

## How to schedule your exam with Pearson VUE

***\*Students must register to take their certification exam at least 1 week prior to the testing date provided by your instructor.***

1. Visit <https://home.pearsonvue.com/>
2. Under For Test Takers, select schedule an exam
3. Enter the program you are testing for. Options are as followed:
  - a. CompTIA (IT Fundamentals, A+, Network+, Security+, Linux+)
  - b. PeopleCert (ITIL)
  - c. American Payroll Association (FPC, CPP)
  - d. EC-Council (Ethical Hacker)
4. On the right-hand side, select Create an Account
5. You will be prompted to fill in your information to create an account.
6. Once you complete your account information, you will be asked to select your exam. Please make sure you are selecting the correct exam code. They are as followed:
  - a. IT Fundamentals- FC0- U61
  - b. A+- Core 1 (220-1001)
  - c. A+- Core 2 (220-1002)
  - d. Network+- N10-007
  - e. Security+- SY0-501
  - f. Linux+- LX0-104
  - g. ITIL- ITIL 4 Foundation
  - h. Fundamental Payroll Certification
  - i. Certified Payroll Professional
  - j. CEH (ANSI)
7. In most cases, you will be provided your exam voucher, you will enter in that code when prompted at check out. This code will give you a zero balance. \*No exam code will be given for FPC or CPP.
8. Always choose Lord Fairfax Community College as your testing location, unless otherwise noted by your instructor.

If you have any additional questions, please reach out to your instructor or contact Samantha Brill, [sbrill@lfcc.edu](mailto:sbrill@lfcc.edu)