:00 AM 2 Available +44 more	02 Nov 08:15 AM 3 Available +42 more	03 Nov 08:30 AM 3 Available +46 more

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Available times are shown on the calendar with more options found under the initial time.

ProV
Please submit payment within 10 minutes to reserve your seat.

Home
New Exam Registration
My Cart

Confirm Registration
Please verify the information below

Sample Sample
101 Sample Ave
Sampleton,Utah 84020
United States
Email: sample@sample.com

You have selected the following exam & schedule

Theory Instructor (KOR)	ExamRoom - East	02/Nov/2022
IA - Iowa Board of Barbering	Take exam from home Online/Remote Proctoring,	08:45am(EST)

[BACK](#) [ADD TO CART](#)

After clicking and confirming a time, you will be led to the check out process. Click "Add to Cart."



PREPARE FOR YOUR EXAMINATION

Visit [Provexam.com](https://www.provexam.com) for a Candidate Information Bulletin (CIB) when preparing for your examination.

Select “Learn About My Test” and then select the CIB for the exam you are taking. The CIB contains a wealth of information and we encourage you to thoroughly review the CIB when you’re preparing to test.





EXAM RESCHEDULING

Candidates may log back in to cancel or reschedule their examination at least three (3) business days prior to their scheduled test date

Rescheduling is free if prov is notified by the deadline



Pro[✓] CONTACT INFORMATION

- ✓ Prov Website: www.ProvExam.com
- ✓ Toll Free: (866) 720-7768
- ✓ Call or Text: (801) 733-4455
(messaging rates may apply)
- ✓ Support@ProvExam.com
- ✓ Hours: 8:00 am – 12:00 am (Midnight)
Monday - Friday



✓ PRACTICAL: SCORING THE TEST



- ✓ Examiner observe candidate's performance during the exam
- ✓ Examiners rotate so every candidate is evaluated by multiple examiners
- ✓ Proctors read verbal instructions
- ✓ Candidate's performance of tasks marked on a tablet or computer
- ✓ Results submitted for scoring

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