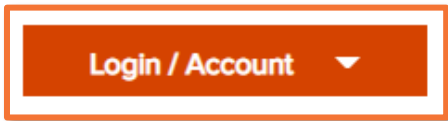


If you are uncertain if you are eligible to apply for any of NHA's Nationally Accredited Certification Exams, please refer to NHA's [Candidate Handbook](#) for details and descriptions

Step 1: Log into your Candidate account at [NHANOW.com](#)

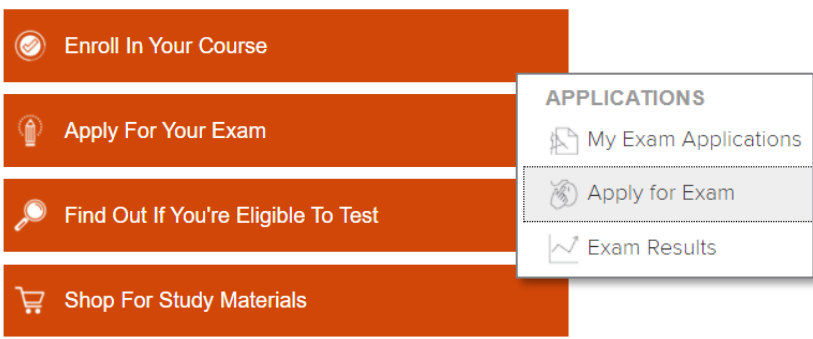


Step 2: Check your home page to be sure that your **organization** is listed correctly

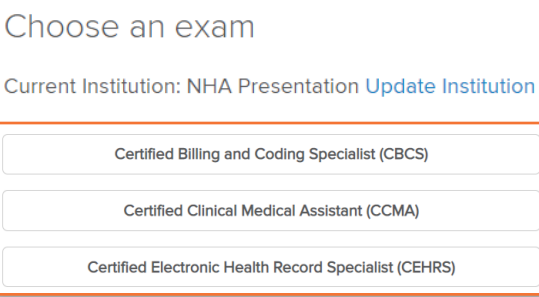
Welcome Back, Your Name

Organization: My Organization

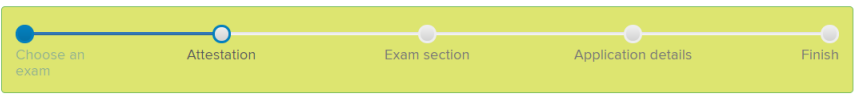
Step 3: Select **Apply for Your Exam** in the middle of the screen OR select the **Apply for Exam** on the left-hand side



Step 4: Select the certification type and re-confirm that your organization is listed correctly



Step 5: Notice the green timeline at the top of the screen - Your application will be complete when you reach **Finish**



Step 6: Read through the **Attestation** and if applicable, agree to the terms at the bottom of the page



Step 7: If testing on-site, choose the exam section by selecting the date from the list of available dates and select **Continue**

***PSI Exams will be scheduled after your application is complete**

Step 8: Answer **Prerequisite Questions** then depending on your program choose either

- Register for Another Exam
- Checkout
- Complete Application

Step 9: On the **Checkout** page, verify your Basic/Billing information

- If you have been provided a payment code, type that in under **Discount Code**.
- If you are paying out of pocket press **Continue to Checkout**

Step 10: If needed, provide your payment, and click **Purchase Items**, then **return to account dashboard**

- Once complete, you will receive an email confirmation with all your details.

PSI EXAMS: Follow the steps to now [Schedule your PSI Exam](#)

Choose exam section



November 18, 2019

Continue

The date should have a check mark when chosen

Prerequisite Questions

Have you completed high school or received a GED?

☐ Yes

☐ No



Register for Another Exam



Checkout

Discounts

Discount code

Continue Checkout

Purchase Items

Please click here to return to your account dashboard

You have an unscheduled application with PSI. Click here to schedule