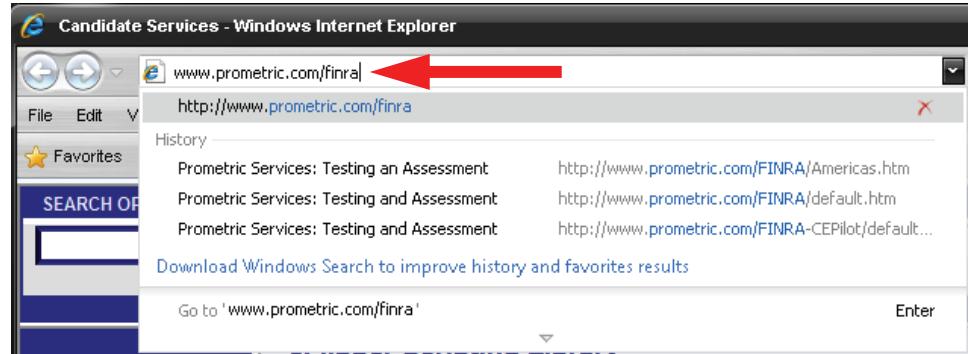


# FINRA Web Assistant Online Web Registration Instructions

## How to login

Key in the FINRA website address [www.prometric.com/finra](http://www.prometric.com/finra) in your browser. An example is shown below.



## Registering for your exam

1. From the main page, click on the **START** button.

Make sure to click the correct start button according to test you want to take. (NOTE: If you are taking CONTINUING EDUCATION, please click the SECOND start button.)







2. Select your **location choice** and click **NEXT**.



Choose the country in which you would like to test, or the country in which you've already scheduled your appointment, then click Next.

Country:  State:

3. Click on **Schedule an Exam**.

-  **Schedule an Exam**  
Schedule your exam appointment in real time and receive immediate, on-screen and e-mail confirmation.
-  **Reschedule or Cancel an Exam**  
Select a new exam date and time or cancel your exam and see immediate confirmation of your change.
-  **Exam Confirmation**  
View and print an appointment confirmation with all the details of your appointment.
-  **Locate A Test Site**  
Quickly and easily find the test site that is nearest to you.

4. Read and understand the eligibility policy. Click **Next** to proceed.



Please visit [www.prometric.com/FINRA](http://www.prometric.com/FINRA) 24-hours before your scheduled exam to verify your appointment.

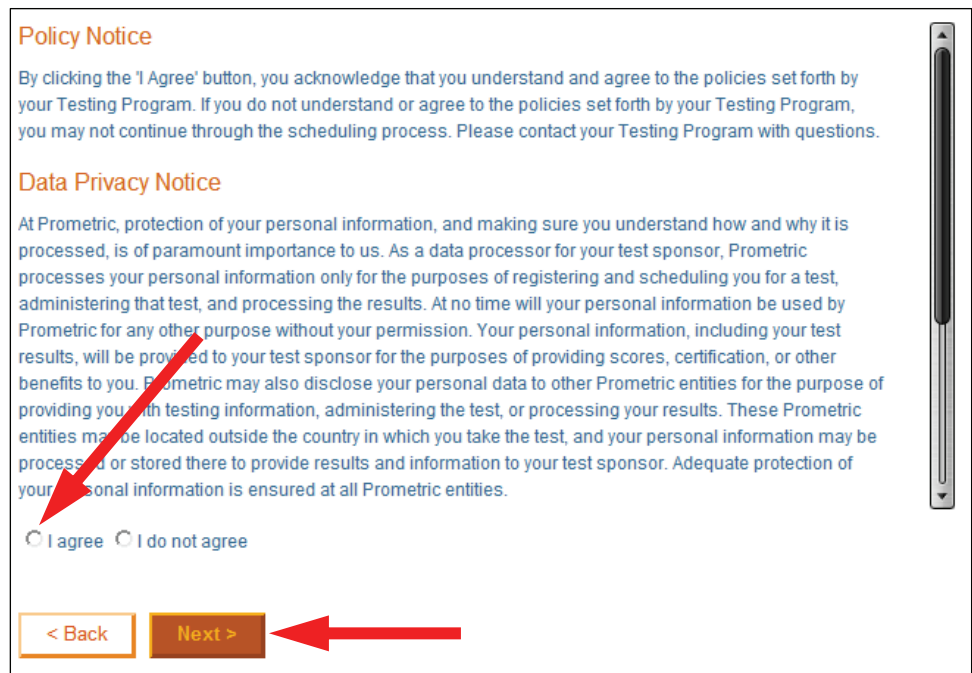
**How to Become Eligible**  
You must have registered for your examination(s) with FINRA and received authorization from your sponsoring firm prior to scheduling your testing appointment at a Prometric Testing Center.

If you are a citizen of the United States, your Social Security Number will be needed to schedule. If you are not a citizen of the United States, please contact your compliance officer to obtain your 7 digit CRD number. This number can be used in place of a Social Security Number by adding 90 to the beginning of the number.

**Special Accommodations**

< Back    Next >

5. Read and understand the policy and data privacy notices.  
You must click **I agree** then **Next** to proceed.



**Policy Notice**  
By clicking the 'I Agree' button, you acknowledge that you understand and agree to the policies set forth by your Testing Program. If you do not understand or agree to the policies set forth by your Testing Program, you may not continue through the scheduling process. Please contact your Testing Program with questions.

**Data Privacy Notice**  
At Prometric, protection of your personal information, and making sure you understand how and why it is processed, is of paramount importance to us. As a data processor for your test sponsor, Prometric processes your personal information only for the purposes of registering and scheduling you for a test, administering that test, and processing the results. At no time will your personal information be used by Prometric for any other purpose without your permission. Your personal information, including your test results, will be provided to your test sponsor for the purposes of providing scores, certification, or other benefits to you. Prometric may also disclose your personal data to other Prometric entities for the purpose of providing you with testing information, administering the test, or processing your results. These Prometric entities may be located outside the country in which you take the test, and your personal information may be processed or stored there to provide results and information to your test sponsor. Adequate protection of your personal information is ensured at all Prometric entities.

I agree     I do not agree

< Back    Next >

REGISTERING FOR YOUR EXAM

- 6. Key in your details as registered with FINRA.  
Please note the spelling of the name has to be exactly the same as per registered with FINRA and your ID that you will be taking in to the test centre. When you are finished, click **Next** to proceed.

**Eligibility Information**


Before proceeding, please provide the following information.

First (Given) Name :

Last (Family) Name :

FINRA ID :

If you do not know your program identifier, please contact your sponsoring organization.




- 7. You will now select your preferred test location. (NOTE: If nothing comes up on this page, check your JAVA setting or do an update on your Java add-on.)  
Once you key in your zip code/postal code and click search, a list of locations will appear. Select your preferred test site to proceed.

**Available Test Sites**


Use the search below to find a testing center.

e.g., "1501 Clinton St, Baltimore, MD" or "Paris, France" or "90210"

 **5210: PROMETRIC TEST CENTER**  
3401 MINNESOTA DRIVE  
ANCHORAGE, AK 99503

[Schedule an Exam](#)  
[Get Directions](#)  
(~221mi)

Search Area: 200 mi



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Map data ©2009 Tele Atlas - [Terms of Use](#)

8. Select your choice of date and time.

**Date and Time Selection**

The appointment duration is 3-hour(s) and 00-minutes.

Select an available month and click the 'Go' button. When the calendar(s) appear, select an available date and then time.

Find available seats in a 3 month period.  
 Find available seats for a specific day.

April 2009

**Select an available date**

April 2009							May 2009							June 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4	3	4	5	6	7	8	9	1	2	3	4	5	6	
5	6	7	8	9	10	11	10	11	12	13	14	15	16	7	8	9	10	11	12	13
12	13	14	15	16	17	18	17	18	19	20	21	22	23	14	15	16	17	18	19	20
19	20	21	22	23	24	25	24	25	26	27	28	29	30	21	22	23	24	25	26	27
26	27	28	29	30			31							28	29	30				

**Select an available time**

If the available dates and times are not suitable to your schedule, please choose a different month and click the 'Go' button or choose [another test site](#) that may offer more convenient appointment options.

9. Key in your contact information. Click **Next** to proceed.

**Additional Information**

The name used to schedule your appointment must exactly match the name shown on your identification. At a minimum, the identification must be a valid, government-issued ID that shows your name in the English alphabet, your signature and your photograph. Additional identification policies may apply; please check with your sponsoring organization for details.

Before proceeding, please provide the following information.

Required fields are marked with an asterisk (\*)

**\* First (Given) Name:**   
**\* Last (Family) Name:**   
**\* Email Address:**   
**\* Validate Email:**   
**Work/Day Phone:**   
**Work/Day Phone Extension:**   
**\* Home (Evening) Phone:**

10. Once you verify that all details on the Appointment Information screen are accurate, click **Complete Registration**.

Verify Appointment Information

To complete your registration, you must:

1. Verify your appointment information
2. Press the "Complete Registration" button

**Candidate Name:** kimber doran

**Program Name:** NASD

**Exam Name(s):** (SERIES 86) UNIF COMBINED STATE LAW EXAM

**Site Code/Site Name:** 5210 - PROMETRIC TEST CENTER  
[Site Info, Driving Directions](#)

**Site Address:** 3401 MINNESOTA DRIVE

**Site City:** ANCHORAGE

**Site Country:** AK, USA

**Site Phone #:** 907-276-0505

**Appointment Date:** 04 May 2009

**Appointment Time:** 11:00 AM

**Appointment Duration:** 3:00


Prometric has a firm commitment to protecting your privacy. We will not disclose, to third parties, any specific personal identifying information about you without your permission.

< Back   **Complete Registration** ←

11. Finally, you will receive a notification and confirmation page. If possible, print a copy of your notification for your records.

**Thank you for scheduling your exam with Prometric**

Your appointment request has been confirmed with the following confirmation number(s):

00000000583  [Printable Display](#)

**Candidate's Name:** SIB  
**Program Name:** NASD  
**Exam Name:** (SERIES 63) UNIF SEC AGNTS STATE LAW EXM  
**Site Number:** 0596 - PROMETRIC TEST CENTER  
[Site Info, Driving Directions](#)  
**Site Address:** 1045 REDONDO BEACH BLVD  
CO-LOCATED W/ SYLVAN LEARNING CTR  
**Site City:** GARDENA  
**Site Country:** CA, USA  
**Site Phone #:** (310)329-1844  
**Appointment Date:** 19 Jun 2009  
**Appointment Time:** 8:00 AM  
**Appointment Duration:** 2:15  
**E-mail:** S @PRIMERICA.COM

Your appointment information is very important, so please save the information by either printing this page or writing it down. Additionally, you will receive an e-mail within 15-minutes containing your appointment confirmation details.

The Prometric web site, [www.prometric.com](http://www.prometric.com), is available 24 hours a day, seven days a week for you to reschedule, cancel or confirm your appointment. Additionally, if you have questions, comments or suggestions for Prometric, please visit [www.prometric.com](http://www.prometric.com), choose your testing program, and then choose the appropriate link from the "Questions?" section.

**Rescheduling an appointment**

1. From the main page, click on the **START** button.





Make sure to click the correct start button according to test you want to reschedule. (NOTE: If you are rescheduling a CONTINUING EDUCATION exam, please click the SECOND start button.)



2. Select the **location** where you already scheduled your appointment. Then click **NEXT**.



3. Click on **Reschedule or Cancel an Exam**.

	<b>Schedule an Exam</b> Schedule your exam appointment in real time and receive immediate, on-screen and e-mail confirmation.
	<b>Reschedule or Cancel an Exam</b> ← Select a new exam date and time or cancel your exam and see immediate confirmation of your change.
	<b>Exam Confirmation</b> View and print an appointment confirmation with all the details of your appointment.
	<b>Locate A Test Site</b> Quickly and easily find the test site that is nearest to you.

4. Key in the confirmation number and the first four letters of your last name as per your registration. Click **Next** to proceed.

**Exam Confirmation**

Please enter your Confirmation/Tracking Number.

**Confirmation/Tracking Number:**

**First 4 Letters of Last Name:**

←

**RESCHEDULING AN APPOINTMENT**

**5. Click on I want to reschedule my appointment.**

**Candidate Name:** SIB  
**Program Name:** NASD  
**Exam Name(s):** (SERIES 63) UNIF SEC AGNTS STATE LAW EXM  
**Site Number:** 0596 - PROMETRIC TEST CENTER  
[Site Info, Driving Directions](#)  
**Site Address:** 1045 REDONDO BEACH BLVD  
CO-LOCATED W/ SYLVAN LEARNING CTR  
**Site City:** GARDENA  
**Site Phone #:** (310)329-1844  
**Appointment Date:** 19 Jun 2009  
**Appointment Time:** 8:00 AM  
**Appointment Duration:** 2:15

In accordance with the policies and procedures set forth by your testing program, there may be a fee associated with rescheduling or canceling your appointment. If there is a fee, you will be notified of the amount prior to providing a method of payment.

**I want to reschedule my appointment** ←

**I want to cancel my appointment**

**6. You will now select your preferred test location. (NOTE: If nothing comes up on this page, check your JAVA setting or do an update on your Java add-on.)**


Once you key in your zip code/postal code and click search, a list of locations will appear. Select your preferred test site to proceed.

**Available Test Sites**  
Use the search below to find a testing center.

Address, Neighborhood, City OR Zip/Postal Code    
e.g., "1501 Clinton St, Baltimore, MD" or "Paris, France" or "90210"

**5210 PROMETRIC TEST CENTER** [Schedule an Exam](#)  
3401 MINNESOTA DRIVE [Get Directions](#)  
ANCHORAGE, AK 99503 (~221mi)

Search Area: 200 mi



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Map data ©2009 Tele Atlas - Terms of Use

7. Select your choice of date and time.

**Date and Time Selection**

The appointment duration is 3-hour(s) and 00-minutes.

Select an available month and click the 'Go' button. When the calendar(s) appear, select an available date and then time.

Find available seats in a 3 month period.  
 Find available seats for a specific day.

April 2009

**Select an available date**

April 2009							May 2009							June 2009						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
							31													

**Select an available time**

If the available dates and times are not suitable to your schedule, please choose a different month and click the 'Go' button or choose [another test site](#) that may offer more convenient appointment options.

8. Key in your contact information. Click **Next** to proceed.

**Additional Information**

The name used to schedule your appointment must exactly match the name shown on your identification. At a minimum, the identification must be a valid, government-issued ID that shows your name in the English alphabet, your signature and your photograph. Additional identification policies may apply; please check with your sponsoring organization for details.

Before proceeding, please provide the following information.

Required fields are marked with an asterisk (\*)

**\* First (Given) Name:**   
**\* Last (Family) Name:**   
**\* Email Address:**   
**\* Validate Email:**   
**Work/Day Phone:**   
**Work/Day Phone Extension:**   
**\* Home (Evening) Phone:**

9. Verify that all details on the Appointment Information screen are accurate. Then click **Complete Registration**.

Verify Appointment Information

To complete your registration, you must:

1. Verify your appointment information
2. Press the "Complete Registration" button

**Candidate Name:** kimber doran

**Program Name:** NASD

**Exam Name(s):** (SERIES 66) UNIF COMBINED STATE LAW EXAM

**Site Code/Site Name:** 5210 - PROMETRIC TEST CENTER  
[Site Info, Driving Directions](#)

**Site Address:** 3401 MINNESOTA DRIVE

**Site City:** ANCHORAGE

**Site Country:** AK, USA

**Site Phone #:** 907-276-0505

**Appointment Date:** 04 May 2009

**Appointment Time:** 11:00 AM

**Appointment Duration:** 3:00

Prometric has a firm commitment to protecting your privacy. We will not disclose, to third parties, any specific personal identifying information about you without your permission.

< Back      **Complete Registration** ←

10. Finally, you will receive a notification and confirmation page. If possible, print a copy of your notification for your records.

**Thank you for scheduling your exam with Prometric**

Your appointment request has been confirmed with the following confirmation number(s):

00000000583  [Printable Display](#)

**Candidate's Name:** SIB  
**Program Name:** NASD  
**Exam Name:** (SERIES 63) UNIF SEC AGNTS STATE LAW EXM  
**Site Number:** 0596 - PROMETRIC TEST CENTER  
[Site Info, Driving Directions](#)  
**Site Address:** 1045 REDONDO BEACH BLVD  
CO-LOCATED W/ SYLVAN LEARNING CTR  
**Site City:** GARDENA  
**Site Country:** CA, USA  
**Site Phone #:** (310)329-1844  
**Appointment Date:** 19 Jun 2009  
**Appointment Time:** 8:00 AM  
**Appointment Duration:** 2:15  
**E-mail:** S @PRIMERICA.COM

Your appointment information is very important, so please save the information by either printing this page or writing it down. Additionally, you will receive an e-mail within 15-minutes containing your appointment confirmation details.

The Prometric web site, [www.prometric.com](http://www.prometric.com), is available 24 hours a day, seven days a week for you to reschedule, cancel or confirm your appointment. Additionally, if you have questions, comments or suggestions for Prometric, please visit [www.prometric.com](http://www.prometric.com), choose your testing program, and then choose the appropriate link from the "Questions?" section.

## Canceling an appointment

1. From the main page, click on the **START** button.





Make sure to click the correct start button according to test you want to cancel. (NOTE: If you are canceling a CONTINUING EDUCATION exam, please click the SECOND start button.)

The screenshot shows the FINRA website interface. At the top right is the FINRA logo. Below it is the text 'FINRA: Financial Industry Regulatory Authority'. Underneath is a section titled 'FINRA Series Exams' with a 'GET STARTED' button. To the right of this button is a list of steps: 'Schedule your test', 'Locate a test center', 'Reschedule your test', and 'Confirm your test'. A red arrow points to a 'START' button in this section. Below this is another section titled 'FINRA Continuing Education Exams' with another 'GET STARTED' button and the same list of steps. A second red arrow points to a 'START' button in this section.

2. Select the **location** where you scheduled your appointment. Then click **NEXT**.

The screenshot shows the CEC website interface. At the top center is the CEC logo, which is a circular seal with 'CEC' in the center and 'CONTINUING EDUCATION SECURITIES INDUSTRY REGULATORY COUNCIL' around the perimeter. Below the logo is the text: 'Choose the country in which you would like to test, or the country in which you've already scheduled your appointment, then click Next.' There are two dropdown menus: 'Country:' with 'UNITED STATES' selected, and 'State:' with '-- No Selection --' selected. A red arrow points to the 'State' dropdown. At the bottom are two buttons: 'Reset' and 'Next >'. A red arrow points to the 'Next >' button.

3. Click on **Reschedule or Cancel an Exam**.

	<b>Schedule an Exam</b> Schedule your exam appointment in real time and receive immediate, on-screen and e-mail confirmation.
	<b>Reschedule or Cancel an Exam</b> ← Select a new exam date and time or cancel your exam and see immediate confirmation of your change.
	<b>Exam Confirmation</b> View and print an appointment confirmation with all the details of your appointment.
	<b>Locate A Test Site</b> Quickly and easily find the test site that is nearest to you.

4. Key in the confirmation number and the first four letters of your last name as per your registration. Click **Next** to proceed.

**Exam Confirmation**

Please enter your Confirmation/Tracking Number.

**Confirmation/Tracking Number:**

**First 4 Letters of Last Name:**


**CANCELING AN APPOINTMENT**

5. Click on **I want to cancel my appointment.**

<b>Candidate Name:</b>	SIB
<b>Program Name:</b>	NASD
<b>Exam Name(s):</b>	(SERIES 63) UNIF SEC AGNTS STATE LAW EXM
<b>Site Number:</b>	0596 - PROMETRIC TEST CENTER <a href="#">Site Info, Driving Directions</a>
<b>Site Address:</b>	1045 REDONDO BEACH BLVD CO-LOCATED W/ SYLVAN LEARNING CTR
<b>Site City:</b>	GARDENA
<b>Site Phone #:</b>	(310)329-1844
<b>Appointment Date:</b>	19 Jun 2009
<b>Appointment Time:</b>	8:00 AM
<b>Appointment Duration:</b>	2:15

In accordance with the policies and procedures set forth by your testing program, there may be a fee associated with rescheduling or canceling your appointment. If there is a fee, you will be notified of the amount prior to providing a method of payment.

[I want to reschedule my appointment](#)

[I want to cancel my appointment](#) 

6. The next screen that appears will be a confirmation of your cancellation. If possible, print a copy of your notification for your records.

### Cancellation Summary

Your appointment has been successfully cancelled.

<b>Appointment Date:</b>	07 Jul 2009
<b>Appointment Time:</b>	9:00 AM
<b>Appointment Duration:</b>	3:30
<b>Test Center:</b>	0006 - PROMETRIC TEST CENTER
<b>Exam Name:</b>	Regulatory Element CE-101
<b>Client/Exam Number:</b>	NASD - Continuing Education
<b>Confirmation Number:</b>	0000000058