PCAP-31-02/PCAP-31-03
EXAM REGISTRATION

HOW TO SCHEDULE AN EXAM AT A TESTING CENTER AND VIA OnVUE

PYTHON INSTITUTE
Open Education & Development Group
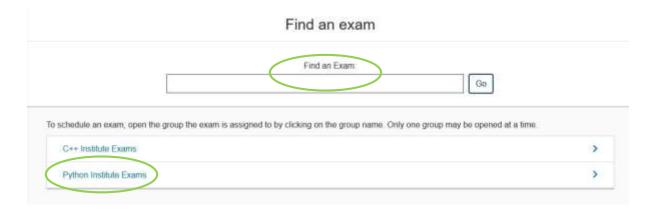
Step 1: Go to https://home.pearsonvue.com/python and sign in to your Pearson VUE web account.

PYTHON INSTITUTE
Open Education & Development Group

To schedule, reschedule or cancel an exam:

Sign in

Create account

- **Forgot my username**
- **Forgot my password**

Step 2: Click *View Exams*.

Dashboard

Open Education and Development Group Exams

Exam Catalog

View Exams

I want to see exams for a different testing program

Upcoming Appointments

You do not have any appointments scheduled.

My Account
- My Profile
- Account Sign In
- Preferences
- Exam History
- View Score Reports
- My Receipts

Step 3: Enter the name of the exam or select *Python Institute Exams*.

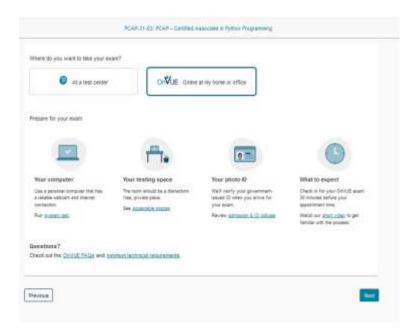**Step 4:** Select the exam.

PCAP-31-03
OnVUE Online Proctoring

Step 5 for PCAP-31-03 exam ONLINE: Now you can choose whether you would like to take this exam at a local testing center or online from home or office.
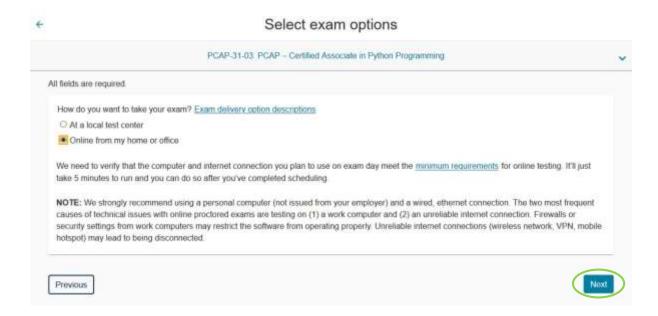

Select *Online at my home or office*.

Step 6 for PCAP-31-03 exam ONLINE: If you chose the exam online, you will see the information about the need to verify your computer and the internet connection before the exam.

(Note: If you selected taking the exam at a testing center, please follow the instructions for scheduling the exam in a testing center which is available in the second part of this guide.)

Make sure that you follow all the technical requirements for your exam delivery.

Step 7 for PCAP-31-03 exam ONLINE: Read and accept online exam policies.

Agree to online exam policies

PCAP-31-03: PCAP – Certified Associate in Python Programming

To take this exam in an online environment, please agree to the following terms and conditions.

☐ By accessing this website and ticking the boxes hereunder 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 and are or may be located outside the United Kingdom, the European Union, and the European Economic Area; 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 and ticking this box you signify your acknowledgement and agreement that any inappropriate or wrongful conduct, as determined in Pearson VUE's or the test proctor's sole discretion, witnessed while monitoring your testing session will be reported by Pearson VUE to the testing program sponsor and may also be reported to the appropriate governmental authorities, including, but not limited to, any law enforcement officials.

Third Party Prohibition

☐ By accessing this website and ticking this box you signify that you understand, acknowledge and agree that if any third party is: 1) detected as being present in your physical location, whether visible or not; or 2) overheard in any manner, whether physically detected through movement and making of noise or through sounds irrespective of whether they are in your current location or not during your testing session, the test will be terminated and you will not receive any score. Further, you understand, acknowledge and agree that if your testing session is terminated for this or any other reason you will not receive a test fee refund, credit or voucher.

Limited License

☐ By clicking this box you acknowledge that Pearson VUE is granting you a limited license to access and make personal use of its Online Proctored Application (OnVUE) only for the duration of your testing session. Further you acknowledge that OnVUE may not be reproduced, duplicated, copied, take a picture of, downloaded (other than page caching), sold, resold, visited, or otherwise exploited for any commercial purpose without the express written consent of Pearson VUE. You also agree to use OnVUE only for lawful purposes and agree not to use OnVUE in any manner that might interfere with the rights of others.

Facial Comparison Policy

☐ You understand and agree that Pearson VUE may use facial comparison technology for the purpose of verifying your identity during the testing process. It will compare your facial image to the one on your identification and to facial images captured during the testing process and help us further develop, upgrade, and improve this application. If you do not agree to the use of facial comparison technology during your testing session, do not accept this term. You will not be able to complete your registration online. Instead, please call the Pearson VUE call center to complete your registration.

Previous   Next

Step 8 for PCAP-31-03 exam ONLINE: You will see your exam details such as the name and version of the exam, price and language. Please make sure all the information displayed here is correct.

Step 9 for PCAP-31-03 exam ONLINE: Select a date and time for your exam.

Step 10 for PCAP-31-03 exam ONLINE: You will see your cart and all the exam details. Click *Proceed to Checkout* to continue.

Cart

Review and confirm contact information to avoid issues on test day.

Description	Details	Price	Actions
Exam PCAP-31-03: PCAP – Certified Associate in Python Programming Language: English Exam Length: 75 minutes	Appointment Wednesday, November 18, 2020 Check-in time: 03:00 PM CET Start time: 03:30 PM CET Change Appointment	295.00	Remove

Add Another Exam

Confirm contact information

⚠ Your name must exactly match the identification (ID) that is presented at time of testing or you will not be able to take your exam.

Name:
Jane Test

Telephone:
+44 500500500

Edit

Total Due

Subtotal:	295.00
Estimated Tax:	0.00
ESTIMATED TOTAL DUE:	**USD 295.00**

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

ESTIMATED TOTAL DUE: USD 295.00   Proceed to Checkout

Step 8 for PCAP-31-03 exam ONLINE: Read exam policies and click "Accept".

Step 12a for PCAP-31-03 exam ONLINE: Provide payment information – use a voucher to schedule your exam.

REDEEM YOUR VOUCHER

If you already have an exam voucher, click *Add Voucher or Promo Code* and enter your voucher code. Then click *Apply* to confirm.

Enter payment and billing

Order Total

Subtotal: 295.00

Estimated Tax: 0.00

ESTIMATED TOTAL DUE: USD 295.00

Add Voucher or Promo Code   ^
What is this?

Voucher/Promotion Code:

Apply

Required information is marked with an asterisk (*).

Card Details

We accept the following cards:

*Card Type:

American Express

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

000000000000000

*Expiration Date:

11   2020

*Cardholder's Name:
(Name as it appears on card)

Jane Smith

*Security Code:

000   What is this?

If you don't have an exam voucher and you'd like to schedule your exam with a voucher, go to https://store.openedg.org to purchase one.

Step 12b for PCAP-31-03 exam ONLINE: Provide payment information – If you don't want to schedule your exam with a voucher, you can have your payment processed by Pearson VUE. Enter your credit card details to purchase an exam.

Required information is marked with an asterisk (*).

Card Details

We accept the following cards:

*Card Type:

American Express

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

000000000000000

*Expiration Date:

11   2020

*Cardholder's Name:
(Name as it appears on card)

Jane Smith

*Security Code:

000   What is this?

OpenEDG Python Institute™
2021 | All Rights Reserved
www.pythoninstitute.org

PYTHON
INSTITUTE
Open Education & Development Group

10

Step 13 for PCAP-31-03 exam ONLINE: Enter your billing information.

Billing Information

This information must match your selected payment method.

*First Name / Given Name:

Jane

Middle Name:

*Last Name / Surname / Family Name:

Smith

*Country/Region:

United Kingdom

*Address 1:

Newstreet1

Address 2:

Address 3:

*City:

Newtown

Zip/Postal Code:

000-0000

*Mobile/Phone Number:

+ 44   500500500

Country Codes

*Email:

janesmith@gmail.com

Your card will not be charged until you submit your order on the next page.

Previous   Next

Congratulations! You've scheduled your exam.

OpenEDG Python Institute™
2021 | All Rights Reserved
www.pythoninstitute.org

PYTHON
INSTITUTE
Open Education & Development Group

11

PCAP-31-02 & PCAP-31-03
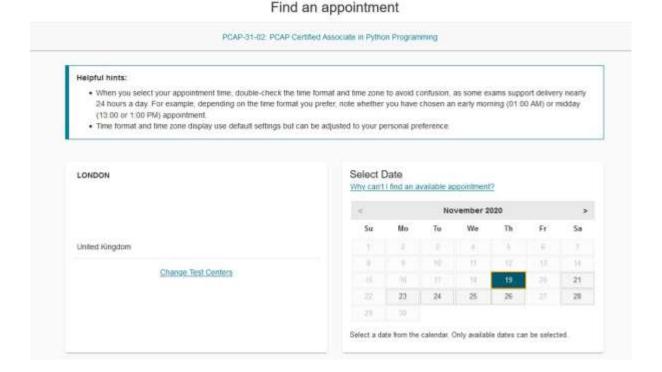## At a Testing Center

Step 6 for PCAP exam at a testing center: You will see your exam details such as the name and version of the exam, price and language. Please make sure all the details displayed are correct.

Exam:
PCAP-31-02: PCAP Certified Associate in Python Programming
View Testing Policies

Price*:
USD 295.00

Language:
English

*Prices listed are based on today's date and do not include local taxes which may be applicable.

Previous   Next

Step 7 for PCAP exam at a testing center: Enter your address or the address of the location you'd like to sit your exam at, and select the testing center that is convenient for you.
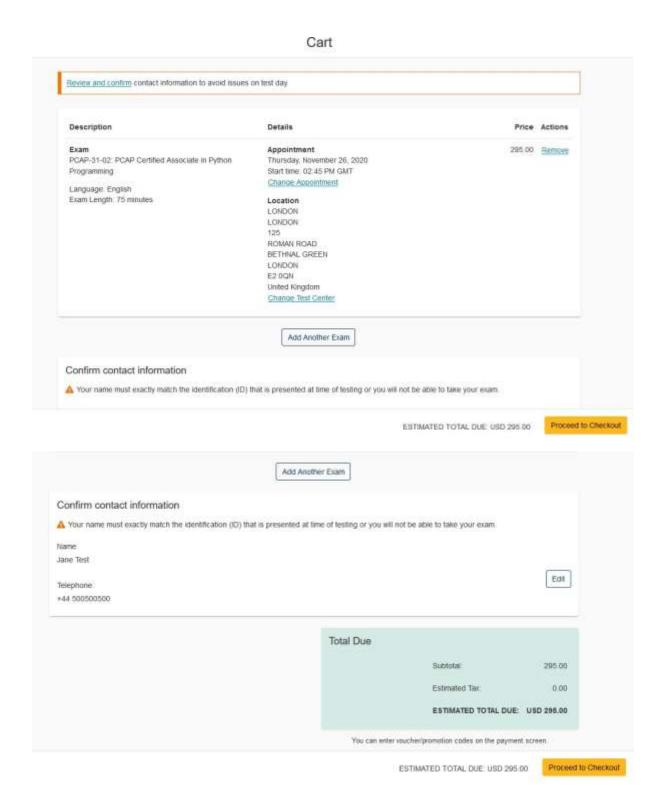
Step 8 for PCAP exam at a testing center: Select a date for your exam. You will be able to choose only from the dates which are available in the testing center you've selected.

Step 9 for PCAP exam at a testing center: Select the time of your exam.
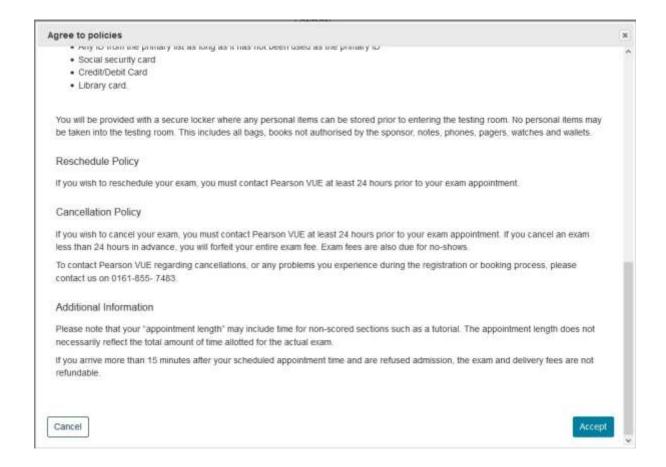
Step 10 for PCAP exam at a testing center: Check if the exam name, testing center, date and time are correct. If yes, click *Proceed to checkout*.

Cart

Review and confirm contact information to avoid issues on test day

Description	Details	Price	Actions
Exam PCAP-31-02: PCAP Certified Associate in Python Programming Language: English Exam Length: 75 minutes	Appointment Thursday, November 26, 2020 Start time: 02:45 PM GMT Change Appointment Location LONDON LONDON 125 ROMAN ROAD BETHNAL GREEN LONDON E2 0QN United Kingdom Change Test Center	295.00	Remove

Add Another Exam

Confirm contact information

⚠ Your name must exactly match the identification (ID) that is presented at time of testing or you will not be able to take your exam

ESTIMATED TOTAL DUE: USD 295.00   Proceed to Checkout

Add Another Exam

Confirm contact information

⚠ Your name must exactly match the identification (ID) that is presented at time of testing or you will not be able to take your exam

Name:
Jane Test

Edit

Telephone:
+44 500500500

Total Due

Subtotal:	295.00
Estimated Tax:	0.00
ESTIMATED TOTAL DUE:	**USD 295.00**

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

ESTIMATED TOTAL DUE: USD 295.00   Proceed to Checkout

Step 11 for PCAP exam at a testing center: Read and accept the exam policies.
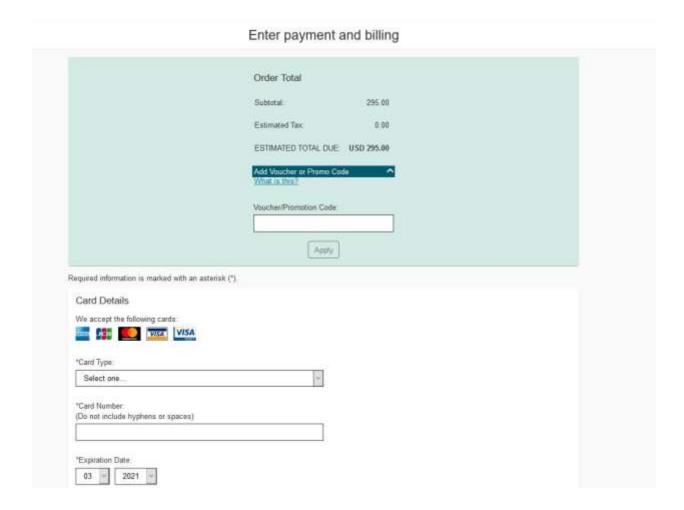
Step 12 for PCAP exam at a testing center: Provide payment information
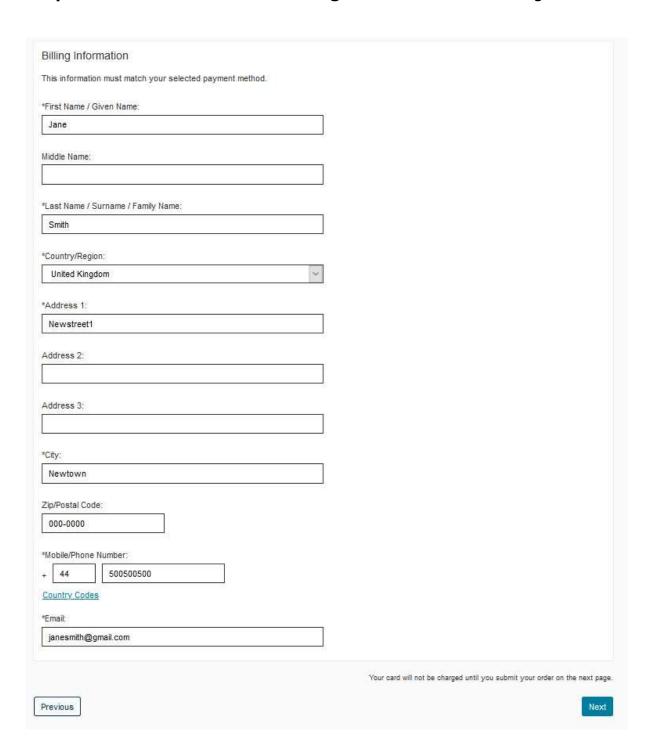
REDEEM YOUR VOUCHER

If you already have an exam voucher, enter the voucher code into the *Voucher/Promotion Code* box.
If you don't have a voucher, fill out the card details to process the payment, or purchase one at https://store.openedg.org.

Enter payment and billing

Order Total

Subtotal: 295.00

Estimated Tax: 0.00

ESTIMATED TOTAL DUE: USD 295.00

Add Voucher or Promo Code
What is this?

Voucher/Promotion Code:

Apply

Required information is marked with an asterisk (*).

Card Details

We accept the following cards:

*Card Type:

Select one...

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

*Expiration Date:

03   2021

OpenEDG Python Institute™
2021 | All Rights Reserved
www.pythoninstitute.org

PYTHON
INSTITUTE
Open Education & Development Group

17

Step 13 for PCAP exam at a testing center: Enter the billing information.

Congratulations! You've scheduled your exam appointment!