

*Must occur prior to **24 hours ahead** of currently scheduled exam to prevent forfeiting your exam fees


Step 1: You should have access to the NHA site by clicking the link from within PTU after attesting to your selection


Login / Account ▼

Step 2: Select **My Exam Applications** from the left-hand side of the screen

APPLICATIONS

 My Exam Applications

 Apply for Exam

 Exam Results

Step 3: Select the orange **Schedule with PSI** button

*This page gives you all the details of your scheduled PSI exam. Take note of the date, time, and time zone.

PSI BOOKING DETAILS

Registration Details

Booking Status: Scheduled
Booking Code:
Eligibility Number:
Candidate ID:
Registered First Name:
Registered Last Name:
Registered Middle Name:

Exam details

Delivery Mode: Remote Proctored
Exam Date:
Timezone:
Location Name: N/A
Location Address:
N/A

 Schedule with PSI

Step 4: Select the **View Details** button to see all the information regarding your exam

- This will route you outside of the NHA portal, but no new login will be required.

- Before taking your remote online proctored exam, please check system compatibility - click [HERE](#)
- You can only launch the exam within 30 minutes of your appointment time.

Launch Exam

View Details

Best Practice: If you are testing remotely, you should run a compatibility check as soon as possible from this page.

Step 5: If there is more than 24 hours before your scheduled exam, you can choose to **Reschedule**- this will re-launch the Schedule with PSI process

*For more on this, see the **How To** resources on scheduling your exam from your NHA login home screen.

Print Acknowledgement

Reschedule

Launch Exam

Cancel Schedule

Explore Most Used How-to Resources

How to track my progress

[Watch Video](#)

Using Focused Review — your personalized study plan

[Watch Video](#)

View all NHA How-to Resources and Tools