



Avanade Certifications

How To Apply Your 100% Discounted Voucher Code Quick Reference Guide

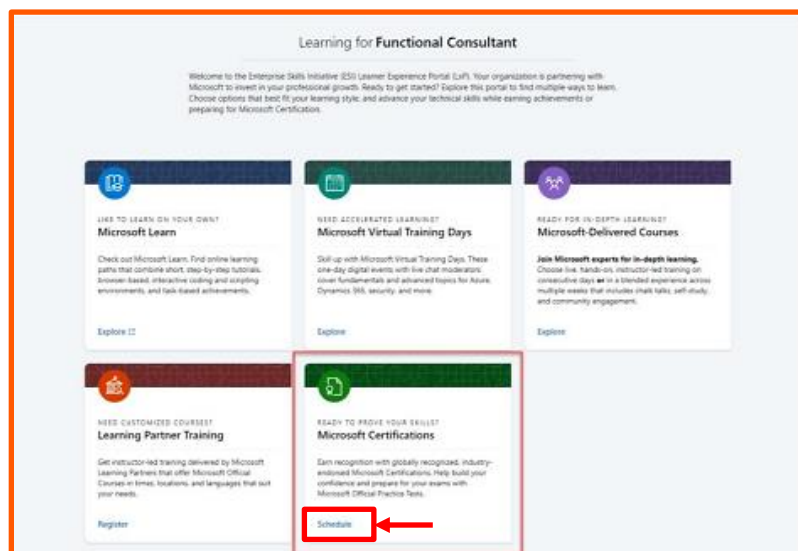
Voucher Codes

Certifications are an integral part of Avanade and using our exam vouchers provides an easy way to take exams for free. Avanade's consultants have earned over 60,000 Microsoft certifications while winning the [Microsoft Partner of the year 17 times](#). Our consultants have obtained the latest industry and security certifications from other cloud service providers such as Microsoft, Hadoop, Sitecore, Adobe. This document is meant to serve as a quick reference guide for applying your voucher code at Pearson VUE

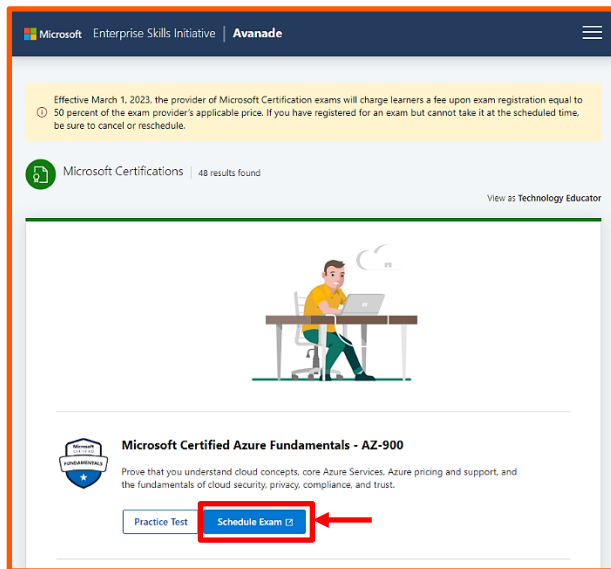
Applying your Voucher Code at Pearson VUE

The following steps will show you how to schedule your Microsoft certification exam with your 100% discounted voucher code. After March 1, 2023, Avanade no longer uses the [Microsoft ESI program](#) to schedule free exam. After March 1, the ESI program will only list a 50% off discount so Avanade will use the following procedure and apply a voucher code received from the [Voucher Management team](#).

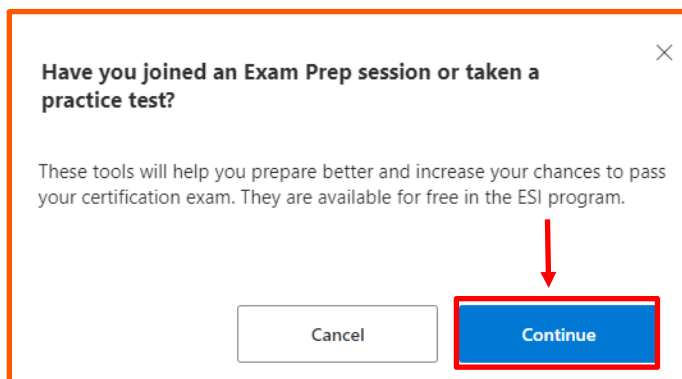
1. Navigate to the **Microsoft LxP (Learner Experience Portal)** - <https://esi.microsoft.com/> and login using your **Avanade email**. Select the **Microsoft Certifications** tile to begin scheduling your exam. You can also schedule your exam directly from the Microsoft Learn exam page.



2. Choose your exam and select **Schedule Exam**.



3. In the **Have you joined an Exam Prep session or taken a practice test** window, select **Continue**.



4. In the certification exams window, select **Schedule with Pearson VUE**.

Certification exams

Exam AZ-900: Microsoft Azure Fundamentals

United States

Languages: English, Japanese, Chinese (Simplified), Korean, Spanish, German, French, Indonesian (Indonesian), Arabic (Saudi Arabia), Chinese (Traditional), Italian, Portuguese (Brazil), Russian

Retirement date: none

This exam measures your ability to describe the following: cloud concepts; Azure architecture and services; and Azure management and governance.

\$99 USD*

Price based on the country or region in which the exam is proctored.

Schedule with Pearson VUE >

For students or instructors

Schedule with Certipoint >

Take a free practice assessment

Test your skills with practice questions to help you prepare for the exam. [Learn more about practice assessments.](#)

[Add](#)

5. **Update/Edit your certification profile** as necessary and select **Next** when finished.

Certification Profile [Edit profile](#)

Please verify that your information is up-to-date.

Legal Name

Job Title

Other

Address 1 **Address 2**

City **Country/Region** **State** **Postal Code**

Country/Region Code **Area Code** **Phone Number** **Extension**

Contact Email

Preferred Language

English

☐ I would like to hear from Microsoft about products, services, and events, including the latest solutions, tips, and exclusive offers.

☐ I would like to hear from Microsoft Partners, or Microsoft on their behalf, about their products, services, and events. Share or use my details with Microsoft partners.

☒ I have read and agree to the [Terms of Use](#) and [Privacy & Cookies](#) statement.

Next

6. In the **Discounts** window, you will be presented with the **Discounts** screen which will show **50% off**. You do not need to apply the discount, your voucher will cover the entire cost. Select the **Next** button to proceed. You will apply your voucher code during the checkout process to bring the total cost to zero.

EXAM REGISTRATION PROCESS

- Step 1 Certification Profile
- Step 2 Discounts
- Step 3 Schedule Exam
- Linked Accounts

EXAM
Exam AZ-900: Microsoft Azure Fundamentals
[Change exam](#)

Discounts

✓ Congratulations! you are eligible for the following discount(s). Click on **Apply Discount** to activate the discount.

50%

Microsoft Employee
Discount:
Expires 06/30/2023
[Apply Discount](#)

Check for another discount

To confirm your eligibility, enter your **work** or **school account** (e.g. alias@company.com) or enter an email used for [these events](#) (e.g. alias@outlook.com)

ⓘ No discounts available for this email address. If you have attended an event that provides an exam offer, please check the terms of the offer. Some events may require at least 4 business days following the event to record eligibility. In addition, your organization may not be eligible for exams discounts.

Enter your email address *

[Check Discounts](#)

Microsoft respects your privacy. To learn more, please read our [Privacy Statement](#)

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7. In the **Schedule Exam** window, select the **Schedule with Pearson VUE** button to proceed. You will apply your voucher code during the checkout process to bring the total cost to zero.

EXAM REGISTRATION PROCESS

- Step 1 Certification Profile
- Step 2 Discounts
- Step 3 Schedule Exam
- Linked Accounts

EXAM
Exam AZ-900: Microsoft Azure Fundamentals
[Change exam](#)

Schedule Exam

ⓘ Did you claim your discount? [Go to discounts.](#)

Exam discounts are available to employees of some **organizations** and to **attendees of select events**.

➔ If you have a **voucher code**, continue to exam scheduling. You will enter the code on Pearson Vue before payment.

🗿 If you rely on assistive technology or might require testing accommodation, please [review policies](#) prior to registration.

[Back](#) [Schedule with Pearson VUE](#)

8. In the **Select exam options window**, choose how you will take the exam:
- **At a Pearson VUE Testing Center.**
 - **Use OnVUE – Online at my home or office.**

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Select exam options

AZ-900: Microsoft Azure Fundamentals

Where do you want to take your exam?

☒ At a test center

☒ OnVUE Online at my home or office

☐ I have a Private Access Code

9. In the **Select exam language window**, choose which language you use to take the exam and select the **Next** button.

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Select exam language

AZ-900: Microsoft Azure Fundamentals

What is your preferred language for the exam?

☐ Arabic

☐ Chinese Simplified

☐ Chinese Traditional

☒ English

☐ French

☐ German

☐ Indonesian

☐ Italian

☐ Japanese

☐ Korean

☐ Portuguese-Brazilian

☐ Russian

☐ Spanish-Modern

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10. In the **Provide additional information window**, make your selections, and select the **Next** button.

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Provide additional information

AZ-900: Microsoft Azure Fundamentals

Required information is marked with an asterisk (*).
Enter information on this page in the Roman alphabet. (Alphanumeric)

*Have you read and do you agree to the Microsoft Candidate Code of Conduct Agreement (Non-Disclosure)? This Code of Conduct can be found [here](#).

☒ Yes

*By clicking yes below you acknowledge that you have read the agreement. Any violations of this agreement can result in exam revocation or banning from the Microsoft Certification program. The Certification Exam Candidate Agreement Terms found [here](#).

☒ Yes

Please contact [customer service](#) for any information that cannot be updated online.

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11. Review the **Online Exam and Microsoft Policies** and select the **Agree** button.

AZ-900: Microsoft Azure Fundamentals

Online exam policies

By checking the boxes below, you agree to each term as described. To take this exam in an online environment, please agree to the following terms and conditions.

☒ By accessing this website you understand and agree to the terms set forth in this Candidate Agreement ("Agreement"). This Agreement is entered into by and between you as a test taker, Pearson VUE, a business of NCS Pearson, Inc., and your testing program owner ("Test Sponsor"). This Agreement represents your understanding and acceptance of Pearson VUE's [Privacy and Cookies Policy](#) ("Privacy Policy"), [Terms and Conditions](#), and use of cookies to support your testing experience. You also understand, acknowledge and agree that the testing program sponsor has its own, possibly different, privacy policy.

OnVUE Data Processing

☒ By providing your personal information, as described in our [Privacy and Cookies Policy](#), you acknowledge and agree to the video and audio recording of your entire testing session and you agree to the processing of such personal information and test data by Pearson VUE and to the transfer of such data to Pearson VUE's hub server, located in the USA, as the data processor, its authorized third parties, if any, both in the capacity as data processors for the processing of your personal information and test data on behalf of the testing program sponsor, as the data controller, located in the USA or elsewhere. Pearson VUE and other data processing entities, if any, are the recipients of your personal information and test data; however, Pearson VUE will enter into reasonable data transfer agreements with such entities for the purpose of communicating and following the instructions of your testing program sponsor and for establishing reasonable security measures to protect the confidentiality and integrity of your personal information and test data.

☒ If you choose to take the test through our online-proctoring platform, which is not mandatory in the event that there are other ways of taking the test as determined by the testing program sponsor, you and your computer will be monitored during your entire testing session in real time so that your face, voice, desk, and workspace will be captured and possibly recorded for the purposes of test quality, test security, and the integrity of the testing process. You understand, acknowledge and agree that you will be monitored at your location through audio, technology and video means so all activity at your location will be detectable by test proctors. By accessing this website you signify your acknowledgement and agreement that any inappropriate conduct or behavior will be reported to Pearson VUE and the testing program sponsor.

- Log in: <https://www.microsoft.com/en-us/learn/dashboard.aspx>
- View your upcoming appointment.
- Follow the on-screen prompts to complete the check-in process.
- You will need to complete check-in before you can start your exam.

Exam rules during testing

- You may not access unauthorized materials, i.e. mobile devices, watches, and anything not allowed by test sponsor
- No one else should appear through the webcam during the exam and no one else's voice should be heard.
- No speaking aloud during exam

Reschedule Policy

If you need to reschedule your appointment, be sure to do it no later than 24 hours prior to your scheduled exam. If you do not reschedule your appointment 24 hours prior to your scheduled exam, you will forfeit your exam fee and/or your company may incur a charge.

Cancellation Policy

If you need to cancel your appointment, be sure to do it no later than 24 hours prior to your scheduled exam. If you do not cancel your appointment 24 hours prior to your scheduled exam, you will forfeit your exam fee and/or your company may incur a charge.

Additional Information

The following data is deleted from the OnVUE system within 60 days:

- The recorded video of your testing session
- Your identification, such as license or passport

Your headshot is retained for security and use on your Score Report for the life of Certification. For country-specific data retention regulations please reference your local government agency. For additional questions or requests for photo deletion, please contact our operations team at: <https://home.pearsonvue.com/microsoft/contact>

[Previous](#) [Agree](#)

12. Choose your **Exam proctor language** and select the **Next** button.

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Select proctor language

AZ-900: Microsoft Azure Fundamentals

What is the language you prefer the proctor to speak?

☒ English
☐ Japanese

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13) **Confirm your time zone.**

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13. In the **Find an appointment** window, **confirm your preferred time zone**, and select the **Yes, that's right** button.

Find an appointment

AZ-900: Microsoft Azure Fundamentals

1. Confirm your preferred time zone

Is this your preferred time zone?

US/Central-CST

[No, change time zone](#) [Yes, that's right!](#)

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14. In the **Select your date** window, **confirm your preferred date and time**, and select the **Book this appointment** button.

Note: Double check the date and time so you don't mistakenly schedule your exam. For example, at 3 AM instead of 3 PM or on a holiday that you will be busy.

2. Select your date

Select a date from the calendar. Only dates with appointment availability can be selected.

March 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

[Why can't I find an available appointment?](#)

3. Select your appointment start time

How would you like times displayed?

☒ 12 hr (e.g., 2:00 PM) ☐ 24 hr (e.g., 14:00)

Our next available appointment is:

Wednesday, March 1, 2023

12:30 AM - 1:35 AM US/Central-CST

Your check-in time will be 12:00 AM US/Central-CST

[Explore more times](#)

[Book this appointment](#)

15. After confirming your **test and contact information**, select the **Proceed to Checkout** button.

PRACTICE TEST
30 Day
TEST PASS GUARANTEE

Special offer: Regularly priced at USD 99.00! [Click here for details](#)
[More Details](#)

Confirm contact information

⚠ Your name must exactly match the identification (ID) that is presented at the test center or you will not be permitted to take your exam.
[Contact a Microsoft Regional Service Center to update my name.](#)

Name:
Melanie Putlak

Telephone:
+1 847-224-4893

Correspondence Language:
English (US)

Total Due

Subtotal:	99.00
Estimated Tax:	0.00
ESTIMATED TOTAL DUE:	USD 99.00

You can enter voucher/promotion codes on the payment screen.

ESTIMATED TOTAL DUE: USD 99.00

[Proceed to Checkout](#)

16. In the **Enter payment and billing** window, select the **Add Voucher or Promo Code** link.

Enter payment and billing

Order Total

Subtotal:	99.00
Estimated Tax:	0.00
ESTIMATED TOTAL DUE:	USD 99.00

[Add Voucher or Promo Code](#) [What is this?](#)

Required information is marked with an asterisk (*). Enter information on this page in the single byte alphanumeric characters.

Card Details

We accept the following cards:

AMERICAN EXPRESS JCB MASTERCARD VISA

*Card Type:
Select one...

*Card Number:
(Do not include hyphens or spaces)

*Expiration Date:
02 2023

17. Enter in the **Voucher Code** and the Estimate Total Due will update to \$0.00. Select the **Next** button and complete the booking and checkout process. Confirm that the price is \$0.00 before selecting the **Next** button.

Note: Vouchers are immediately available for use and typically start with a prefix of MSCV.

Enter payment and billing

Order Total

Subtotal:	99.00
Estimated Tax:	0.00
Voucher:	-99.00 ESI - All Cloud Based Exams 100% Remove
ESTIMATED TOTAL DUE:	USD 0.00

Required information is marked with an asterisk (*). Enter information on this page in the single byte alphanumeric characters.

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Need Help?

Have questions, comments, or feedback about linking your accounts? Contact [Avanade Certifications](#).