

Test Admission Policy

Last Updated: March 2021

Admission Policy

Please arrive at the test center 15 minutes before your scheduled appointment time. This will give you adequate time to complete the sign-in process. If you arrive more than 15 minutes late for your scheduled exam time, you will be refused admission, and the payments are due for the exam fees. Prior to entering the test room, you will be identified and processed for admission by the test administrator.

Identification (ID) Requirements

- You need to present two IDs for the test:
 - The Primary ID should be a government-issued ID with the name, photo and signature.
 - The second ID needs to have your name and signature. No photo is necessary for the second ID.
- All IDs should be original. A photocopy of an ID is not allowed.
- Exceptions to ID Requirements:
 - Expired forms of ID may be acceptable only if accompanied by valid renewal papers.
 - Any government issued ID missing a visible signature or having an embedded signature may be supplemented with a valid ID that has at least a matching name and signature. This would be in addition to any exam sponsor(client) issued secondary ID requirement.
 - Any exceptions to the ID requirement policy must be pre-approved by the Pearson VUE customer service center at least three business days before the scheduled exam date.
- If you have any questions about the ID requirements, please contact Pearson VUE customer service at www.pearsonvue.com/contact.

You will not be allowed to take any personal items with you into the test room. This includes all bags or purses, books, notes, personal computers or devices, cell phones, pagers, watches and wallets.

Candidate Agreement: Prior to taking the exam, you will be required to accept the terms and conditions of the VMware Certification Candidate Agreement (the "Candidate Agreement"). You can also view the Candidate Agreement prior to arriving at the testing center by clicking the VMware Certification Candidate Agreement on www.vmware.com/certification. If you choose not to accept the Candidate Agreement at the test center, your exam will be canceled, and you will be forfeited the exam fee. Please review the Candidate Agreement before arriving at the test center. You will not be allowed to take any personal items with you into the test room. This includes all bags or purses, books, notes, personal computers or devices, cell phones, pagers, watches and wallets.

Reschedule Policy: If you wish to reschedule your exam, you must contact Pearson VUE at least 24 hours prior to your scheduled exam appointment. The reschedule policy in the VUE system requires at least 24-hour notice in advance from the candidate's exam appointment time. Rescheduling an exam less than 24 hours before scheduled exam is subject to a forfeiture of your exam fee. Exam fees are due for no-shows.

Cancellation Policy: If you wish to cancel your exam, you must contact Pearson VUE one business day prior to your exam appointment. The cancellation policy in the VUE system requires at least 24-hour notice in advance from the candidate's exam appointment time. Canceling an exam less than 24 hours before scheduled exam is subject to a forfeiture of your exam fee. Exam fees are due for no-shows.